

## STUDENT SENATE MINUTES

September 15, 1992

- I. ROLL CALL: Anthony D'Urso, Laura MacWhinnie and Karen McManus were absent. Erin Griffith sent an alternate.
- II. APPROVAL OF MINUTES OF SEPTEMBER 8, 1992: The Minutes were approved with the following clarification. Section F of the Board of Trustees Report should state that an AdHoc Committee is being formed in order to oversee the Athletic Turf Trust Fund.
- III. PRESIDENT'S REPORT: *Dan Szenda*
  - A. There is an All College Representative seat open on Senate. Anyone interested in this position should schedule an appointment with me.
  - B. A Judicial Advisory Committee is being formed through Dr. Mazza with the charge coming from President Applbaum. This Committee will have four Faculty/Administration members and four students. Tom Brady and I will be sitting on this Committee and if you are interested in being another student member, please see me after Senate. This Committee will be meeting on a weekly basis until its charge is completed.
  - C. On September 14, members of the Executive Council met with Kathi Bradford and campus R.A.'s at their staff training session. The Executive Council, as student leaders, are hoping to build a sense of social awareness and campus community at WSC. We are not trying to do the work of the R.A.'s but feel we should be there for all student concerns.
  - D. Dan recognized Kevin O'Brien the Student Attorney General. Dave Farnell moved to close the doors. The Motion was accepted with no abstentions. Dave Farnell moved to open the doors. The Motion was accepted with no abstentions. Kevin O'Brien moved to accept Dan Fahey as the Assistant Student Attorney General. Michelle Murray moved to table the Motion to accept Dan Fahey as Assistant Student Attorney General indefinitely. The Motion to table was accepted.
  - E. Kevin O'Brien moved to accept Dorris Brown, Maria Garcia, Kim Grey and Patrick Ware as members of the Student Judicial Board. The Motion was accepted.
  - F. We need three student representatives to serve on the Athletic Council. Please see me after Senate if you are interested.

The President's Report was accepted.

- IV. VICE PRESIDENT'S REPORT-STUDENT LIFE: *Tom Brady*
  - A. All Committee Chairpersons should be finalizing membership on your respective Committees and planning a meeting schedule. I am anxious to get this work underway.
  - B. I will be scheduling an appointment with Paul Mei to discuss sending information to local banks regarding acquiring an ATM on campus. I will keep you informed on this during future Meetings.
  - C. Residence Hall Elections will be taking place soon and we should have a full Student Life Committee by the end of September.

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- D. Johanna MacAllister, Chair of the Health Committee, and I met with Maureen Fitzgerald to discuss the possibility of an outside clinic coming to WSC to do AIDS testing. Maureen will be getting back to me with information on what is required to bring this project on campus.
- E. Parking Control Board: Will Gray
1. PCB will have its first Meeting on September 17 at 3:00 p.m. in Ely 232. We will be reviewing by-laws and the snow policy. We will also be setting a permanent Meeting schedule.
  2. PCB will be maintaining open communication this year between Dr. Mazza, Director Sicaras and our Parking Clerk. I will be keeping you updated on all information as well as PCB policies and procedures.

The Vice President's Report-Student Life was accepted.

V. VICE PRESIDENT'S REPORT-PROGRAMMING: Mike DiBlasi

- A. This Week:
- |                     |   |
|---------------------|---|
| <u>September 15</u> | <u>Club 21 Owl's Nest 8:00-11:00 p.m.</u>   |
| <u>September 16</u> | <u>Comedy Night - Marc Rossi (the fattest Comedian)<br/>Ely Main Lounge 8:00 p.m.</u> |
| <u>September 17</u> | <u>Pizza Night is back!!! \$2.00 for all you can eat<br/>Owl's Nest 5:00 p.m.</u>     |
| <u>September 18</u> | <u>T.G.I.F. with D.J. Owl's Nest 6:00-9:00 p.m.</u>                                   |
- B. Applications are available in the Senate Room for the N.A.C.A. Convention.
- C. CAB Meetings are on Wednesdays at 4:00 p.m. in the Third World Room.

The Vice President's Report-Programming was accepted.

VI. TREASURER'S REPORT: Carrie Kampf/Tracy Ricker

- A. The Finance Committee will be meeting on Wednesday evenings at 6:00 p.m. in the Senate Room. We still need a few Senators to be on the Committee. We are expecting the review club proposals soon, therefore, it is necessary to finalize the membership on this Committee.
- B. I need all Class President's to sign the Camcorder Agreement. Please see me after Senate.
- C. Tracy and I are working on the final details for the Student Government Allocation Guidelines for Clubs. We hope to be able to untable this Motion at the September 22 Senate Meeting.
- D. I spoke to Dr. Mazza with respect to donating our copy machine. He said that the machine is actually the property of the State and I will be finding out the procedures involved in order to do this if it is possible for us to do it at all.

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The Treasurer's Report was accepted.

VII. SECRETARY'S REPORT: *Stephanie Dubowik/Kathy Levins*

- A. Nomination Sheets for elections for the Class of 1996 are due back in the Senate Office on September 18 by 5:00 p.m. Freshman may start hanging posters anytime after that as long as they are Senate approved. Freshman elections will be held on September 23 and 24. Any Senator interested in helping with these elections, please see us after Senate.
- B. Anyone interested in being on the Publicity Committee, please see us after Senate.
- C. Remember to sign up for your office half hour!!!

The Secretary's Report was accepted.

VIII. BOARD OF TRUSTEE'S REPORT: *Christopher Skiffington*

- A. All College Committee: No Report
- B. Academic Policies Committee: No Report
- C. Student Affairs Committee: No Report
- D. Curriculum Committee: No Report
- E. Long Range Planning Committee: No Report
- F. I hope that your first week back was a good one! At the Board of Trustee's Meeting on September 14, all action items on the agenda were passed (please see a copy of the September 8 Minutes for a list of items). Under the President's Report, aside from the information I spoke to you about last week, Dr. Applbaum stressed the vitality of mission development and core curriculum redevelopment. We should all be watching these projects closely. Additionally, we were also informed that the contract between the Juniper Park School, the Westfield School District and Westfield State College is under renegotiation. Other information that I feel may be of some interest to you is that enrollment for the fall of 1992 is again at a record high of 3,254 full time undergraduate students. The Division of Graduate and Continuing Education has also experienced an increase of 11% for the fall of 1992. On the Books & Bytes front, the current standing is at \$70,000 which is well on the way to their ultimate goal. It was publicly announced on September 8 that WSC is to receive a grant from the Federal Department of Education of \$118,000 over a three year period earmarked for Library networking (implementation of the CWMARS System). On another note, I thought that you might like to know that there has been some talk concerning Davis Hall. The idea has been brought forward to make Davis a co-educational residence hall by the fall of 1993. No concrete plans are being made as of yet. This project is still in the concept stages.

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- G. State employees have not received a raise for the past five years. As many of you are well aware, the Faculty have not received any raises for the past four years. Finally I have been hearing some good news pertaining to this. It seems as though there is a bill currently being worked on that will supply raises to all state employees. I am going to be making some calls to the powers that be to find out more information on this.
- H. With respect to the Astro turf project. We have decided to move forward with the name Alumni Field. This name is most fitting considering the fact that it is students who will pay for it, students who are going to use it and the students here who will eventually become alumni. This is their field - Alumni Field.
- I. With respect to the Astro turf complex, at the outset of this project, it was agreed between the Administration and the Student Government Association that a Committee would be formed to oversee the Astro turf Trust Fund. I have decided on the composition of that Committee and I am forwarding it to Dr. Applbaum. The Astro turf Trust Fund Committee will be made up of the Student Government Treasurer, the Student Government Assistant Treasurer, the Student Trustee, the Director of the Business Officer and the Director of Facilities and Operations. They will be meeting periodically to discuss the activities of this Trust Fund.
- J. The Voter Registration Drive is swinging into gear. Project Vote WSC will have many aspects, the first of which is the Voter Registration Drive. The Registration Drive will take place on Wednesday, September 23 in the Ely Campus Center Lobby from 11:00 a.m.-1:30 p.m. It is important that you get students out there to register to vote. We are lucky enough to have MASSPIRG coordinating their efforts with us to provide an even better drive. We are hoping to have a D.J. available in front of the Campus Center to attract more students. We are hoping to enlist CAB for this effort. If each Senator would make a Register to Vote sign before leaving tonight, it would be very helpful.
- K. Any student interested in working on the Clinton/Gore Campaign, please see me after Senate.

The Board of Trustee's Report was accepted.

IX. BOARD OF GOVERNOR'S REPORT: *Dave Farnell*

- A. Thank you for your consideration in the September 8 vote. When a full Senate convenes, we will work with the Rules and Regulations Committee to make our constitutions compatible.
- B. BOG will meet on September 21 at 3:30 p.m. in Ely 232.

The Board of Governor's Report was accepted.

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X. COMMITTEE REPORTS: None

XI. COMMUTER COUNCIL, THIRD WORLD AND CLASSES:

A. Commuter Council: *John Moran*

1. We will be at the Club Fair on September 16. Look for us there. We are still looking for students interested in being on Commuter Council.

B. Third World: No Report

C. Sophomore Class: *Leah Orsini*

1. The Class of 1995 will be selling pumpkins in the Dining Commons again this year. Send-A-Pal-A-Pumpkin will be available for Halloween. We are in the process of preparing a contract with a farm to ensure that we will have 175 pumpkins.
2. We will be selling Megaphones at the Homecoming Football Game on October 15.
3. The Class of 1995 will continue to sell our Bookstore Raffle Tickets up until Homecoming Weekend.
4. The Class of 1995 will meet on September 16 at 6:30 p.m. in Ely 232.

D. Junior Class: *Johanna MacAllister*

1. The Class of 1994 made \$430.00 on our Move-in Fundraiser. This amount does not include the \$10 discounts to all class members who helped us with this fundraiser. This amount is \$180.00.
2. Key chains are still available for \$1.50.
3. The Calendars are in. They are \$10.00 each and can be bought from any Class Officer or at the Teller Window.
4. The Video Yearbook Committee will be meeting next week. Anyone interested in helping us, please see me.
5. The Class of 1994 will meet on September 16 at 5:00 p.m. in Andy Johnson's Office.

E. Senior Class: *Michelle Murray*

1. Convocation went well. Approximately 300 students and faculty attended.
2. Our Senior Daze was successful.
3. The Class of 1993 is still selling boxer shorts for \$6.00 each or two for \$10.00.
4. At our Class Meeting we will be discussing the Class Fact Sheet, the T.G.I.F. performer for Homecoming Weekend, Senior Week plans and the Halloween Daze.

Commuter Council and Class Reports were accepted.

XII. UNFINISHED BUSINESS: None

XIII. NEW BUSINESS: None

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XIV. ANNOUNCEMENTS:

- A. *Amy Jo Conary* - Anyone interested in being on Food Services, please see me.
- B. *Tom Brady* - Get you committees rolling SLC Chairpeople.
- C. *Dave Farnell* - The Dining Commons has no right to search bags; bring them with you.
- D. *Chris Skiffington* - Get psyched for Voter Registration. Please make signs for Project Vote.
- E. *Mike DiBlasi* - Club 21 tonight at 8:00 p.m. Comedian Marc Rossi on Wednesday at 8:00 p.m. CAB meets on Wednesdays at 4:00 p.m.
- F. *Dan Szenda* - Remember that we are the role models for the new students.

XV. ROLL CALL: Anthony D'Urso, Laura MacWhinnie and Karen McManus were absent. Kevin O'Brien received half an absence. Erin Griffith sent an alternate.

XVI. ADJOURNMENT: The Meeting was adjourned at 6:45 p.m.

Respectfully Submitted,

Stephanie A. Dubowik  
Secretary

Kathleen A. Levins  
Assistant Secretary

SAD/KAL/bh

cc: Dr. Mazza Tom Stewart  
Peg Civello Dorothy Phelps  
Daryl Hendery Edna Wilander  
Adrene Adams Kelly Rose  
Andy Johnson Michelle St. Jacques



# Responsible Drinking:

**BANNED**

## Creating Safer College Communities Live Videoconference

*presented by the,  
International*

Telecommunications Group Inc. (I.T.G.)  
Washington, DC

1pm-3pm EST  
Tue. Sept. 22, 1992

*moderator*

**David Anderson, Ph.D.**  
Assoc. Research Professor

Dept. of Human Services, George Mason Univ.



\* **Bruce Donovan, Ph.D.**  
Professor & Assoc. Dean of the College  
Brown University

\* **Blake Dye**  
Honors Graduate in Urban Affairs  
Winston-Salem State University

\* **Betty Ward Fletcher, Ph.D.**  
Director Alcohol/Drug Study Center  
Jackson State University

*featuring:*  
\* **"Heather X"**  
Returning Student  
St. Norbert College

\* **William Modzeleski**  
Dir., Drug Planning and Outreach Staff  
U.S. Department of Education

\* **Amber Thornton**  
Director of Education and Research  
American College Health Association

\* **Robin Wilson, Ph.D.**  
President  
California State University  
at Chico

## You're invited to attend!

**Location:** Scanlon Hall Living Room

Sponsored by the Division of Student Affairs  
For more information, call x. 403.

TO: WSC College Community

FROM: Andy Johnson

DATE: September 14, 1992

Due to the enthusiastic response we received from last year's workshops, we have scheduled another leadership program series which we believe will be of value to all the members of the College community.

All workshops will take place in the **Scanlon Living Room** at 3:30pm. Each workshop will last approximately one hour and is open to the public. If you have any questions, please contact Andrew Johnson, Ext. 442, or come to the Campus Center, E-131.

<u>DATE</u>	<u>TOPIC</u>	<u>PRESENTERS</u>
9/21	Public Higher Education "How Does It Work"	Ms. Maureen Fitzgerald Mr. Tim Murphy
10/5	"Communication And Decision Making"	Dr. Bob Saisi
10/19	Ethics, "Moral Duty and Obligation"	Mr. Gerald Tetrault
10/26	The History of Westfield State College	Dr. Robert Brown
11/2	Accepting and Celebrating Human Differences	Ms. Kathi Bradford Ms. Joan Fuller
11/16	Building Teamwork	Mr. Robert Culkeen Mr. Don Humason
11/23	How To Lead "Leadership In The 90's"	Dr. William Lopes
11/30	Following Through With Responsibility After You Have the Position	Ms. Susan Basque
12/7	How To Participate In A Meeting (Conducting or Attending)	Dr. Robert Martin



## SUBSTANCE ADVISORY COMMITTEE -- ANNUAL REPORT

The Substance Advisory Committee focussed its efforts during the 1991-92 academic year on two principal tasks:

- 1) an examination of the policies, practices, and procedures with respect to the use of alcohol on campus; and
- 2) a review of current College policy to ensure compliance with the federal "Drug Free Schools and Communities Act."

The Committee's organizational meeting was held on the first day of the academic year. The Chair was selected, and a summary of the outcome of last year's recommendation was provided. During the first semester the Committee met bi-weekly. Attendance was uneven, and the Committee lacked focus. Meandering discussions, often rehashing the recommendations of the previous year, dominated. However, the Committee returned from semester break with a renewed commitment. Meetings were held on a weekly basis, individuals and groups charged with implementing our recommendations were consulted, and senior administrators were invited to our meetings to advise us on "how to get things done." After this period of consultation, the Committee addressed six major areas of concern.

### 1. Substance Abuse Educator\Counselor

It has become increasingly evident that there exists a crying need for the establishment of a Substance Abuse Educator\Counselor position within Student Affairs. Many of the recommendations of the past two years have centered on increasing the College's efforts in changing attitudes and behaviors. We know of no better way to accomplish that than through a comprehensive, coordinated educational program. As we have worked through our recommendations, the need for greater coordination of effort has become apparent. Equally important is the need to have available an "expert" who can serve as a resource to the campus. All too often, the efforts of well intentioned "lay persons" are misdirected or ineffective because they lack the knowledge necessary to translate their good intentions into effective policies and programs. A Substance Abuse Educator\Counselor can serve as that resource person, while also intervening directly with individuals experiencing problems. We can not emphasize too much the critical importance of this position.

## 2. Curriculum

The Committee reiterates the recommendation of last year that a freshman seminar addressing topics of academic, social, and personal development be established as an integral part of the academic program. We have included a detailed course outline (attached) which can serve as a starting point for the development of a formal proposal which will be made to the Curriculum Committee in September, 1992. The Committee believes such a course, which would be required of all first time college students, can serve as a foundation from which each student's educational experience can develop.

## 3. Judicial Affairs

Last year the Committee recommended broad changes in the manner in which violations of alcohol policies, rules, and regulations are dealt. It has been reported by those involved with these matters on a daily basis that the system is not working as envisioned. A special committee within Student Affairs has developed a set of recommendations addressing the perceived shortcomings of the current process. Their efforts have centered on reshaping the sanctions to provide a less punitive approach for first or second time violators of alcohol policies, but substantially more severe sanctions for repeated violations. This Committee wholeheartedly supports those recommendations.

## 4. Residential Life

The prevalence of alcohol in our residence halls is an area of great concern to the Committee. The Department of Residential Life is to be applauded for its efforts in providing educational and counseling programs for students, as well as for implementing the Committee's previous recommendation regarding alcohol-free residential areas. Given the magnitude of the problem, the Committee believes additional study is warranted. Among the issues discussed this year were "Freshmen only" residence halls and the prohibition of alcohol in any residence hall which does not meet a threshold level of the residents of legal drinking age. The Committee is not prepared to present any recommendations in this area at present; however, serious attention must be focussed on it during the Fall, 1992 semester.

## 5. Special Events

Members of the Committee met with the Alcohol Review Board to review policies affecting off-campus events. That meeting served to clarify some misperceptions which existed and to identify potential problem areas. The Committee has no recommendations

with respect to off-campus events at this time. Spring Weekend was also examined, and, although there is a recognition some programming changes are needed, the Committee has no recommendations for any changes in Spring Weekend alcohol policies.

#### 6. Drug Free Schools and Communities Act

The Committee certifies that the College's policies and procedures regarding drugs and alcohol have been reviewed and they are in compliance with the "Drug Free Schools and Communities Act."

Substance Advisory Committee  
July 15, 1992

WESTFIELD STATE COLLEGE

Freshman Seminar  
Course Proposal

DRAFT

I. Course Description

Freshman Seminar is designed to help new students adjust to college life, develop a better understanding of the learning process, and acquire essential academic survival skills. The course provides a support group and networking system for students in a critical transitional year by examining issues and concerns common to the freshman experience.

II. General Course Aim

To help you discover what a great person you are, what a great place Westfield State College is, how you fit in here, and how we can help you develop to the fullest of your potential.

III. Specific Course Objectives

The student will:

- A. Gain an understanding of the purposes, organization, rules and regulations of the college.
- B. Identify people, services, resources and opportunities for student development.
- C. Foster a positive adjustment and assimilation into the college.
- D. Develop a positive attitude toward the teaching/ process and those who are responsible for facilitating this process.
- E. Be provided hands-on opportunities for use of the college resources.
- F. Identify a support group.
- G. Develop study skills necessary to academic success.
- H. Become actively involved in and contribute to the college community.

- I. Recognize and adapt practices essential to healthy living.
- J. Become aware of and develop a sensitivity for diverse populations.
- K. Demonstrate the ability to function cooperatively in the community living environment.

#### IV. Course Content

Topics to be presented include those listed below and any others that may prove timely to the course description.

##### A. College Life

- 1. Campus Resources
- 2. Campus and Community Activities
- 3. Policies and Procedures
- 4. Praise or Punishment
- 5. Career Planning ??

##### B. Academic Survival Skills

- 1. Choosing a major/the college curriculum
- 2. Reading a textbook
- 3. Decoding your professors
- 4. Note-taking
- 5. Test-preparation and test-taking strategies
- 6. Techniques for Writing
- 7. Library Literacy
- 8. Advisement and Assistance
- 9. Time Management

##### C. Interpersonal Relationships

- 1. Dealing with others
- 2. Self-esteem
- 3. Diversity Awareness
- 4. Dormitory Living
- 5. Counseling
- 6. Value Clarification

##### D. Fit for Life

- 1. Nutrition and Exercise
- 2. Substance Abuse
- 3. Sexuality Issues
- 4. Sexually Transmitted Diseases
- 5. Stress Management



V. Possible Text

Ellis, D. (1991). Becoming a Master Student (6th edition).  
Rapid City, SD: College Survival, Inc.

VI. Evaluation

The final grade will be based upon the quality of the  
completed assignments.

### ALCOHOL POLICY SANCTIONS

The following sanctions will apply to those students found to be in violation of the College alcohol policy:

(within a given calendar year)

first offense: attendance at alcohol education program

second offense: probation  
                  counseling evaluation and follow-up

third offense: suspension from housing for the remainder of the academic semester plus one additional semester

fourth offense: suspension from College

#### Major Alcohol Offenses:

The possession or use of alcohol beverage containers such as kegs, punch bowls, beer balls or any "common source" container, whether full, partially full or empty, in any College buildings or on College grounds, is prohibited and shall constitute a major infraction of College regulations. Such violation shall meet with a minimum immediate suspension from housing for one academic semester or more.