

STUDENT GOVERNMENT ASSOCIATION AGENDA

February 4, 2020

The students of Merrimack College, in hopes of protecting and ensuring the rights of all students and the Merrimack College community hereby establish The Student Government Association of Merrimack College, referred to as the SGA.

President: Amanda Gallagher (2020) **Vice President:** Bia Kerr (2022)

Treasurer: Liam OCearuil (2022) **Secretary:** Haley Mallett (2020)

Parliamentarian: Josh Rizzo (2020) **Publicist:** Cobbina Appiah (2022)

Advisor: Rose McCarthy, Hanna Christ



Members present: Amanda Gallagher (2020) Bia Kerr (2022)

Liam OCearuil (2022) Haley Mallett (2020) Josh Rizzo (2020) Cobbina Appiah (2022) Abigail Hooper (2021) Adrian Cintron (2022) Alex Thelusma (2020) Ally Gioia (2023) Angie Wasi (2021) Ashley Greene (2023) Dan Hansen (2020) Freddy Monroy (2023) Geena Levine (2021) Jenna Stanish (2022) John-Paul Haley-Read (2020) Kiley Martel (2023) Leena Ali (2021) Lillian Schaefer-Calderon (2023) Matthew Cavoli (2023) Melissa Driver (2023) Morgan Proko (2020) Natalie Pagliocca (2021) Nicholas Barber (2023) Olivia Faulker (2022) Sabella Fabiano (2021) Sam Grenier (2023) Sam Mathews (2022) Sophia Alpert (2023) Tayleigh Tierney Honan (2021) Tiana Lawrence (2020) Tiffany Vo (2022) Tim Hare (2020) Victoria Ponte (2021)

Non-Voting Members:

Members absent: Haley Taing (2021)

Students in attendance: Brandon Ellsworth

Staff in attendance: David Martinez, Nicole Capobianco

I. ROLL CALL:

- A. SGA President Amanda Gallagher '20 called the SGA meeting to order at 4:30 p.m.
- B. SGA Secretary Haley Mallett '20 took attendance. Quorum was met.

II. APPROVAL OF MINUTES FROM: January 28, 2020

- A. The minutes were approved.

III. PRESIDENT'S REPORT: **Amanda Gallagher '20**

A. Statement of Intent

1. Brandon Ellsworth '22 was elected as a new Senator.

B. Staff Presenters: David Martinez & Nicole Capobianco

1. David Martinez, the Bursar, and Nicole Capobianco, the Parking & Transportation Specialist, presented the new shuttle schedule to SGA.
2. Off-Campus Shuttle Schedule
 - a) The new off-campus shuttle schedule emphasizes more frequent trips to East Mills because it accounts for 95% of shuttle usage.
 - b) On weekdays, the off-campus shuttle will loop between Merrimack College, East Mills, and Andover Station.
 - (1) Between Sundays and Wednesdays, the shuttle will go to East Mills 22 times.
 - c) On weekends, the off-campus shuttle route will include The Loop.
 - (1) On Fridays, the shuttle will go to East Mills 25 times.
 - (2) On Saturdays, the shuttle will go to East Mills 29 times.
 - (3) The shuttle will go to The Loop three times on Fridays and Saturdays with 2-hour intervals in-between.
 - d) The off-campus shuttle has to leave promptly to meet its schedule.
 - e) If students miss the shuttle at East Mills, it will always be back within an hour.
 - f) Any yellow time block on the schedule is a designated break for the driver.
3. On-Campus Shuttle
 - a) The on-campus shuttle will loop between Lot M, McQuade Library, Royal Crest, CVS, and Market Basket in intervals:

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- (1) Between 10 a.m. and 3 p.m., the on-campus shuttle will loop between Lot M, Rogers Center, McQuade Library, Crowe Hall, and Royal Crest.
 - (a) This is the busiest time of day when it is the most difficult for commuter students to find parking.
 - (2) Between 3 p.m. and 5 p.m., the on-campus shuttle will loop between McQuade Library, CVS, and Market Basket.
 - (a) The shuttle will leave for Market Basket from McQuade Library to avoid confusion between the two shuttles.
 - (b) Class of 2021 Senator Abigail Hooper requested that this be noted on the schedule.
 - (3) Between 5 p.m. and 7 p.m., the on-campus shuttle will loop between McQuade Library and Royal Crest.
- b) Like the off-campus shuttle, the on-campus shuttle will also follow a prompt schedule and the yellow time blocks are designated breaks for the driver.
 - c) Class of 2021 Senator Sabella Fabiano asked if the on-campus shuttle could start earlier because commuters park in Lot M as early as 9:30 a.m.
 - (1) Since the on-campus shuttle is being repurposed, this is a trial run.
 - (2) If the shuttle starts its loop in Lot M earlier, it has to end it earlier as well.
4. Gallagher '20 asked when the new shuttle schedule will be piloted.
 - a) The schedule will most likely be piloted next Monday, February 10.
 - b) An email will be sent to all students when it is effective.
 5. Hooper '21 asked if the times listed are when the shuttle arrives or departs from a location.
 - a) The times listed are when the shuttle departs from a location.
 6. Class of 2020 Senator Dan Hansen asked if the new shuttle schedule can be added to the GoMerrimack app.
 - a) Yes, it can be added to the app after it is added to the Merrimack College website.
 - b) Parking also wants the app to more accurately track the location of the two shuttles in real-time.
 7. David Martinez encouraged commuter Senators to submit feedback to Parking regarding the needs of commuter students.
- C. Polling
1. SGA polling for Pizza with the President starts next week and runs from Tuesday, February 11 to Tuesday, February 18.
 2. Committee Chairs must submit their questions for the polling feedback form by Thursday, February 6 at 10 a.m.
- D. Sodexo Presenter
1. Bob Wilkey, the General Manager of Sodexo at Merrimack College, will present to SGA at an upcoming meeting.
 2. Gallagher '20 encouraged Senators to be realistic with SGA's expectations of dining.

IV. VICE PRESIDENT'S REPORT: Bia Kerr '22

- A. Student Organization Update
1. The Student Organization Committee is still in the process of contacting the Sexual Wellness Club.
 2. The Committee is also communicating with the Mountain Biking Club and anticipates it will present at the next SGA meeting.

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V. SECRETARY'S REPORT: Haley Mallett '20

A. SGA Contact List

1. Mallett '20 reshared the SGA Contact List with Senators before the meeting.
2. Senators should update their contact information as soon as possible.

B. SGA Apparel

1. New Senators should see Mallett '20 as soon as possible to pick up an SGA polo.
2. Senators must fill out the SGA jacket form by tomorrow, Wednesday, February 5 at 10 a.m. to ensure they get a jacket.

C. Committee Attendance

1. The committee attendance sheet was shared with Committee Chairs this past weekend.
2. Chairs should regularly update their committee attendance by 10 p.m. on Sundays.

VI. TREASURER'S REPORT: Liam OCearuil '22

A. Finance Update

1. Health Science Club

a) The Health Science Club requested a supplemental budget of \$2,720.

- (1) \$500 will be used for the New England Chapter of the American College of Sports Medicine (NEACSM) Conference.
- (2) \$120 will be used for guest speaker events.
- (3) \$1,000 will be used for club advertisement and promotion.
- (4) \$300 will be used for Cookies for a Cause.

(a) The Finance Committee and Club will have to clear this with Sodexo because they want to bake the cookies.

- (5) \$800 will be used for club bonding, including goat yoga, anti-stress activities, and so on.

(a) The Finance Committee will review this because they are not necessarily events open to the entire Merrimack College community.

b) The Club's current remaining budget is \$65.

c) The Finance Committee will assess the Club's supplemental budget request and SGA will vote on it at its next meeting.

2. Theta Phi Alpha

a) Theta Phi Alpha wants to attend its Biennial National Conference.

b) However, the Finance Committee needs more information before presenting the supplemental budget request to SGA.

3. Total Budget

a) There is currently \$23,759.52 in the unallocated student organizations budget.

- (1) The majority of student organizations still have a remaining budget.

b) SGA currently has \$13,348.20 in its budget.

B. Finance Bylaws

1. The Finance Bylaws will be sent to all Senators to review.
2. Senators are encouraged to leave comments on the document.
3. The purpose of the Bylaws is to outline the mission of the Finance Committee as well as the process of how funds are allocated and can be spent by student organizations.
 - a) This includes the processes for initial budgets, supplemental budget requests, travel requests, and so on.
4. Gallagher '20 added that there will be a discussion regarding the Bylaws at the next meeting and then a vote to amend them.

VII. PARLIAMENTARIAN'S REPORT: Josh Rizzo '20

A. Committee Assignments

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1. All Senators have been assigned to a committee for the semester.

B. Committee Updates

1. All Committee Chairs should continue to send SGA Parliamentarian Josh Rizzo '20 updates by 10 p.m. on Sundays, with the exception of committees that meet on Mondays.

VIII. PUBLICIST'S REPORT: **Cobbina Appiah '21**

A. Senator Takeovers

1. Class of 2023 Senator Sam Grenier will do the next SGA Senator Takeover on Tuesday, February 11.

IX. GRADUATE FELLOW'S REPORT: **Hanna Christ**

A. Dishes with the Dean

1. Campus Newsletters
 - a) The Weekender is still a very successful newsletter that receives great feedback from the student body.
 - b) From the Dean's Desk has not been as successful in readership.
 - (1) This newsletter will be made monthly instead of biweekly and focus on more streamlined content.
2. Merrimack College Instagram
 - a) More weekday events will be advertised on the Merrimack College Instagram Story.
3. Orientation Applications
 - a) Applications to become an Orientation Leader are due Monday, February 24.
 - b) Information sessions will be held next Wednesday and Thursday, February 12 and 13.
 - c) Interested students should contact Hanna Christ, the Graduate Fellow for Orientation.

I. Green Boxes

- A. The Dean of Students is providing students with free green boxes to take food to-go from Sparky's.
- B. Interested students can pick a box up from The Hub or Dean of Students Office.

X. ADVISOR'S REPORT: **Rose McCarthy**

A. Indigenous Peoples' Day

1. SGA hopes to have an update on Indigenous Peoples' Day as well as a concrete plan by next week.

B. Donate a Swipe

1. Rose McCarthy said Senators should encourage students to donate meal swipes they do not use.
 - a) Class of 2020 Senator JP Haley-Read asked if it is limited to 1 meal swipe per week.
 - (1) Yes, students can only donate 1 meal swipe per week.
 - b) Hansen '20 asked if it is possible to increase the number of swipes that can be donated.
 - (1) The answer was previously no, but the Dining Committee will follow-up again on this.
 - c) Haley-Read '20 asked if it is possible to have an automatic system that students can opt into to donate their unused meal swipes at the end of the week.

XI. CHAIR REPORTS:

A. Diversity Affairs Committee: **Tiana Lawrence '20**

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1. Nothing new to report.

- B. Environmental Affairs Committee: **Morgan Proko '20**
 1. New recycling bins have been placed in various locations across campus.
 - a) Hooper '20 asked if more recycling bins can be added to the residence halls.
 2. The electronic vehicle (EV) stations are set, but the College is waiting until the spring to install them.
 - a) Five stations will be installed near Palmisano Hall, Lot J, and the Sakowich Center.
 3. The Environmental Affairs Committee wants to set-up donation bins for items that are typically thrown away during move-out.
 - a) Class of 2020 Senator Morgan Proko moved to open a discussion about donation ideas for the end of the year.
 - (1) It was seconded.
 - b) Class of 2022 Senator Tiffany Vo suggested a donation system for seniors getting rid of furniture after graduation.
 - (1) Haley-Read '20 suggested that this be extended to all students.
 - c) Gallagher '20 said students throw away a lot of food and school supplies.
 - d) Class of 2021 Senator Tayleigh Tierney-Honan said Austin Scholars runs a food donation program that sends the collected items to local schools.
 - e) Rose McCarthy suggested partnering with Campus Ministry, which runs a sweeps program at the end of the year.
 - f) Rizzo '20 moved to close the discussion.
 - (1) It was seconded.

- C. Information Technology Committee: **John-Paul Haley-Read '20**
 1. The Xfinity streaming service will be officially rolled out next semester.
 - a) However, random groups of students may be asked to test the platform this semester.
 2. The IT Committee plans to invite Peter Hastings and Rand Hall to an upcoming SGA meeting to demonstrate how to fill out an IT ticket.
 3. Haley-Read '20 asked Senators if students have experienced issues with the WiFi anywhere on campus.
 - a) Class of 2020 Senator Alex Thelusma said the WiFi in Palmisano Hall was not working around 10 a.m. this morning.
 - b) SGA Vice President Bia Kerr said the WiFi in Crowe Hall was also not working around 12 p.m. this afternoon.
 - c) Class of 2023 Senator Ashley Green said devices constantly disconnect from the WiFi in Ash Centre.
 - (1) Haley-Read '20 said the signal struggles because of the building's old infrastructure as well as the amount of prohibited devices.
 - d) Rose McCarthy said IT does not receive a lot of tickets, so students need to fill them out if they want WiFi issues resolved.

- D. Dining Committee: **Tim Hare '20**
 1. The Warrior's Den
 - a) There are multiple grab-and-go options available in the Warrior's Den, including sandwiches and salads, for a meal swipe.
 - b) Smoothie Bowls will be piloted soon for a meal swipe.
 - (1) The bowls will not be acai bowls. They will be thicker smoothies with pre-set toppings.

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- (2) If students want to modify the bowl, there may be an upcharge.
 - (3) Class of 2021 Senator Angie Wasi asked if food allergies, such as to nuts or dairy, will be taken into consideration.
 - (4) Wasi '21 also asked why dairy alternatives are upcharged if students are lactose intolerant.
 - (a) Hare '20 said this is consistent with nearby markets and restaurants.
2. Sparky's
 - a) Butter pecan ice cream will be added into the ice cream rotation in Sparky's.
 3. Library Cafe
 - a) The Committee is having ongoing discussion with Dining about placing a water jug back in the Library Cafe.
- E. Academic Affairs Committee: **Tayleigh Tierney-Honan '21**
1. Haley-Read '20 asked why the College has not moved forward with the approved biology masters program.
- F. Campus Infrastructure Committee: **Sam Mathews '22**
1. Water Jug in the Library Cafe
 - a) The Committee has discussed the following alternatives to the water jug in the Library Cafe:
 - (1) The librarians could provide a Poland Springs water jug.
 - (2) Sodexo could provide a jug.
 - (3) Merrimack College could install a permanent water fountain with a filtration system.
 - b) OCearuil '22 suggested that SGA purchase the water jug.
 - c) Rizzo '20 moved for a hand vote to fund a water jug.
 - (a) The motion passed by majority vote.
 - d) Hare '20 said he does not think this is the best decision because SGA should push the College to install what the students want.
 - e) Hooper '21 asked if SGA could purchase a permanent water fountain with a filtration system.
 - (1) One could potentially be installed by the College in the future.
 - f) Rose McCarthy said she will address the water jug with administration. SGA will pay for it if the College will not.
 2. Emergency Exit Door in O'Brien Hall
 - a) The Campus Infrastructure Committee wants SGA to communicate with O'Brien residents about the repercussions of opening the emergency exit doors.
 - b) Rizzo '20 moved to open a discussion.
 - (1) It was seconded.
 - c) Hooper '20 said students are unaware of the repercussions because there are no consequences for opening the doors.
 - d) Class of 2023 Senator Nick Barber said propping doors is a problem all across campus and is causing significant damage to the infrastructure of the residence halls.
 - e) Haley-Read '20 suggested installing hot air vents to help prevent cold air from coming in and effecting the building's infrastructure.
 - f) Hansen '20 suggested installing a camera.
 - g) Mallett '20 suggested adding signage to emergency exits with SGA logos.
 - h) Rose McCarthy asked if O'Brien residents have been notified of the repercussions of opening doors.

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- (1) Mallett '20 said no, they have not been.
 - i) Class of 2020 Senator Morgan Proko said Residence Life staffs are discussing door propping at their staff meetings this week.
 3. MPR Floor
 - a) The custodial staff is using a new solution to clean the MPR floor. This could potentially be causing it to be slippery.
 4. North and South Residential Village Pods
 - a) North and South Residential Village Pods are not being cleaned.
 - b) The Committee plans to discuss this issue at its meeting in conjunction with the cleaning staff.
 5. Pavement in the Apartments
 - a) The pavement in the Apartments will be repaired in the spring.
 - b) Until then, it cannot be fixed due to the cold weather.
- G. Residence Life Committee: **Nick Barber '23**
1. Door Propping
 - a) Propping doors in residence halls can cause significant damage to the infrastructure of the buildings.
 - b) It also causes residence halls to get dirtier and allows critters to get inside.
 - c) Kerr '22 encouraged Senators to shut doors if they see them propped.
 - d) Hansen '20 said doors in North and South Residential Village sometimes stay propped open if they are pushed too hard.
 - e) Hooper '21 said students sometimes prop doors when the swipe machine is not working.
 - (1) Gallagher '20 said students should contact facilities as soon as possible in these instances.
 - (2) Hooper '21 asked if students will be charged for lock out in this case.
 - (a) No, because it is not their fault that the swipe machine is not working.
 2. Programming Calendars
 - a) The Residence Life Committee is looking into adding calendars to advertise programming in all of the residence halls to increase attendance.
 3. Winter Break Bathroom Renovations
 - a) Students raised concerns about their bathrooms.
 - b) Facilities treated and painted specific rooms.
 - c) If problems persist, students should contact the Office of Residence Life.
 4. Housing Selection Process
 - a) Housing Intention Forms are due Thursday, February 27.
 - b) Residence Life wants to promote Royal Crest as on-campus housing because it has all of the same amenities as the residence halls.
 - (1) Hansen '20 expressed concern that this would make students upset.
 - (a) The Committee will follow-up on this with Residence Life.
 5. Vending Machines
 - a) All vending machines in the residence halls should be Mack Card accessible.
 - b) However, students can only use funds that they add to their Mack Cards.
 - c) Senators noted that the vending machines in Ash Centre and Monican Centre do not accept Mack Cards.
 - d) OCearuil '22 asked who vending machine problems are reported to.
 - (1) These problems are reported to Residence Life.

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H. Career Affairs Committee: **Alexandra Gioia '23**

1. The Sports Management Networking Brunch will be held tomorrow, Wednesday, February 5.
2. The application for the Professional Development Retreat for juniors is due on Sunday, February 9 at midnight.
3. The Career Affairs Committee is working with the O'Brien Center to find more opportunities for Environmental Studies students.

XII. UNFINISHED BUSINESS:

XIII. NEW BUSINESS:

- A. The Environmental Studies senior seminar class is looking for SGA to support its greenhouse initiative to promote sustainability on campus.
 1. The Environmental Studies class plans to partner with various local organizations, such as the Lazarus House and Bread & Roses, to donate some of its resources.
 2. The ideal location for the greenhouse is behind Crowe Hall, in-between two Merrimack owned houses (Felipe Schwarz's office and the Office of Global Education).
 - a) The seminar class is conducting a sun study tomorrow to ensure that this space gets enough natural sunlight during the day.
 3. The Environmental Studies class is working with the Provost Office to approve its initiative.
 4. Haley-Read '20 asked if plots in the greenhouse can be sponsored by different student organizations.
 5. Hansen '20 moved for a hand vote to support the greenhouse initiative.
 - a) The motion passed by majority vote.
- B. Thelusma '20 asked why class councils were dissolved.
 1. Rose McCarthy said that the senior class council was the only active class and was replaced by the senior events committee.
 2. This also navigates class related issues through SGA.
- C. Hare '20 expressed concern over whether Hamel Health can provide doctor's notes to students.
 1. Hare '20 added that some professors count proof of an appointment as a note and others do not.
 - a) Hanna Christ said this will be addressed at this week's Student Experience meeting.
 2. Hooper '21 added that some professors do not count any doctor's notes as excused absences.
 - a) Tierney-Honan '21 said this was discussed in the Academic Affairs Committee and it falls under the academic liberties section of faculty's contracts.
- D. Vo '22 asked if a second health center can be built near the Nursing Building.
 1. Gallagher '20 said she can inquire about this and whether it is something students need.

XIV. ANNOUNCEMENTS:

- A. SGA Retreat: Saturday, February 8, 2020
- B. Pizza with the President: Tuesday, February 25, 2020

XV. ROLL CALL:

- A. SGA Secretary Haley Mallett '20 took attendance.

XVI. ADJOURNMENT:

- A. Gallagher '20 adjourned the meeting until February 11, 2020.

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Mission Statement

The SGA seeks to be the voice for the Merrimack College Community through engagement and representation. The SGA will serve as an advocate for students, faculty, and staff. The SGA will inform the community of policy changes and promote campus events. The SGA will provide committees to be delegates for aspects of campus life. The SGA will create a platform for student leaders to engage and be a role model for the campus. The SGA will foster the values of the Institution and reflect them through the SGA's actions. Our Values as an SGA are as follows: Communication, Accountability, Inclusion, and Advocacy.