

STUDENT GOVERNMENT ASSOCIATION AGENDA

February 11, 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) Haley Mallett (2020) Josh Rizzo (2020) Cobbina Appiah (2022) Abigail Hooper (2021) Adrian Cintron (2022) Alex Thelusma (2020) Ally Gioia (2023) Brandon Ellsworth (2022) Dan Hansen (2020) Freddy Monroy (2023) Geena Levine (2021) 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: Angie Wasi (2021) Ashley Greene (2023) Jenna Stanish (2022) Liam OCearuil (2022)

Students in attendance:

Staff in attendance: Peter Hastings, Bob Wilkey

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: February 4, 2019

- A. The minutes were approved.

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

- A. Statement of Intent
 1. Jacquelyn Jordan was approved as a new Senator for the Class of 2022.
- B. Staff Presenters: Peter Hastings
 1. Peter Hastings and two graduate student employees from the IT Help Desk presented about IT tickets.
 2. Three ways students can open IT tickets include:
 - a) Email askit@merrimack.edu.
 - b) Call the IT Help Desk at x3850.
 - c) Walk-in IT's office in McQuade Library.
 3. The IT Help Desk is open from 8 a.m. to 8 p.m. Mondays through Thursdays and 8 a.m. to 4:30 p.m. on Fridays.
 4. Every access point in the residence halls has been replaced in the last year.
 5. Currently, IT is working on expanding the number of access points in the residence halls.
 6. Localized issues are most likely caused by hotspots interfering with access points.
 7. If students are experiencing problems with the WiFi, they should contact IT as soon as possible.
 8. Important details to include when contacting IT are the specific day, time of day, location, and the quickest way to be contacted.
 9. It is important that students respond back to IT or else the ticket will be closed.
 - a) This happens after IT has reached out to the student three times and receives no response.
 10. Class of 2020 Senator Tim Hare asked what devices are prohibited on campus.
 - a) The list of prohibited devices can be found [here](#).

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11. Hare '20 also asked if any equipment has been installed to prevent WiFi signals from being dropped between access points.
 - a) It will be installed over the summer so signals will not drop in-between buildings.
 12. During the summer, IT will also work on Xfinity on Campus, which will give students access to 100 channels through the WiFi.
 - a) Students will also have the option to purchase premium channels.
 13. Hare '20 asked if any changes have been made to the form IT sends to students when they need more information about a ticket.
 - a) No, changes have not been made to the form in the last year and a half after it was made clearer and shorter.
 - b) However, IT is open to working with SGA to make the form more clear and short.
 14. Class of 2021 Senator Sabella Fabiano asked why the WiFi takes students off it and requires them to re-login.
 - a) Oftentimes, it is an issue with certain devices' software.
 - b) However, a ticket has been opened with the developer of the access points to ensure they are not causing the issue.
 - c) IT recommends opening tickets whenever this happens.
 15. Class of 2021 Senator Abigail Hooper asked if IT can contact professors with steps on how to submit tickets.
 - a) IT works with professors through training, but more communication would be beneficial.
 - b) Gallagher '20 said she can contact the Faculty Senate.
 16. Hooper '21 suggested that SGA create a flyer to explain the IT ticket process.
 17. Mallett '20 asked if widespread problems in residence halls should be submitted in multiple tickets by residents or one ticket by the Resident Assistant (RA).
 - a) Both are helpful, but individual tickets are better because different rooms could have different problems.
 - b) If IT can look at specific rooms' access points, they are more likely to solve the problem.
- C. SGA Meeting on February 18
1. SGA will meet next Tuesday, February 18 even though it is a Monday class schedule.
 2. If Senators already filled out the form saying they cannot attend, they do not need to contact Mallett '20.
 3. The dress code will not be in effect.
- D. Retreat Debrief
1. Peter Rojas, the Coordinator of Multicultural Initiatives, has asked Senators to fill out a feedback form on Saturday's SGA diversity training.

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

A. Student Organization Update

1. Rose McCarthy is now the point person for the Student Organization Committee.
2. The Committee is meeting with a few potential student organizations this week.
3. The Committee has been unable to contact the Sexual Wellness Club for the last two months.
4. The Committee plans to attend different club meetings to provide support.

V. SECRETARY'S REPORT: Haley Mallett '20

A. Polling

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1. SGA polling for Pizza with the President will run from Tuesday, February 11 to Tuesday, February 18.
2. Senators are expected to talk to students and ask them to fill out the feedback form while polling.
3. The SGA reusable cups have not arrived yet, but when they do, Mallett '20 will update Senators.
 - a) Hooper '21 asked if there will be any other incentive in the meantime.

B. Tabling Requirement

1. Class of 2022 Senator Tiffany Vo asked what this semester's tabling requirement is.
 - a) Senators are required to table 5 times.
 - b) If Senators would like to know how many times they have tabled, they should contact Mallett '20.

VI. TREASURER'S REPORT: **Cobbina Appiah '21 presented for Liam OCearuil '22**

A. Finance Update

1. The Sports Management Club requested a supplemental budget of \$500.
 - a) This will be used for the MIT Sloan Conference.
 - b) The request was approved by the Finance Committee.
2. The Sports Management Club also requested a supplemental budget of \$800.
 - a) This will be used for its Red Sox Career Fair.
 - b) The request was approved by the Finance Committee.
3. DREAM requested a supplemental budget of \$400.
 - a) This will be used for its Ceramics Painting Night.
 - b) The Finance Committee approved \$200 because of DREAM's remaining budget.

B. Finance Bylaws

1. Since SGA Treasurer Liam OCearuil '22 is absent, the Finance Bylaws will be discussed at the next SGA meeting.
 - a) Hare '20 asked if that will be the opportunity to make suggestions and amendments to the Bylaws.
 - b) Hooper '20 asked if voting can be postponed because of the Monday schedule.
2. Gallagher '20 decided that the Bylaws will be discussed at the next meeting, but voted on after Pizza with the President.
 - a) On Tuesday, February 18, SGA will discuss the Bylaws.
 - b) On Tuesday, March 3, SGA will vote on the Bylaws.

VII. PARLIAMENTARIAN'S REPORT: **Josh Rizzo '20**

A. Out of Order

1. The following constitute as Out of Order:
 - a) Moving backward during updates.
 - (1) If Senators miss an opportunity to ask a question, they should ask the Chair after the meeting.
 - b) Speaking out of turn.
 - (1) Senators should raise their hands to be added to the speaker's list.
 - c) Personal opinions should be addressed with Chairs and not during the meeting.
2. SGA Parliamentarian Josh Rizzo '20 suggested that if Senators think something is Out of Order, they should not address it during the meeting, but with the Chair afterward.

B. Committee Updates

1. Committee updates are due to Rizzo '20 by 10 p.m. on Sundays.
2. Committees that meet on Mondays must submit their updates by 12 p.m. on Tuesdays.

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

A. Senator Takeovers

1. Class of 2023 Senator Ashley Greene will do the next SGA Takeover on Tuesday, March 3.
2. If Senators are interested in doing an SGA Takeover, they should contact SGA Publicist Cobbina Appiah '21.
3. Fabiano '21 asked what a Senator Takeover is.
 - a) An SGA Takeover is like a "Day in the Life" posted on SGA's Instagram story.
 - b) It also counts as a tabling credit for Senators.

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

A. Nothing new to report.

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

A. Nothing new to report.

XI. CHAIR REPORTS:

A. Residence Life Committee: **Nick Barber '23**

1. Door Propping

- a) Residence Life plans to hang signs around the residence halls.
- b) RAs are going to talk to residents when they are on their rounds.
- c) Residence Life held area meetings yesterday to discuss the issue.
 - (1) Students who did not attend the meeting should have received an email summary from their respective Area Coordinator (AC).
- d) If students have problems with any doors, they should submit a work order or contact Residence Life.
- e) If a door is malfunctioning and a student has to contact MCPD to open it, the student will not be charged.

2. Programming

- a) Residence Life is in the process of installing whiteboard calendars in the residence halls to advertise upcoming programming.

3. Vending Machines

- a) Class of 2023 Senator Nick Barber is going to inspect the vending machines and see why they are not accepting money on Mack Cards.
 - (1) Gallagher '20 asked Barber '23 to record dates and times they do not work.
- b) Mallett '20 said the problem with the vending machines and Mack Cards may be a misunderstanding between meal plan dollars and money added to the cards.
 - (1) Hooper '21 asked if vending machines can be changed to accept meal plan dollars.

4. Peepholes on Doors

- a) Peepholes were added to all residents' doors in O'Brien Hall over winter break.
- b) They will be added to other residence halls in the coming months.

B. Campus Infrastructure Committee: **Sam Mathews '22**

1. Cleaning in North and South Residential Villages

- a) North Residential Village (Houses 6-7) gets cleaned on Wednesdays.
- b) South Residential Village (Houses 1-5) gets cleaned on Fridays.
- c) If students notice they are not being cleaned, they should contact Class of 2022 Senator Sam Mathews as soon as possible.

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2. MPR Floors
 - a) The MPR floor is slippery because it is cleaned daily.
 - b) Hooper '21 asked if it needs to be cleaned daily, or if there is a different solution or wax that can be used.
 - c) Class of 2021 Senator Tayleigh Tierney Honan asked if the MPR floor is also swept because it is typically dirty.
 - d) Class of 2020 Senator Morgan Proko believes most of campus cleaning supplies were changed to be eco-friendly, which could be affecting the floor.
 - e) Fabiano '21 suggested cleaning the floor with the solution once per week but sweeping it daily.
 - f) Hare '20 recommended finding out how the floors are supposed to be cleaned. If they are supposed to be waxed, the solution could be damaging them.
 - g) Rizzo '20 asked if waxing the floor has been opposed.
 - (1) No, waxing has not been opposed. The Committee was only told that a new solution is being used.
 3. Water in McQuade Library
 - a) The College is considering installing a water fountain on the first floor of the library.
 - b) A water jug from Sparky's may be moved to the library.
 4. O'Brien Hall Exit Doors
 - a) The O'Brien Hall emergency doors are being addressed by Residence Life through a poster campaign.
 - (1) Class of 2020 Senator asked what Residence Life's next steps will be if the poster campaign does not work.
 - (2) Mallett '20 said there will most likely be cameras monitoring the doors and documentation of students who use them.
 - (3) Barber '23 said the cameras are already being used by MCPD to identify students.
 - (4) Hooper '21 mentioned that RAs in O'Brien Hall are posted outside of the doors in-between rounds.
 5. Other Updates
 - a) A light may be installed under the tunnel of Deegan West.
 - b) There may be a shuttle shelter installed, potentially near Dunkin Donuts.
- C. Diversity Affairs Committee: **Tiana Lawrence '20**
1. Nothing new to report.
- D. Academic Affairs Committee: **Tayleigh Tierney-Honan '21**
1. The current status of the biology master's degree is unclear.
 - a) It was approved by the School of Science and Engineering but denied by the Provost's Office because of unclear course tracks for concentrations.
 - b) After it is revised by the department, it will need to be approved by the Provost's Office, the Faculty Senate, the Board of Trustees, and President Hopey.
 - c) The Board of Trustees only meets in March and June, which will make the process more challenging.
 - d) The program most likely will not be offered until 2021.
- E. Environmental Affairs Committee: **Morgan Proko '20**
1. SGA has created a recycling poster, which is in the process of being hung up around campus.

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2. The Environmental Affairs Committee is meeting with Campus Ministry tomorrow to discuss donation ideas for Sweeps Week at the end of the year.
3. Hare '20 expressed concern about the lids on the dual trash and recycling bins being switched, thus leading to contamination.
 - a) The Committee will follow-up on this.

F. Information Technology Committee: **John-Paul Haley-Read '20**

1. Nothing new to report.

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

1. Nothing new to report.

H. Dining Committee: **Tim Hare '20**

1. Grab-and-Go Options in the Sanctuary
 - a) There are hot grab-and-go chicken wings and tenders, as well as mozzarella sticks and mac-n-cheese bites in the Sanctuary.
2. Grab-and-Go Options in the Warrior's Den
 - a) Not all Simply-to-Go products are eligible to be purchased with a meal swipe.
 - (1) For example, sushi and some sandwiches are not.
 - b) The eligible products are typically wrapped and not in a box.
 - c) Rizzo '20 expressed concern over some meal swipe options being mislabeled.
 - (1) The Dining Committee will follow-up on this.

XII. UNFINISHED BUSINESS:

A. Hamel Health Doctor's Note

1. If Senators know of professors who require doctor's notes or do not accept them, they should contact Gallagher '20 as soon as possible.

XIII. NEW BUSINESS:

A. Accessible Buildings on Campus

1. Gioia '23 asked if SGA can address the lack of accessible residence halls because only two have elevators.
 - a) The Campus Infrastructure Committee will address this in its next meeting.
 - b) Class of 2021 Senator Leena Ali said she asked this at the last Pizza with the President and was told that Merrimack College legally abides by ADA.

B. Colored Lights Outside of Palmisano

1. Barber '23 asked if there are any updates to the colored lights outside of Palmisano.
 - a) Mathews '22 said they can be used for special events, but not regularly.

XIV. ANNOUNCEMENTS:

A. Pizza with the President 2/25

XV. ROLL CALL:

A. Mallett '20 took attendance.

XVI. ADJOURNMENT:

A. Gallagher '20 adjourned the meeting until February 18, 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.