

STUDENT GOVERNMENT ASSOCIATION AGENDA

February 18, 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) Adrian Cintron (2022) Freddy Monroy (2023) Jackie Jordan (2022) John-Paul Haley-Read (2020) Lillian Schaefer-Calderon (2023) Morgan Proko (2020) Natalie Pagliocca (2021) Nicholas Barber (2023) Olivia Faulker (2022) Sophia Alpert (2023) Tiana Lawrence (2020) Tiffany Vo (2022) Tim Hare (2020)

Non-Voting Members:

Members absent: Abigail Hooper (2021) Alex Thelusma (2020) Ally Gioia (2023) Angie Wasi (2021) Ashley Greene (2023) Brandon Ellsworth (2022) Dan Hansen (2020) Geena Levine (2021) Jenna Stanish (2022) Kiley Martel (2023) Leena Ali (2021) Matthew Cavoli (2023) Melissa Driver (2023) Sabella Fabiano (2021) Sam Grenier (2023) Sam Mathews (2022) Tayleigh Tierney Honan (2021) Victoria Ponte (2021)

Students in attendance:

Staff in attendance: 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 not met.
 1. Under Article V, Section 2 of the SGA Constitution, three-fifths (3/5) of the Executive Board constitutes a quorum when the entire SGA cannot convene immediately.

II. APPROVAL OF MINUTES FROM: February 11, 2019

- A. The minutes were approved.

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

- A. Staff Presenters: Bob Wilkey
 1. Bob Wilkey, the General Manager of Sodexo at Merrimack College, presented dining updates to SGA as well as answered Senators' questions.
 2. A new dining facility similar to the Warrior's Den will open in the Church of Christ the Teacher.
 - a) Dining has not finalized what it will serve but has a few ideas.
 - b) Ideally, mobile ordering will be available at this location.
 3. Dining is working on building a team to improve dining services across campus.
 - a) Jari, an executive chef, was hired at the end of last semester.
 4. Class of 2020 Senator Tim Hare asked how the omelet station operates and what its limitations are so students can have reasonable expectations.
 - a) As the Merrimack College population grows, so does the demand for omelets.
 - b) At the current omelet station, approximately 24 omelets can be cooked at a time.
 - c) Dining determined that moving the station to the Mongolian Grill would make no difference in how many omelets can be cooked at a time.
 - d) Ideally, Dining would like a larger grill, but this would require new equipment.
 - e) For now, Dining is focused on producing high-quality food.
 5. Class of 2020 Senator JP Haley-Read asked if it is possible to create an opt-in swipe donation program.
 - a) Currently, the swipe donation program has made a lot of progress.
 - b) However, this idea has potential for the future of the program.

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6. Class of 2022 Senator Tiffany Vo asked why the register in the middle of the Warrior's Den is often unstaffed.
 - a) Dining will follow-up on this because it is supposed to be staffed at lunch.
 7. Vo '22 asked if it is possible to install a blender station in Sparky's.
 - a) Dining can look into this to see if it is logistically possible.
 8. The U-Cook station is very underused, so Dining sees this as a space that can be repurposed.
 9. Dining is also looking at rearranging some stations.
 - a) For example, the ice cream and comfort stations both attract large crowds and are right next to each other.
 10. Dining has been focused on addressing students' needs and wants, such as serving healthier options and cuisine from different cultures.
 11. Class of 2020 Senator Tiana Lawrence asked if rotations of food in Sparky's can be increased on weekends because typically only breakfast food is served.
 - a) Dining will look into this, but the number of students who swipe into Sparky's on the weekends is significantly less.
- B. Pizza with the President
1. Next week, SGA will attend Pizza with the President in place of its meeting.
 2. The attendance policy will be in effect, but not the dress code policy.
 3. Senators should encourage other students to attend by posting the flyer on their social media.
- C. March 3, 2020
1. The Massachusetts Primary is on Tuesday, March 3, 2020.
 2. If Senators need to go home and vote, they should contact Mallett '20 as soon as possible.
 - a) This will count as an excused tardy or absence.
 3. Hare '20 offered Senators absentee ballots if they are unable to go home.
- D. Shuttle Schedule
1. SGA Vice President Bia Kerr '22 said the new off-campus shuttle schedule has been prompt and efficient, especially at East Mills.
 2. Class of 2020 Senator Morgan Proko asked if the shuttle cover discussed at the last SGA meeting will be installed because a lot of students have been waiting in the rain.
 - a) Rose McCarthy suggested that SGA address this at Pizza with the President.

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

- A. Student Organization Update
1. Mountain Biking Club and Athletic Training Club are going to present to SGA on Tuesday, March 3, 2020.
 2. The Student Organization Committee is in the process of reaching out to clubs' executive boards to ensure they feel supported by SGA.
 3. Proko '20 asked if the Star Wars Club advertised in the From the Dean's Desk email is an SGA recognized club.
 - a) Rose McCarthy said no, but it is in the process of recruiting members to present to SGA.

V. SECRETARY'S REPORT: Haley Mallett '20

- A. ASD Tabling 3/1
1. The next tabling event is Admitted Student Day on Saturday, March 1.
 2. A sign-up sheet will be sent to Senators following the meeting.

VI. TREASURER'S REPORT: Liam OCearuil '22

- A. Finance Bylaws

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1. SGA Treasurer Liam OCearuil '22 reviewed Article IV of the Finance Bylaws:
 - a) Section 1: Fundraising
 - (1) Fundraising can be fronted from an organization's SGA allocated budget but needs to be replenished from the fundraiser.
 - (a) The remaining profit will go into the organization's income line.
 - (2) Organizations are allowed to go into a negative balance for fundraising because the assumption is they will raise money.
 - (a) However, the negative balance cannot exceed 50% of the cost of the fundraiser.
 - b) Section 2: Meals at Events
 - (1) Organizations cannot spend more than 50% of their total SGA allocated budgets on food.
 - (2) Any remaining food purchases must be paid out of pocket by its members or through fundraising.
 - (3) Any exceptions must be reviewed and approved by the Finance Committee and the Office of Student Involvement.
 - c) Section 3: Clothing and Personal Items for Members
 - (1) SGA will only fund 50% of swag for organizations' members.
 - (2) Members must pay the other 50%, or organizations can fundraise to pay it.
 - d) Section 4: Banquets and Formals
 - (1) Organizations are limited to fund one banquet out of their SGA allocated budgets.
 - (2) Moving forward, there will be a separate request form for banquet or formal funding.
 - (a) This form will have to be submitted at least 10 weeks in advance, which is especially important for off-campus events.
 - (b) The form will also ask for a breakdown of all costs.
 - e) Section 5: Recruitment Events
 - (1) SGA will only fund events that are open to the entire campus.
 - (2) If an event is invite-only, SGA will not fund it.
 - f) Section 6: Promotional Materials
 - (1) Promotional materials can be purchased using organizations' SGA allocated budgets.
 - (2) All logos, emblems, designs, and so on must be approved by OSI.
 - g) Section 7: Conferences and Travel
 - (1) Organizations can only spend their SGA allocated budgets on one conference per year.
 - (2) Anything that involves travel, registration fees, and lodging fees qualifies as a conference-like event.
 - (3) Moving forward, there will also be a separate request form for conferences and travel funding.
 - (a) This form will have to be submitted at least 12 weeks in advance.
 - (4) The form will also ask for a breakdown of all costs.
 - (5) The organization's advisor is required to travel to the conference or event, and their travel and lodging must be paid for.
 - (6) There are also limitations on the amount organizations can spend on conferences.
 - (a) This also affects the number of members they can bring.

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- (b) For example, if an organization has a budget of \$19,000, it can spend 30% of its budget on the conference.
- (7) Any exceptions must be reviewed and approved by the Finance Committee and the Office of Student Involvement.
- h) Section 8: Other Purchases and Restrictions
 - (1) Organizations cannot spend more than \$25 per gift for senior members.
 - (2) Fraternities and sororities can only purchase ritual items if approved by the Finance Committee and the Office of Student Involvement.
- 2. Hare '20 asked if every student organization can be allocated a minimum initial budget.
 - a) The Finance Committee ensures that all organizations have the opportunity to request funds.
 - b) OCearuil '22 suggested adding that every organization is entitled to an initial budget. A minimum budget can also be set.
 - c) Class of 2023 Senator Nick Barber suggested that organizations have the opportunity to opt-into a minimum budget when they are approved by SGA.
 - (1) They can also opt-out and submit an initial budget request if they already have a financial plan in place.
- 3. Hare '20 asked why pullbacks happen four times a year.
 - a) The Finance Bylaws allow for up to four times a year, but usually, they are only conducted one to two times.
 - b) This is only in place to protect the student organizations budget.
- 4. Haley-Read '20 asked if organizations can submit more requests if they exceed a certain amount of spending.
 - a) The Finance Committee needs to always give organizations an opportunity to ask for more funds.
 - b) However, requests are evaluated on a case-to-case basis.
 - c) If organizations with large initial budgets request more funds, the Finance Committee usually asks for more information and works with them to restructure their current budget.
 - d) Rose McCarthy suggested adding a section to the supplemental budget form that states organizations must explain why they need more funds if their expenses can be covered by their current budget.
 - e) SGA Vice President Bia Kerr '22 also suggested adding a section that explains why some organizations are allocated more funding than others.
- 5. The new budget request forms will most likely be launched next year through the Warrior Network.
- 6. Mallett '20 will resend the Finance Bylaws to Senators to review before the vote at the next SGA meeting.

VII. PARLIAMENTARIAN'S REPORT: Josh Rizzo '20

A. Committee Updates

- 1. SGA Parliamentarian Josh Rizzo '20 is working with Gallagher '20 to clarify the meaning of "point of clarification" as well as "personal statement" versus "personal opinion."

VIII. PUBLICIST'S REPORT: Cobbina Appiah '21

A. Senator Takeovers

- 1. Senators are encouraged to sign-up for a Senator Takeover.
- 2. This will count as a tabling credit.

IX. GRADUATE FELLOW'S REPORT: Hanna Christ

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- 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. Housing forms and deposits are due on Thursday, February 27, 2020.
 - 2. Residence Life encourages students to utilize the notes section on the housing form.
 - a) Any extra information provided will be taken into consideration by Residence Life when making housing placements.
 - 3. All of the vending machines in the residence halls are working.
 - a) If a vending machine does not accept funds loaded onto a Mack Card, there is most likely a problem with the student's Mack Card.
 - 4. Residence Life policy states that doors cannot be propped and must be locked at all times.
 - a) If students are found in violation of either or both policies, they could be documented.
 - b) Hare '20 asked if only a dorm's front door should be locked or bedroom doors as well.
 - (1) All doors should be locked, including front and bedroom doors.
 - B. Campus Infrastructure Committee: **Sam Mathews '22**
 - 1. Nothing new to report.
 - C. Diversity Affairs Committee: **Tiana Lawrence '20**
 - 1. The Diversity Affairs Committee is planning to meet with Becky Jimenez, Associate Dean of Students, to expand diversity training among more students.
 - a) The Committee hopes a curriculum can be established for specific audiences in the future, such as student employees, faculty, and staff.
 - 2. The Hair Show is being revamped. Updates are coming soon.
 - D. Academic Affairs Committee: **Tayleigh Tierney-Honan '21**
 - 1. Nothing new to report.
 - E. Environmental Affairs Committee: **Morgan Proko '20**
 - 1. The Environmental Affairs Committee brought the dual trash and recycling bin issue to Felipe Schwarz's attention, who is addressing it.
 - 2. The Committee met with Campus Ministry to discuss Sweeps Week donations.
 - a) They plan to have colored donation bins to indicate what they are for.
 - b) The Committee will meet with Campus Ministry again soon.
 - F. Information Technology Committee: **John-Paul Haley-Read '20**
 - 1. Nothing new to report.
 - G. Career Affairs Committee: **Tiffany Vo '22 presented for Alexandra Gioia '23**
 - 1. Spring Internship and Career Fair is on Wednesday, February 26, 2020, from 2 to 4:30 p.m.
 - a) All employers who will be in attendance are listed on Handshake.
 - 2. There will be kickoff events on Monday, February 24 and Tuesday, February 25 for students to review their resumes.

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- H. Dining Committee: **Tim Hare '20**
1. A sign advertising the smoothie bowls is in the process of being made.
 2. The pre-made meal swipe options in the Warrior's Den may run out during the day because they are new, but the number being made will be adjusted.
 3. Gluten-free and wheat buns should be more regularly available at the Food Truck.
 4. The omelet station in Sparky's closes at 10:45 a.m. on weekdays to ensure there is enough time to transition to lunch.
 5. The Food Truck repair was completed a week early and is now running again.
 6. A water jug is now available in the Library Cafe in McQuade Library.
 - a) OCearuil '22 asked where the jug is located.
 - b) The jug is located on the counter of the Library Cafe near the information desk.
 7. Hare '20 encouraged Senators to repost Dining advertisements on their social media.
- XII. UNFINISHED BUSINESS:
- XIII. NEW BUSINESS:
- 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 March 3, 2020.

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.