

Student Government Association:

September Senate Minutes

Minutes from the following meetings of the Senate are included in this document:

[August 29, 2016](#)

[September 12, 2016](#)

[September 19, 2016](#)

[September 26, 2016](#)

Senate Minutes

DATE: 8/29/2016 | TIME: 3:30PM | LOCATION: Hearthstone

Meeting called by:	Maggie Bean	Attendees:
Type of meeting:	Senate	Logan Rice, Charlie Carucci, Haley Parent,
Facilitator:	Maggie Bean	Dustin Yost, Bayley Palzer, Aaron Leonard,
Note taker:	Marissa Laro	Jared Knepper, Jeffrey Diehl, Marissa Laro,
Timekeeper:	Marissa Laro	Tyler Peyton and David Lee Fidler

I. **Call to order** at 3:40pm

II. **Approval of Minutes**

Minutes were approved at the end of last summer via email

III. **Introduction to Parliamentary Procedures** - *These procedures allow for meetings to flow better. They help to facilitate the conversation and allows for everyone to be involved. Logan will forward Parliamentary Procedures to everyone.*

IV. **Summer Committees and Task Forces Updates**

A. Elections: *First Year Senate applications were given to all First Year students in their orientation packets. Applications are due on Tuesday September 6th. Applications and signature sheets can be found in Hearthstone for First Years to pick up. Voting will end on September 22nd and there will be an announcement party following. Placements of Senators on committees will be done once Senate is full by the end of September.*

B. Orientation Engagement: *Next Monday September 5th is the Student Activities Fair. The SGA will have a table. All Senate members have shifts. Dustin and Aaron are 3:30-4:00pm, Logan is 4:00-4:30pm, Charlie and Haley are 4:30-5:00pm, Kendall and Jared will have the final shift 5:00-5:30pm.*

Aaron makes motion approve to cancel next Monday's September 5th Senate meeting due to the Student Activities Fair. Charlie seconds.

Approved: All

Opposed: --

Abstained: --

Senate meeting is canceled for Monday September 5th. All information to be discussed can be handled via email until the next Senate meeting.

C. Diversity: *Deferred until next meeting.*

D. Fall SGA Training: *Deferred until next meeting*

E. Club Training: *Training will be similar to last year's training. Title IX and Leadership skills will be discussed during training. Deadline for Appendix Gs is Monday*

September 5th. Jared will coordinate with Sam in order to solidify a deadline and how it will communicate to campus.

V. ASGA Takeaways

- A. Traveling Office Hours: Traveling office hours consists of each member of the SGA taking five minutes every day to speak with someone about anything SGA related. These can be done anywhere. It is recommended in the dining hall, classes, Fireside Lounge, EATs, and the Commuter Lounge in CCM. The hours can also be done at club meetings. We want to make students aware of the SGSA and what we do and are trying to achieve. There will still be regular office hours in Hearthstone. One hour of regular office hours will be taken out of Hearthstone and be replaced with traveling office hours.
- B. Enhancing Hearthstone Space: The ideas to enhancing the space are to add a copier/ printing station to go along with the coffee and charging station. This allows for the office to be more resourceful for students. It helps bring students in and familiarize them with the space. This will help make the room more welcoming and make the SGA members more approachable. We can promote these enhancements during traveling office hours. We should also be reminding students at these times that they are able to rent the Hearthstone space for events and activities such as club meetings. The last enhancements would be to have our faces on the door of the Hearthstone or the glass wall. This way students can become familiar with our faces so it is easier for them to reach out to us. Also improving the "Who We Are and What We Do" binder will be helpful when enhancing the space and explaining why we are here, exactly who we are and our positions.

VI. Legislative Acts

A. Finance Assistant Bill

1. The bill to approve a Deputy Director of Finance states that the position of the Director of Finance is to deal with the finance and the budget of SGA. With this some tasks may become overwhelming for one individual. There was a finance assistant for the full 2015-2016 academic year. The bill states that there is a need for the Deputy Director of Finance (Finance Assistant) position for the 2016-2017 academic year.

Dustin motions to approve bill to appoint a Deputy Director of Finance. Charlie seconds.

Approve: All

Opposed: --

Abstained: --

Bill has been passed.

2. The bill to delegate authority to recommend a chosen candidate to the Deputy Director of Finance position to the SGA Director of Finance states that the Deputy Director of Finance will work closely with the Director of Finance. Meaning the Director of Finance is able to make a recommendation of a candidate for the position to be appointed for approval by the Senate.

Charlie motions to approve bill to delegate authority to recommend a chosen candidate to the Deputy Director of Finance position to the SGA Director of Finance. Haley Seconds,

Approved: All
Opposed: --
Abstained: --
Motion was passed.

B. Diversity Advisors Bill:

1. The first bill to appoint the Diversity Advisor position states that there is a need for a two diversity positions within the SGA. They will both be positions run similar to assistant positions. One person will be on the Senate and the other will be with the Cabinet for the 2016-2017 academic year. The Diversity Advisors will work to better advocate for minority groups and ensure that we are a diverse and inclusive group.

Charlie motions to approve bill to appoint Diversity Advisors. Haley Seconds.

Approved: All
Opposed: --
Abstained: --

Bill has been passed

2. The next bill is to delegate authority to recommend those candidates to the Diversity Advisor position. This bill states that the Vice President and the Director of Communications have been leading the diversity discussions and subcommittee pertaining to this initiative. The role will support heavily on the work of the Vice President and the Director of Communications. They will also be the ones to make a recommendation of the two candidates to be appointed to the position to the Senate for approval.

Dustin motions to approve bill to delegate authority to recommend chosen candidates to the Diversity Advisor positions.

Approved: All
Opposed: --
Abstained: David and Tyler

Bill has been passed

- C. Budget Proposal: A brief introduction to the budget was given to the Senate by the Director of Finance. Jeff explained what the budget will look like and where money is being allocated. Club participation and funding was discussed. In the past five years the the club budgets have not been used entirely. Jeff and Sam will be working on a way to better track club participation in order to better allocate club funds. The Senate also discussed using more of the budget to ensure we are improving club programming along with finding a better way to properly allocate the club budget.

VII. Any Questions? Comments? Other Ideas/Worries?

N/A

Meeting adjourned at 4:52 pm

Senate Minutes

DATE: 9/12/2016 | TIME: 3:30PM | LOCATION: Hearthstone and Google Hangout

Meeting called by:	Maggie Bean	Attendees:
Type of meeting:	Senate	Logan Rice, Maggie Bean, Charlie Carucci,
Facilitator:	Maggie Bean	Haley Parent, Kendall Dinsmore, Dustin Yost,
Note taker:	Marissa Laro	Bayley Palzer, Aaron Leonard, Jared
Timekeeper:	Marissa Laro	Knepper, Jeffrey Diehl, Marissa Laro, Tyler
		Peyton and David Lee Fidler
		Guest: Scott Nickerson, Lexi Tariff and Laurie
		Quinn

- I. **Call to order** at 3:36pm
- II. **Approval of Minutes** from 8/29/16
no changes to last meeting's minutes
Dustin makes a motion to approve; Aaron seconds.
- III. **Guest Speaking about Short Film Grant** - Lexie wrote script and it was accepted in three screen festivals. 36 Champlain students are working on this project as well. Scott is the producer of the project. Many students are using this film as an academic requirement and it comes to about \$70 per student for the grant. Production must be done by December. Only permit necessary will for the use of the Forever Young Treehouse in Oakledge Park.
- IV. **Senator plans for communication** - Plans for communications are creative plans to connect with constituents, engage them with the SGA and finding a better way to voice their needs and wants as a division. Plans for communication are required to be submitted two times per semester. One plan per division. These will be due by next meeting on Monday, September 19th.
- V. **Summer Committees and Task Forces Updates**
 - A. Elections: Kendall will be added to the election committee if needed. Finney Quad is booked. There are five applications for First Year Senators. Possible rain location could be Fireside Lounge or Hearthstone.
 - B. Diversity Update: Applications are due next Monday, September 19th at 5:00pm in Hearthstone.
 - C. Fall SGA Update: Training will be Sunday, October 2nd 2:00-8:00pm. Location is TBA.
- VI. **Office Hours**
 - A. Traveling Office Hours: One hour of traveling hours. There are multiple ways to fulfill this hour. The hour can be done at a structured event such as club meetings or on

campus event. Another way is to go out and talk to multiple people for the hour. Each person will take brief notes to report back to the group.

- B. Scheduling Hours: Marissa will be sending out all office hours by the end of the day. There will also be a temporary calendar on the Hearthstone door until all Senators elected. There will then be a permanent calendar posted when all SGA members hours are finalized.

VII. Legislative Acts

- A. **"False Awakening" Film Grant** - There is a precedent to cut makeup, camera equipment (batteries, chargers and filters), transportation and snacks. While reducing incidentals to \$50 for the possible permit charge. For costumes there is now club storage and it could be possible to absorb costumes into storage after production. This could be used for later film projects and other groups on campus down the road. Transportation is hard to track and divide between multiple drivers. There has never been reimbursement for gas. Mileage is the only thing able to be reimbursed.

Bayley motions to approve film grant for \$1478. Kendall seconds.

Approve: All

Opposed: --

Abstained: --

Film grant has been approved.

B. Bill for appointment of Finance Committee (non-SGA members)

1. Bayley motions to approve bill for appointment Julia Eddy to Finance Committee. Aaron seconds.

Approve: All

Opposed: --

Abstained: --

Bill has been passed.

2. Bayley motions to approve bill for appointment of Neil Cummings to Finance Committee. Dustin seconds.

Approve: All

Opposed: --

Abstained: --

Bill has been passed.

C. Bill for Club Budget

Aaron motions to approve bill for club budgets of \$90,000 for 2016-2017 academic year. Haley seconds.

Approve: All

Opposed: --

Abstained: --

Bill has been passed.

- VIII. **Laurie Quinn addresses Senate** - Nationally there have been unions for adjunct faculty members. Faculty and staff unions are very new to Champlain in the past two years. There have been more than 20 bargaining sessions to discuss the collective bargaining agreement. This is a three year agreement that will improve pay and professional development funds for adjunct faculty. The first year the raises will be higher to catch

people up with the correct pay and then the raises in the following two years will be lower and more comparable to normal raise rates. There will be more consistent and thorough performance evaluations with this agreement. Champlain has been giving consecutive wages the last four year prior to Laurie Quinn's start at Champlain College. The agreement is in place as of right now. There are now more rules about how to work with part-time faculty. Using social media, email, along with personal conversations to provide the information to students.

IX. Any Questions? Comments? Other Ideas/Worries?

N/A

Meeting adjourned at 5:23 pm

Senate Minutes

DATE: 9/19/2016 | TIME: 3:30PM | LOCATION: Hearthstone and Google Hangout

Meeting called by:	Maggie Bean	Attendees:
Type of meeting:	Senate	Logan Rice, Maggie Bean, Charlie Carucci,
Facilitator:	Maggie Bean	Haley Parent, Kendall Dinsmore Dustin Yost,
Note taker:	Marissa Laro	Bayley Palzer, Aaron Leonard, Jared
Timekeeper:	Marissa Laro	Knepper, Jeffrey Diehl, Marissa Laro, Tyler
		Peyton, Harold (Sam) Hodges and David
		Lee Fidler
		Guest: Desiree Roberts

I. **Call to order** at 3:37pm

II. **Approval of Minutes** from 9/12/16

no additions, deletions, or changes to last meeting's minutes

Kendall makes a motion to approve; Bayley seconds.

III. **Guest Speaking on Grants** -

- A. *Dog Days of December*: in event promotion class where students must hold an event during the semester. There will be a tropical beach theme spa ticketed event. This will be a stress relieve event for students before finals. The fundraiser proceeds will go to Passions 4 Paws a local animal rescue organization. There will be sponsored dogs at each station at the event. There will be an esthetician and DIY spa scrubs. There will be a raffle with items donated from sponsors.

IV. **Current Business**

- A. Update on Fall Elections: Elections are currently open. Jared is looking to send a reminder email to hopefully get the voting rate up to 50%. The election party will be this Thursday night September 22nd on Finney Quad from 6:00-8:00pm. All members are strongly encouraged to go.

B. Senator overview on Plans of Communication:

1. CCM Senators: Senator's plan is to have a smoothie and movie event. Their goal is to use Hearthstone if not another location that is more based around CCM. The movie will be voted on by CCM students.
2. ITS Senators: Plan is to use google forms and Facebook to communicate with students when they have questions and to find their availabilities times. Their event is to have a hack-a-thon event in mid-November.

3. BUS Senators: Their plan is to have a Q&A between Champlain College faculty who have been business owners and students. Another potential idea could be about having a larger honors night and how to make that more inclusive or some sort of business banquet.
4. EHS Senators: A google form was created to create contact between students and Haley. Laurel and Haley will be meeting to discuss implementing the CPR event from last year into something else. Possibly having a Women in EHS group if there is a interest from students. It is possible to also co-sponsor an EHS event as well.

V. New Business

- A. Co-sponsorship opportunity with ODI: Ame Lambert emailed Logan and Maggie in co-sponsoring a brown bag discussions_____event. This would be part of a brown bag lunch discussion series the ODI does but we would only be co-sponsoring one event. It will be at the end of October/ early November. This will be a discussion based event where people are able to discuss matters that impact them while also eating a meal. The new Diversity Advisors will be helpful for this event.

VI. Legislative Acts

- A. **Bill for Club Budgets Fall 2016**- Club Budgets amounts were discussed by the finance committee. They took into account what each team really needed and what should actually be considered for a grant. They considered way that these clubs could cut their funds or better use their set budget to fulfill their club needs. They tried to cut any non-ongoing activities and what is the bare minimum that the club can use for the semester. We were only able to fund about 70% of what was asked. Most of the cuts were done because those clubs can put in grant requests for events. The grant fund was also looked at when the cuts were being made. Also taken into account what past budgets were and how much were used along with the history of the club. More readable notes will be added to the document to explain the budget amounts. Clubs are able to appeal budgets.

Approve: All
 Opposed: --
 Abstained: ---

Club budgets has been approved.

- B. **Bill for EVT - Dog Days of December** The SGA recommends that the event is donation based and that entry fee is not required. For decorations the group could reach out to Student Activities for use of their beach/ tropical materials.

Dustin motions to approve bill for EVT - Dog Days of December for \$750; Kendall seconds.

Approve: All
 Opposed: --
 Abstained: --

Bill for EVT - Dog Days of December for \$750 has been passed.

- C. **Bill for EVT - ECHO Event**

Dustin motions to approve bill for EVT- ECHO Event for \$428; Kendall seconds.

Approve: All
Opposed: --
Abstained: --

Bill for EVT - ECHO Event for \$428 has been passed.

VII. Any Questions? Comments? Other Ideas/Worries?

N/A

Meeting adjourned at 5:06 pm

Senate Minutes

DATE: 9/26/2016 | TIME: 3:30PM | LOCATION: Hearthstone and Google Hangout

Meeting called by:	Maggie Bean	Attendees:
Type of meeting:	Senate	Logan Rice, Maggie Bean, Charlie Carucci,
Facilitator:	Maggie Bean	Haley Parent, Kendall Dinsmore Dustin Yost,
Note taker:	Marissa Laro	Bayley Palzer, Aaron Leonard, Jared
Timekeeper:	Marissa Laro	Knepper, Jeffrey Diehl, Marissa Laro, Tyler
		Peyton, Harold (Sam) Hodges, David Lee
		Fidler, Morandah Garrett, Erin Warner,
		Hannah Welburn, Michael-Paul Ho Kang Yo

- I. **Call to order** at 3:31 pm
- II. **Approval of Minutes** from 9/19/16
no additions, deletions, or changes to last meeting's minutes
Kendall makes a motion to approve; Bayley seconds.
Approved: All
Opposed: --
Abstained: --
- III. **Guest Speaking on Grants -**
 - A. *Montreal International Game Summit Grant:* November 13-15th. A large conference from the game industry, there will be speakers, presentations, and networking opportunities. The grant is for the one individual's registration fee. She is looking at holding meetings with other female game majors this would be a time where she will explain the conference.
- IV. **Introduction for New Members -** Introduction of all members in Cabinet and Senate.
- V. **Current Business**
 - A. *Falling Training Update:* Training will be this Sunday October 2nd from 2-8pm. In CCM room 233 there will be Moe's for dinner.
- VI. **New Business**
 - A. *Black Lives Matter Flag:* We will be tabling this until next committee because we are missing 4 Senators.
 - B. *Selecting Committees:* Finance Committee is full, Fall Election Committee is over, Spring Election Committee is not being decided on as of right now. Members will be added to the Committees google document.
- VII. **Legislative Acts**
 - A. *MIGS Grant- Recommendation from group are that we support this but to get everyone who would like to go to this conference involved in the grant process. We would be setting a precedent now if we funded this grant in full. **We will table this until next week.***
Kendall makes motion to approve grant of \$240 for MIGS; Bayley seconds.

VIII. Updates from Cabinet and Senate

IX. Any Questions? Comments? Other Ideas/Worries?

N/A

Meeting adjourned at 4:09 pm