

Student Government Association:

# House of Representatives Minutes

August & September 2017

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

[August 28, 2017](#)

[September 11, 2017](#)

[September 18, 2017](#)

[September 25, 2017](#)

# House of Representatives | MINUTES

DATE: August 28, 2017 | TIME: 3:30PM | LOCATION: Hearthstone

Meeting called by:	Bianca Roa	Attendance: Christa Bennet, Bianca Roa, Zhomart Dairov,
Type of Meeting:	Cabinet	Kiana Best, Kendra Gagnon, Alan Barlow, Dustin Yost,
Facilitator:	Bianca Roa	Aaron Leonard, Ben Heller, Montserrat Guerrea-Solano,
Note Taker:	Alan Barlow	Gabriel Ingham, Elijah Santos, Brett Schwartz, Julia
Timekeeper:	Alan Barlow	Woodward, Ciaran Buckley, Betsy Allen-Pennebaker, and
		Michelle Miller.

**I. Call to order at 3:32 PM**

**II. Approval of Minutes** from April 24, 2017 Cabinet meeting

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

Aaron makes a motion to approve; Dustin seconds.

Approved: All

Opposed:0

Abstained:0

Motion approved

**III. New Business**

**A. SGA Training Day**

1. Cabinet attended ASGA, learned a lot, will need a half-day to run an important training
2. Training Day should happen after elections, on Sept. 19th
3. General Consensus that Sunday's might be best, only half day event
4. Excited for the new year

**B. Diversity & Inclusion Ideas - Bekah and Kiana**

1. Bekah: During Heritage & Identity Month, would like to propose SGA take on some events during the month, Chaplain has not historically done many events for infinity months
2. Would be part of 2020 plan to be more diverse
3. September, Hispanic Postering Activity, Movie Event, Donate towards Charity
4. Along with each month (up to 2 events), Engage people with the culture
5. Dustin: Like, it would be cool to partner with ODI
6. Bekah: Would be great to partner with infinity groups on Campus
7. Great way to show we are committed to diversity
8. Simple to plan and long-term streamlined
9. Michelle: Are there students who work in Student Life who plan diversity events
10. Bianca: Concern with a lot of events
11. Kiana: assumed others would be interested in involved
12. Bianca: Let's form a committee
13. Zhomart: What is your plan for funding

14. Kiana: We are just thinking the cost of
  15. Bekah: Does not think it will be much
  16. Julia: Will you be able to find anything
  17. Michelle: Partner with library to get films
  18. Bianca: Do we have a diversity fund?
  19. Zhomart: yes
  20. Bianca: can we use it?
  21. Zhomart: Yes
  22. Zhomart: Increased budget to \$4,000
  23. Michelle Diversity plan is \$2,000 of Budget per bylaws
  24. Bianca: Moving forward, start a document that outlines what you would like to do and a game plan for semester or year. Plan for initiatives and events.
  25. Michelle: Describes what bylaws say about special committees, just need to decide to form one
  26. Bianca: Would it be best to make it a standing committee?
  27. Michelle: Yes, it should be one as Kiana's description says she will head that committee
- Bianca requests motion to discuss movement for the formation of a Diversity Committee.

Dustin makes motion, Montse seconds.

Discussion:

Is the Diversity Committee something that should be formed

Snaps

Bekah: Can SGA committee have outside members?

Michelle: Yes

In favor: all

Against: none

Abstentions: none

The formation of the SGA Diversity Committee has been approved.

#### C. Elections Committee

1. Running full force into elections. Application is out. 3 positions are campus engagement (1) rep, incoming student rep(3), and upperclassman rep(3), elections results and party sept 19, spread the word on elections, we will be tabling to help get the word out, sign up for a time after the meeting to help out if you can,
2. Dusting: have we done any social media posts to get word out
3. Monique: working on poster ideas to help with first years. Uncle sam is probably too political right now, photo session with Chauncy: I dare you to get involved.
4. Dustin: when will poster be posted and emails sent out?
5. Emails have never actually be sent out. Recruiting typically activities fair and flyers in orientation packets
6. Get posters out asap because it takes time to actually get them up.
7. Alan: personal worry is about upperclassmen not first years because they are new positions.
8. Talk to friends and encourage people to run.

Julia: upperclassmen check email more frequently and are on campus less

Michelle: Have to get approval from Student Life to get the email list, challenges sending out email through google, only 500 emails a day sometimes

Monique: Idea of doing a 1-minute video to ask professors to play in class, just needs help with filming.  
Bekah and Montse willing to help  
Betsy: Reach out to RAs to recruit students suggested at ASGA  
Michelle: Whoever is working on ballot needs to talk to me  
Alan: That would be me

#### IV. Legislative Acts

##### A. Bill to appoint Deputy Director of Finance

1. Zhomart: Main responsibility to maintain financial sustainability of SGA budget. Already has a list of potential candidates. Would like to let you know that it is coming up soon.
2. Bianca: Bill to allow Zhomart to do this.
3. Michelle: Fourth year of the position
4. Ciaran: Why does it need to be done each year?
5. Michelle: Wording of bill requires annual check-in

Bianca requests a motion to discuss

Dustin: One person can't handle all of this

Montse: Does Zhomart make sole decision?

Bianca: Like Cabinet positions, Zhomart recommends chosen candidate to House of Reps

Zhomart: Just helping me out, no votes

##### *Part I of bill*

All in favor: all

Opposed: none

Abstentions: none

Motion is approved

##### *Part II*

All in favor: all

Opposed: none

Abstentions: none

Motion is approved

##### B. 2017-2018 Academic Year Total Budget Allocation

1. Zhomart working on budget, after talking with Jeff and Michelle, made some changes to current breakdown. Decreased SGA events budget and increased Grants budget.
2. Dustin: What is capital used for?
3. Zhomart: Capital is used for Senior Gifts
4. Michelle: That is based on number of graduates, not available yet, current number is based on most amount SGA has ever paid with a cushion, number will be available in the fall
5. Ben: Isn't that a lot of money that is just sitting around?
6. Dustin: It is just about where it is and we can reallocate later
7. Zhomart: Accurate description

Bianca request motion to approve proposed 2017-18 Budget Allocation, Dustin makes motion, Brett Seconds

Approved: all

Opposed: none

Abstentions: none

Motion is approved.

Zhomart is in the middle of forming finance committee. Needs at least 2 SGA members. Discussion on whether it was discussed at April meeting. It was not. Michelle: Bylaws does not allow for SGA . Aaron and Gabe will be SGA reps in Finance Committee. Zhomart asks for community names.

No Meeting Next Week, but come to the Activities Fair

ITS Updates: Sept 29th conference, 2 speakers lined up. 3-5 clubs tabeling at the event. Going to meet later this week to talk about food. Meeting with Lisa Mazz about Campus Wide Google Calendar

**V. Meeting adjournment at 4:31 PM**

# House of Representatives | MINUTES

DATE: September 11, 2017 | TIME: 3:30PM | LOCATION: Hearthstone

Meeting called by:	Bianca Roa	Attendance: Christa Bennet, Bianca Roa, Zhomart Dairov, Kiana Best, Kendra Gagnon, Alan Barlow, Dustin Yost, Ben Heller, Montserrat Guerrea-Solano, Gabriel Ingham, Julia Woodward, Ciaran Buckley, Betsy Allen-Pennebaker, and Michelle Miller.
Type of Meeting:	Cabinet	
Facilitator:	Bianca Roa	
Note Taker:	Alan Barlow	
Timekeeper:	Alan Barlow	

Proxy: Dustin for Aaron, Montse for Hansel

**I. Call to order** at 3:35 PM

**II. Approval of Minutes** from August 28, 2017 Cabinet meeting

no addition, deletions or changes to last meeting's minutes.

### III. New Business

#### A. Green Revolving Fund Committee

1. Gabe: Looking for involved Student Leader to be on the committee, is involved on campus about sustainable. Sky's the limit. Contact Christina Ericson if you are interested in getting involved. They meet twice a semester. Way to get more involved with people on campus including Physical Plant, Sustainability, and others.

#### B. College for All Rally with Senator Sanders (Page 2)

1. Email from Senator Sander's office (see attached email)
2. Hansel: Willing to design poster, think it is great event to engage students.
3. Ben: Do we have active political groups on campus?
4. Bianca: Groups focused on activism not necessary politics. Thoughts on who we should engage with?
5. Bekah: Personally, okay with it. Worried about super liberal view. We should look for comment on it from outside SGA?
6. Ben: Does send a message on political affiliation, however topic is affordable political affiliation.
7. Montse: In line with President Laakmann messages.
8. Bianca: Will move forward with bringing to campus.

### IV. Legislative Acts

#### A. COR 220 Kennedy Performance Grant (Page 3-4)

1. See attached Grant Proposal.
2. Dustin makes motion to discuss Grant, Bekah seconds.
  - a) Dustin: Good discussion starter around campus
  - b) Aaron: Cost reasonable
  - c) Julia: Likes that they already made arrangements for the rest of the costs, only asking for tickets on 11 tickets.
  - d) Brett: A lot student body could benefit

In Favor: All

Grant for COR 220 Kennedy Performance Grant approved in its entirety.

B. LCDI EnFuse Grant (Page 5-6)

1. See attached Grant Proposal.
2. Bekah makes motion to approve in full, Ben seconds
3. Zhomart: Total Budget is \$40,000 for the year, do not have grant records from last year.
4. Brett: Only benefits small amount of students.
5. Montse: Break down specific costs

Brett makes motion to table for more information

Approval: 6

Abstentions: 2

C. [Club Budget Resolution](#) Approval (Page 7)

1. See attached/linked.
2. Zhomart: Pay attention to approved Fall 2017 Column with total amount in orange on the bottom.
3. \$40,000 per year in Grants, \$83,863 for entire year
4. Aaron: Concerned about amount of money being spent, more than half, and does not see contingency fund.
5. Zhomart: Hockey and Alpine Skiing for entire year. We do have contingency fund, will not spend full amount of money. 5% of the club budget is put aside.
6. Julia: Do clubs have to take attendance at club events to receive funding?
7. Kendra: Required to submit attendance sheets at the end of each semester, where event occurred, and ID numbers.
8. Julia: Last year ID numbers were nixed.
9. Dustin: On the spot for specific year thing, until Handbook is updated and published.
10. Bianca: Continue discussion when club handbook comes up.
11. Julia: SWIB thinks that food budget can be confusing. Eating food at event open to all students versus eating food at a meeting with only members.

12. Kendra: Club Budget, 100 or 10% for regular meeting food. Grants can be used to support other events.
13. Dustin: Way to track budgets and use of money. Best to bring it up as a grant.
14. Michelle: Historically, if purpose of Club is to put on events, then club funding has been used for events used within club budgets. Depends on stated purpose of the club.
15. Dustin: Moved away from that last year?
16. Michelle: No, the change was made last year to fund out of club budget depending on events.
17. Bianca: We are getting off track from Budget Discussion. Any further specific questions or discussion?
18. Michelle: Very few new clubs that requested funding and got zero.
19. Kendra: Clubs could not tell us why they needed the money.
20. Julia: I thought Hockey club was no more?
21. Bianca: Club has been previously funded by Student Life. Are now a club through SGA and made proper arrangements over the summer to qualify.
22. Zhomart: Looked at last year's spending. If they did not spend full amount, they did not get full amount.

Approved: All

Club budget now resolved.

D. Finance Assistant Bill (Page 8)

1. See attached Bill.
2. Zhomart: Evan is Sophomore, mature beyond his years, Finance and Accounting double major.
3. Montse: Being President for club, how will that interfere with this position?
4. Zhomart: Just doing acquisitions, not budgeting.
5. Dustin: Beneficial for assistants to attend, however not required in the past.
6. Bianca: Zhomart will supervise work that gets done.

Approved: 6

Abstained: 1

E. Communications Assistant Bill (Page 9)

1. See attached Bill
2. Julia: What will you do verse what will your assistant do?
3. Monique: Updating Website and graphics, no time for social media and

Approval: 7

Abstained: 1

Authority to Recommend Candidate

Approval : 4

Abstained: 4

## V. Updates

### A. Elections Updates

1. Elections Debate Tomorrow in Fireside
2. Elections Launch party on Friday 11-2 in Fireside.
3. Elections Party on the 19th, Casino Themed, open late night
4. Dustin: Advertisements for Debate?
5. Bianca: Working on it.

### B. House Updates

1. Bianca: Actively looking for vacant EHS, applications due Wednesday at 5pm
2. Dustin: ITS Conference is under-way, Champlain room approved, posters going up
3. Bekah: Discussion on imposter's syndrome, a sense of not feeling like you belong or deserve to be there.
4. Dustin: Information Tech students get imposter syndrome
5. Bekah: Would like to talk to division reps about planning events for divisions. Goal is to start programming ideas.
6. Ben: Great to do, does apply to most students.
7. Bekah: Set up a meeting with me and start thinking of ideas.
8. Bianca: Put things on people's calendars.
9. Monique: Talk about this when we get class reps.
10. Montse: Champ Guides is new program to mentor new students.
11. Michelle: Just did a learning activity with first year students, about social belonging. Led by Lynne Ballard. Last year faculty member Bjarne Holmes did work on this as well.
12. Bianca: Swing of things, any updates on Traveling Office Hours.
13. Montse & Hansel attending WGC Party this evening.
14. Ben: Attended Pride with SGA this weekend, and after discussion earlier, maybe it would be SGA position to support political affiliated events.
15. Bianca: Pause and Community Engagement Rep possibly.
16. Kendra: Questions on office hours, set aside time to international round table
17. Bianca: Julia sent email on question of Cabinet presence at House of Reps meetings when House of Reps do not attend Cabinet Meetings. House of Reps focus on voting and vision, Cabinets focuses on implementation. Not always historically been present, but asset to hear conversations to best implement what comes from House of Reps and support House of Reps. Welcome to show up if you want to, not conversations normally necessary for House of Reps. Just how roles stand. House of Reps holds voting power. House of Reps sit at table because your voices matter.
18. Julia: Would like to have Cabinet minutes sent to House of Reps.
19. Kendra: Has Amazon Account for SGA and Club Use. Get word out to clubs so we can order through SGA. Close to Prime.
20. Kiana: Committee is going well, talking about blowing up posters.
21. Monique: Most people who follow facebook page are Alum, please share to Champlain groups you are a part of. Working on SGA posts.

22. Christa: SGA Training Day info coming soon after elections.
23. Bianca: Two options (either Saturday or Sunday) of Family Weekend (4.5 hours)
24. Michelle: New Communications Assistant does not have approved stipend.
25. Bianca: \$150 for the semester

Brett Makes Motion, Dustin Seconds

In Favor: All

**VI. Meeting adjournment at 4:42 PM**

### **College for All Rally with Senator Sanders**

The Senator is hosting a **College for All Rally** on **Tuesday, October 10<sup>th</sup>** at Castleton University. We would like as many students to participate as possible and are looking to connect with student organizations that may be interested in holding their own event on their respective campuses to livestream the Senator's speech and to engage in a discussion about the affordability of higher education in our country.

Any help you could provide in notifying student groups of this opportunity at Champlain College would be much appreciated. Perhaps a few student organizations may want to work together to plan the event. If any groups are interested in hosting an event on your campus, I'm more than happy to set up an in-person meeting or phone conversation to discuss potential formats for the event, promotion, student engagement and the follow-up our office will be doing as we want to share feedback and student opinions with the Senator. You can certainly provide my contact information to interested groups or forward any student contacts my way. I will be reaching out to some groups directly as well.

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**Student/Organization Name \***

COR 220.02 "Caged Birds Singing"

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**Grant Title \***

Kennedy Center performance "Grace Notes: Reflections for Now"

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**1. For what reason are you applying for a grant? \***

On behalf of the students enrolled in the travel section of COR 220: Caged Birds Singing, I am applying for this grant. The primary purpose of our trip to Washington, DC is to visit the newly-opened National Museum of African American History & Culture. Admission to the museum is free, and I have applied for a Heisse grant to cover two nights in a large Airbnb. Students are paying their own airfare, supplemented by a \$50 (per person) travel grant from the Core.

The evening before our day at the museum I have secured tickets for a performance entitled "Grace Notes: Reflections for Now" at the famed Kennedy Center for the Performing Arts. It is to cover the cost of these tickets that I am applying for the SGA grant.

Please see a description of this powerful performance at the following link:

<http://www.kennedy-center.org/calendar/event/MSJPE>

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**2. What background information would help us to understand your proposed activity? \***

In response to Champlain's increased focus on fostering a diverse and inclusive campus, in Fall 2017 I am teaching a section of COR 220: Aesthetic Expressions with an emphasis on African American creative expression. The course question is: Why does African American art matter? The centerpiece of the class will be a weekend trip to the newly-opened National Museum of African American History & Culture (the "Blacksonian") in October to explore how African Americans have used the creative arts as a site of both resistance and celebration. The artifacts we'll see will invite us to understand more deeply the lived experiences of African Americans and draw connections between art, activism, and social change. We will also be attending a performance at the Kennedy Center for the Performing Arts (link above) to complement our visit to the museum.

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**3. What is your objective and plan? \***

Our plan is to travel and to absorb as much as possible from the show and the museum over the course of one weekend. This type of experiential learning has been proven to augment conventional classroom and textbook learning. Our learning outcomes are as follows, and the travel activities have been intentionally designed to support these. The last outcome is perhaps the most relevant to my application for funding from the SGA.

Students will be able to:

Evaluate creative works by African Americans.

Situate the works in the historical and cultural contexts in which they were created.

Articulate theoretically-informed conclusions about the value of African American creative expression in Western society and in everyday life.

Understand the powerful connections between art, activism, and social change.

Contribute in positive, informed ways to campus conversations about difference, oppression, resistance, and endurance.

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**4. How will your proposed activity benefit the Champlain student body, and why should the SGA offer their support to you?\***

At this peculiar moment in American history, our campus community (and, I believe, society at large) is hungry for rich, productive conversations about race and difference. Drawing on my scholarly background to offer this class (I do not routinely teach, as my administrative workload is heavy), I hope to prepare students not only to participate in these types of conversations but to lead them. As we immerse ourselves in centuries of African American material culture, students will engage intellectually and emotionally to understand a long-silenced but integral part of American history. The experiential component of the class -- the museum/theater trip -- will inspire students to consider America from new perspectives and empower them to challenge, amend, and augment incomplete or incorrect narratives when they return to campus. In offering students the opportunity to do this intellectual and emotional work, we ensure they will be productive, contributing citizens of the American democracy.

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**5. DETAILED budget breakdown (with reasoning). \***

11 tickets at \$33.06 apiece = \$363.66. Link to performance embedded above; our dates of travel are October 20-22, 2017.

Thank you for considering our request!

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<b>Student/Organization Name *</b>	Joseph Williams/LCDI
<b>Grant Title *</b>	EnFuse Grant Proposal
<b>Email *</b>	jwilliams@champlain.edu
<b>1. For what reason are you applying for a grant? *</b>	The Leahy Center for Digital Investigation (LCDI) is seeking grant funding to help offset the overall cost of bringing 24 Champlain College students to the 2018 EnFuse Conference.
<b>2. What background information would help us to understand your proposed activity? *</b>	<p>Guidance Software's EnFuse conference, which is held annually, is considered the largest digital forensics/cybersecurity conference in the world. Cybersecurity professionals from throughout the industry attend this event with the intention of going to latest and greatest training sessions, as well as network with others in the field. This provides an amazing opportunity for students to meet with prospective employers and network with those already practicing in their related fields. Through the attendance of our students, Champlain College's name is reinforced as one of the best schools in the country for Digital Forensics and Cyber Security degrees.</p> <p>From past attendance at this conference, we have found that this is the best opportunity to expose our students to potential employers. It is very common for some of our students to return with full-time offers or internships as a result of the networking this conference provides. To enhance this effort, the LCDI is bringing the a senior career advisor from the career services office, who will provide vital support on the ground and assist with student/employer relations.</p> <p>The SGA has helped with this funding in the past. Through the SGA grant the LCDI has been able to double the number of students we could take; 12 without funding and 24 students once we were awarded the grant by SGA.</p>
<b>3. What is your objective and plan? *</b>	The LCDI's main objective is to provide as many students as possible with the experience of attending an extremely important event, while also increasing awareness of Champlain College's programs/degrees. Through the assistance of outside funding, such as the SGA grants, we are able to ensure that students with all levels of financial ability are able to take advantage of this opportunity. Any funding received for this effort will be used towards flight, hotel rooms, and other related travel expenses.

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**4. How will your proposed activity benefit the Champlain student body, and why should the SGA offer their support to you?\***

The funding of this trip will provide numerous benefits to the Champlain student body and the college as whole. 1) The application process was expanded to all students and as a result, we had some attending that are not even in IT&S majors. A few online students have also attended in the past. 2) The LCDI is partnering with Champlain College's marketing / public relations departments to spread the word of our attending the event, before, during, and after the conference. 3) Student who attend this conference spend a fair amount of time in the fall "giving back to the Champlain community" through numerous presentation sessions, where they share experiences and engage with other students. 4) The wealth of knowledge gained from this conference is deposited in a central repository for all Champlain students to access and is inevitably shared in the classroom through discussion. 5) Last but not least, Champlain College's name recognition is further increased during each year of attendance, which always comes back to the college and its students for future generations.

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**5.DETAILED budget breakdown (with reasoning). \***

The cost per student is approximately \$800, which includes flights, hotel costs, conference fee, and other related expenses.

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# Bill for Club Budgets Fall 2017

September 11th of 2017

## Bill to approve Fall 2017 Club Budgets

Whereas, It is the responsibility of the Champlain College Student Government Association Director of Finance in conjunction with the Finance Committee to allocate funds to SGA clubs;

Whereas, after receiving Appendices G's from the following clubs outlining their requested budgets for the Fall 2017 semester;

Whereas, the Finance Committee has individually evaluated the requests of each club and adjusted as they saw fit in order to fit within the budget of \$49,986 a semester,

Resolved, that the Club Budgets totaling \$ 49,986 will be approved in accordance to the attached spreadsheet broken down by individual club for the Fall 2017 semester.



## Bill for non-SGA Finance Committee Members

September 11<sup>th</sup> of 2017

Bill to appoint a Deputy Director of Finance.

Whereas, It is the responsibility of the Champlain College Student Government Association Director of Finance to deal with the finance and the budget of the SGA and;

Whereas, the Deputy Director of Finance will work closely with the Director of Finance and; therefore

Whereas, Applications for qualified candidates for Deputy Director of Finance (Finance Assistant) position have been submitted to the SGA office and reviewed by the Director of Finance.

Whereas, The following candidate represents, in opinion of the Director of Finance the best qualified candidate to fulfill the duties of the Deputy Director of Finance; therefore

*Resolved*, That Evan Kimble be appointed as the Deputy Director of Finance for the 2017-18 academic year.



## Bill for non-SGA Committee Members

September 11<sup>th</sup> of 2017

### Bill to appoint a Communications Assistant.

Whereas, It is the responsibility of the Champlain College Student Government Association Director of Communications to manage the various communication of the SGA and;

Whereas, some tasks of the Director of Communications might be overwhelming for one individual to perform and;

Resolved, that a Communications Assistant position be created for the academic year of 2017-2018.

### Bill to delegate authority to recommend a chosen candidate to the Communications Assistant position to the SGA Director of Communications.

Whereas, It is the responsibility of the Champlain College Student Government Association Director of Communications to manage the various communication of the SGA and;

Whereas, the Communications Assistant will work closely with the Director of Communications and; therefore

Resolved, that the Director of Communications will make a recommendation of a candidate to be appointed to the Communications Assistant position for approval by the House of Representatives.

# House of Representatives | MINUTES

DATE: September 18, 2017 | TIME: 3:30PM | LOCATION: Hearthstone

Meeting called by:	Bianca Roa	Attendance: Christa Bennet, Bianca Roa, Zhomart Dairov, Kiana Best, Kendra Gagnon, Alan Barlow, Dustin Yost, Ben Heller, Montserrat Guerrea-Solano, Gabriel Ingham, Julia Woodward, Aaron Leonard, and Hansel CarterIV, Ciaran Buckley, Betsy Allen-Pennebaker, and Michelle Miller.
Type of Meeting:	HofR	Proxy: Montse for Bekah
Facilitator:	Bianca Roa	Guest: Zynab Makki
Note Taker:	Alan Barlow	
Timekeeper:	Alan Barlow	

**I. Call to order at 3:33PM**

**II. Approval of Minutes** from September 11, 2017 Cabinet meeting

no addition, deletions or changes to last meeting's minutes.

**III. Guests Speaking on Grants**

**A. Zynab for e-sports team.**

1. For 4 teams, 44 students involved.
2. International student had to set up on US server for league of legends.
3. Someone will have to pay for the championships.
4. Difference between Appendix G and Grant?
5. Told Could not ask for team specific team funding (competitive) though club funding (maintains equipment for open to everyone club).
6. How do people go from Club to Team?
7. Hold tryouts, which concluded yesterday. Show commitment. Everyone is able to join in on events.
8. 44 Students are on teams split between teams.
9. Each team practices together 2-3 times per week for 2-4 hours. 6-8 hours together, other time on their own.
10. Subscriptions are match-making systems for scrum matches with other schools/team.
11. Prize money for winning tournament goes directly to players. Players play deposit as part of entrance fee.
12. All possible team-spots are factored into grant. Subscriptions are good until April, Tournament costs are just for the semester. Planning to do tournament again in spring if all goes well, which would be possibly an additional event.

**IV. New Business**

**A. Club Budget Forum**

1. Kendra: Backlash on cut budgets, amount of requests were close to full year's budget not semester. Will be holding a forum for club-head's to have their voices heard.
2. Dustin: More transparent and accessible.
3. Bianca: Frustrating on both sides, trying to make it less frustrating.
4. Ben: Encourage people to research rules and qualifications for budgets prior
5. Kendra: Thursday or Monday.
6. Bianca: Full level of participation would be great, attendance not required.
7. Christa: Wouldn't it make more sense to do it at 8:30 so classes are done for the day
8. Kendra: Not about specific budgets, about process and timeline, then allow for suggestions and questions on process.

**V. Legislative Acts**

**A. Competitive eSports Team Costs (Page 2-4)**

Dustin make a motion to approve grant, Dustin seconds.

Discussion:

1. Montse: Cost is only \$19 per person, half of cost
2. Students have paid \$100 in student activities fee, contribution is less than total cost of grant
3. Julia: Is there prize money normally paid out to clubs/teams?
4. Dustin: No
5. Julia: Pay for this semester but use prize money to pay for future
6. Bianca: They do well in their competitions
7. Brett: Friends are on teams, come away with more wins
8. Ben: Subscriptions are non-negotiable
9. Montse: Is it true that they cannot use club money for selective events?
10. Kendra: No specifically, but used as a qualification when going through budget
11. Gabe: What do they use the money for?
12. Dustin: Other events and technologies
13. Julia: If it is mostly the same people as in the club, then they should use club funding
14. Dustin: The deposit towards prize budget may be covered through personal funds, not
15. Gabe: Deposits are in proposal
16. Dustin: Like entrance fee, if we want to cut costs, that would be best place to do it
17. Aaron: Should fund it in full, like athletics
18. Gabe: Have players pay entrance fee, like rugby insurance fee
19. Montse: If we only fund half, it would not be huge cost
20. Gabe makes a motion to amend the grant to cover everything except player deposits (cut \$510), motion rescinded.

Aaron makes a motion to approve in full, Dustin seconds

In Favor: 4

Opposed: 4

Abstentions: 2

Bianca breaks tie with a vote in favor, grant is approved in full.

**B. EHS Representatives Appointment (Page 5-6)**

1. Dustin: Current EHS rep, who do you recommend.
2. Gabe: Katherine Manley. She has a drive and network. She is hungry to get involved. She is part of honor society, tabling to collect items to send to Texas.
3. Montse: Any previous relationships that may come into play with your opinion?
4. Gabe: Good friends.
5. Montse: Can you speak to other candidates?
6. Gabe: Not specifically.
7. Bianca: I only know Abi, ran against Bekah. Driven to make change.
8. Christa: Know Katherine and Abi, want to be part of SGA. Katherine is very excited and originally ran for Campus Engagement Rep. Both would be good.
9. Montse: Two of the candidates are current residents, would recommend Abi by a milestone. She would bring something else onto the team, Bekah recommends Abi.
10. Bianca: Ben you are unbiased, what opinion do you have.
11. Ben: Social and political bent to her statement, Laura's response is tailored to EHS majors.

Brett makes a motion to nominate Katherine as candidate, Gabe seconds.

In Favor: 5

Opposed: 3

Abstentions: 0

Katherine is appointed as EHS Representative.

## **VI. Updates**

### **A. Elections Updates**

1. Everyone should be there! Setup will start at 6:45, Bianca will send an email with specific times on when help would be great. Share the facebook event! Will need card swipers for the entire night.
2. 710 people have votes, which is 32.7%.

### **B. House Updates**

1. Working on event. Do we still have money for divisional events?

Dustin makes a motion to allocate \$100 per semester per divisional reps, Brett seconds.

In favor: 6

Opposed: 1

Approved

2. CCM: Currently planning gallery show in the gallery. CCM Reps working as submission panel and looking faculty members to judge and give out prizes.
3. Gabe: Happy with new budget, meeting with Laurel, setting up EHS division networking event. Fall connecting first years to upperclassmen, spring larger networking event within community.

### **C. Cabinet Updates**

1. Christa: SGA Training day will be held this weekend. Will be sending out email to everyone in the next few days and deciding on two things.
2. Kiana: Meeting with Becky in the registrar's office to talk about Phonetic spelling into canvas.
3. Monique: Working on updating SGA page on non-SGA page.
4. Michelle: Appreciate the conversation on grant, asked great questions and was very thoughtful.

**Meeting adjournment at 4:39 PM**

### **College for All Rally with Senator Sanders**

The Senator is hosting a **College for All Rally** on **Tuesday, October 10<sup>th</sup>** at Castleton University. We would like as many students to participate as possible and are looking to connect with student organizations that may be interested in holding their own event on their respective campuses to livestream the Senator's speech and to engage in a discussion about the affordability of higher education in our country.

Any help you could provide in notifying student groups of this opportunity at Champlain College would be much appreciated. Perhaps a few student organizations may want to work together to plan the event. If any groups are interested in hosting an event on your campus, I'm more than happy to set up an in-person meeting or phone conversation to discuss potential formats for the event, promotion, student engagement and the follow-up our office will be doing as we want to share feedback and student opinions with the Senator. You can certainly provide my contact information to interested groups or forward any student contacts my way. I will be reaching out to some groups directly as well.

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**Student/Organization Name \***

COR 220.02 "Caged Birds Singing"

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**Grant Title \***

Kennedy Center performance "Grace Notes: Reflections for Now"

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**1. For what reason are you applying for a grant? \***

On behalf of the students enrolled in the travel section of COR 220: Caged Birds Singing, I am applying for this grant. The primary purpose of our trip to Washington, DC is to visit the newly-opened National Museum of African American History & Culture. Admission to the museum is free, and I have applied for a Heisse grant to cover two nights in a large Airbnb. Students are paying their own airfare, supplemented by a \$50 (per person) travel grant from the Core.

The evening before our day at the museum I have secured tickets for a performance entitled "Grace Notes: Reflections for Now" at the famed Kennedy Center for the Performing Arts. It is to cover the cost of these tickets that I am applying for the SGA grant.

Please see a description of this powerful performance at the following link:

<http://www.kennedy-center.org/calendar/event/MSJPE>

---

**2. What background information would help us to understand your proposed activity? \***

In response to Champlain's increased focus on fostering a diverse and inclusive campus, in Fall 2017 I am teaching a section of COR 220: Aesthetic Expressions with an emphasis on African American creative expression. The course question is: Why does African American art matter? The centerpiece of the class will be a weekend trip to the newly-opened National Museum of African American History & Culture (the "Blacksonian") in October to explore how African Americans have used the creative arts as a site of both resistance and celebration. The artifacts we'll see will invite us to understand more deeply the lived experiences of African Americans and draw connections between art, activism, and social change. We will also be attending a performance at the Kennedy Center for the Performing Arts (link above) to complement our visit to the museum.

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**3. What is your objective and plan? \***

Our plan is to travel and to absorb as much as possible from the show and the museum over the course of one weekend. This type of experiential learning has been proven to augment conventional classroom and textbook learning. Our learning outcomes are as follows, and the travel activities have been intentionally designed to support these. The last outcome is perhaps the most relevant to my application for funding from the SGA.

Students will be able to:

Evaluate creative works by African Americans.

Situate the works in the historical and cultural contexts in which they were created.

Articulate theoretically-informed conclusions about the value of African American creative expression in Western society and in everyday life.

Understand the powerful connections between art, activism, and social change.

Contribute in positive, informed ways to campus conversations about difference, oppression, resistance, and endurance.

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**4. How will your proposed activity benefit the Champlain student body, and why should the SGA offer their support to you?\***

At this peculiar moment in American history, our campus community (and, I believe, society at large) is hungry for rich, productive conversations about race and difference. Drawing on my scholarly background to offer this class (I do not routinely teach, as my administrative workload is heavy), I hope to prepare students not only to participate in these types of conversations but to lead them. As we immerse ourselves in centuries of African American material culture, students will engage intellectually and emotionally to understand a long-silenced but integral part of American history. The experiential component of the class -- the museum/theater trip -- will inspire students to consider America from new perspectives and empower them to challenge, amend, and augment incomplete or incorrect narratives when they return to campus. In offering students the opportunity to do this intellectual and emotional work, we ensure they will be productive, contributing citizens of the American democracy.

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**5. DETAILED budget breakdown (with reasoning). \***

11 tickets at \$33.06 apiece = \$363.66. Link to performance embedded above; our dates of travel are October 20-22, 2017.

Thank you for considering our request!

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<b>Student/Organization Name *</b>	Joseph Williams/LCDI
<b>Grant Title *</b>	EnFuse Grant Proposal
<b>Email *</b>	jwilliams@champlain.edu
<b>1. For what reason are you applying for a grant? *</b>	The Leahy Center for Digital Investigation (LCDI) is seeking grant funding to help offset the overall cost of bringing 24 Champlain College students to the 2018 EnFuse Conference.
<b>2. What background information would help us to understand your proposed activity? *</b>	<p>Guidance Software's EnFuse conference, which is held annually, is considered the largest digital forensics/cybersecurity conference in the world. Cybersecurity professionals from throughout the industry attend this event with the intention of going to latest and greatest training sessions, as well as network with others in the field. This provides an amazing opportunity for students to meet with prospective employers and network with those already practicing in their related fields. Through the attendance of our students, Champlain College's name is reinforced as one of the best schools in the country for Digital Forensics and Cyber Security degrees.</p> <p>From past attendance at this conference, we have found that this is the best opportunity to expose our students to potential employers. It is very common for some of our students to return with full-time offers or internships as a result of the networking this conference provides. To enhance this effort, the LCDI is bringing the a senior career advisor from the career services office, who will provide vital support on the ground and assist with student/employer relations.</p> <p>The SGA has helped with this funding in the past. Through the SGA grant the LCDI has been able to double the number of students we could take; 12 without funding and 24 students once we were awarded the grant by SGA.</p>
<b>3. What is your objective and plan? *</b>	The LCDI's main objective is to provide as many students as possible with the experience of attending an extremely important event, while also increasing awareness of Champlain College's programs/degrees. Through the assistance of outside funding, such as the SGA grants, we are able to ensure that students with all levels of financial ability are able to take advantage of this opportunity. Any funding received for this effort will be used towards flight, hotel rooms, and other related travel expenses.

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**4. How will your proposed activity benefit the Champlain student body, and why should the SGA offer their support to you?\***

The funding of this trip will provide numerous benefits to the Champlain student body and the college as whole. 1) The application process was expanded to all students and as a result, we had some attending that are not even in IT&S majors. A few online students have also attended in the past. 2) The LCDI is partnering with Champlain College's marketing / public relations departments to spread the word of our attending the event, before, during, and after the conference. 3) Student who attend this conference spend a fair amount of time in the fall "giving back to the Champlain community" through numerous presentation sessions, where they share experiences and engage with other students. 4) The wealth of knowledge gained from this conference is deposited in a central repository for all Champlain students to access and is inevitably shared in the classroom through discussion. 5) Last but not least, Champlain College's name recognition is further increased during each year of attendance, which always comes back to the college and its students for future generations.

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**5.DETAILED budget breakdown (with reasoning). \***

The cost per student is approximately \$800, which includes flights, hotel costs, conference fee, and other related expenses.

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## Bill for Club Budgets Fall 2017

September 11th of 2017

### Bill to approve Fall 2017 Club Budgets

Whereas, It is the responsibility of the Champlain College Student Government Association Director of Finance in conjunction with the Finance Committee to allocate funds to SGA clubs;

Whereas, after receiving Appendices G's from the following clubs outlining their requested budgets for the Fall 2017 semester;

Whereas, the Finance Committee has individually evaluated the requests of each club and adjusted as they saw fit in order to fit within the budget of \$49,986 a semester,

*Resolved*, that the Club Budgets totaling \$ 49,986 will be approved in accordance to the attached spreadsheet broken down by individual club for the Fall 2017 semester.



## Bill for non-SGA Finance Committee Members

September 11<sup>th</sup> of 2017

Bill to appoint a Deputy Director of Finance.

Whereas, It is the responsibility of the Champlain College Student Government Association Director of Finance to deal with the finance and the budget of the SGA and;

Whereas, the Deputy Director of Finance will work closely with the Director of Finance and; therefore

Whereas, Applications for qualified candidates for Deputy Director of Finance (Finance Assistant) position have been submitted to the SGA office and reviewed by the Director of Finance.

Whereas, The following candidate represents, in opinion of the Director of Finance the best qualified candidate to fulfill the duties of the Deputy Director of Finance; therefore

*Resolved*, That Evan Kimble be appointed as the Deputy Director of Finance for the 2017-18 academic year.



## Bill for non-SGA Committee Members

September 11<sup>th</sup> of 2017

### Bill to appoint a Communications Assistant.

Whereas, It is the responsibility of the Champlain College Student Government Association Director of Communications to manage the various communication of the SGA and;

Whereas, some tasks of the Director of Communications might be overwhelming for one individual to perform and;

Resolved, that a Communications Assistant position be created for the academic year of 2017-2018.

### Bill to delegate authority to recommend a chosen candidate to the Communications Assistant position to the SGA Director of Communications.

Whereas, It is the responsibility of the Champlain College Student Government Association Director of Communications to manage the various communication of the SGA and;

Whereas, the Communications Assistant will work closely with the Director of Communications and; therefore

Resolved, that the Director of Communications will make a recommendation of a candidate to be appointed to the Communications Assistant position for approval by the House of Representatives.

# House of Representatives | MINUTES

DATE: September 25, 2017 | TIME: 3:30PM | LOCATION: Hearthstone

Meeting called by: Bianca Roa  
Type of Meeting: House of Reps  
Facilitator: Bianca Roa  
Note Taker: Alan Barlow  
Timekeeper: Alan Barlow

Attendance: Christa Bennett, Bianca Roa, Zhomart Dairov, Kiana Best, Kendra Gagnon, Alan Barlow, Dustin Yost, Ben Heller, Montserrat Guerrea-Solano, Gabriel Ingham, Julia Woodward, Aaron Leonard, Katherine Manley, Cecilia Pohlar, Christian Bruno, Kes Speelman, Denzel Nadim, Ciaran Buckley, Evan Kimball, Betsy Allen-Pennebaker, Dan O'Hara, and Michelle Miller.

Proxy: Montse for Hansel, Michael Paul for Bekemeh & Airewele & Gabe for Julia

Guest: Joe Williams

**I. Call to order at 3:35 PM**

A. Bianca welcomes everyone, does introductions.

**II. Approval of Minutes** from September 18, 2017 House of Representatives.

no addition, deletions or changes to last meeting's minutes.

Minutes approved.

**III. Robert's Rules**

- A. One person, one vote
- B. Right to debate
- C. Open & transparent
- D. Make a motion, someone has to second
- E. Chair has to recognize motion
- F. When debate is closed, vote
- G. Motion, Second, Debate & Vote

**IV. Guests Speaking on Grants**

**A. Joe Williams.**

- 1. For Enfuse Grant
- 2. Infuse is one of largest Digital Forensics conferences in the U.S.
- 3. Opportunity to mingle with industry leaders
- 4. One of only undergraduate institutions in attendance
- 5. Networking opportunity & learn more about forensics
- 6. Split cost in LCDI Budget, 25 Students
- 7. Most pay for the own flight
- 8. Help cover flights and student registration fee
- 9. Increased conference fee, used to not pay, now paying small fee
- 10. Grant last year given for 8 registration fees and for those students who could not afford flights
- 11. Fee is the same as last year, but still negotiating
- 12. Hope that attention Champlain brings to enfuse will bring costs down
- 13. Flights cheaper in the fall so selection process

14. Montse: Specific alumni or current students that can speak to experience?
15. 2 students who have had job offers from conference
16. Montse: What is structure of conference?
17. Joe: Cater to everyone, notice to experienced, Can take mix of majors, cater to classes students want to attend
18. Dustin: Specific amount?
19. Joe: Just asking for support, previously given amount and denied in past years, so just asking for money, will find other means outside
20. Gabe: What is most helpful to cover?
21. Joe: Plane tickets

**V. New Business**

**A. Club Budget Forum**

1. This was an idea that was brought to us from Betsy to help with frustration of Club Budget process. Would like to set expectations on how meeting will run for those in attendance, remind everyone that this is an event to listen, and let other talk. Not a time for specific questions, Kendra is running meeting, take a listening role, let cabinet field questions, allow you to see frustrations first-hand, end up voting on final budgets to argue for or against, focus on listening tonight, we promise nothing that we cannot achieve, if you do not know the answer, please direct them to someone who knows the right answer.
2. Christian: As a club-head and SGA rep, what should my role be?
3. Bianca: In the same position, I will be taking role as SGA. If you want to take role of club-head, remember you are representing both.
4. Kenra: If you want to take another role, just talk to Kendra, she can bring up topics and let others talk on it. Will have voice eventually in meeting when we vote.

**B. Goals**

1. Goal Setting: lot of individual goals came out this weekend
2. Real concern on communication to student body - common theme
3. Personal Outreach
  - a) Increase use of Hearthstone
4. Communication Videos (club heads)
5. Students Feel Represented (feel marginalized, voices heard also)
6. Ease of contact with SGA
7. Open forum every month
  - a) Suggestions Box
  - b) Use SGA brands for events
  - c) Walk-In Open Forum
8. Office Hours of Cabinet advertised

**VI. Legislative Acts**

**A. [Enfuse Conference](#)**

Montse makes motion to approve grant at \$2,600, Dustin Seconds

1. Montse: Think this is a great opportunity for students
2. Aaron: Have not gone myself, great conference for anyone with any relative experience. Recruiters practically crawling over students, not many colleges in attendance
3. Ben: What costs are essential? Looks like the flights
4. \$20,000 Grant budget for the
5. [Dustin gives breakdown, see attached](#)
6. Give \$200 per student who has to pay
7. Michael Paul for Bekay: A great amount of money, but a great experience may overwrite costs
8. Julia: Fine with giving \$2,600 as done last year

In Favor: 11

Opposed: 0

Abstentions: 3

Grant Approved for \$2,600.

B. [ITS Conference Grant](#)

Brett makes a motion to approve in full, Montse seconds

1. Bianca, do we have comfortable
2. Dustin: Events Center requiring cost
3. Hansel: How to estimate attendance? Specific Marketing Plans?
4. Dustin: 600 in division, 1/2 of division, have not had a ton, but Champlain room tends to , posters up already, sending out email to ITS students from Dean's office, word of mouth, facebook cost
5. Bianca: No registration page or form
6. Aaron: Would like to go back to event center to see state of event center currently regarding change in fee application. Room is currently set up for an event this week, unsure why getting charged additional costs if we can work it out. Otherwise we won't have a room to have event in it.
7. Ben: It is this Friday? How much time do you have to get that info and relay it back to us?
8. Aaron: hope is that if event is approved but we don't get charged event
9. Montse: told mandatory labor fee per hour for CCM event
10. Aaron: told that last week, told in the spring that it was not
11. Christian: Sodexo would be catering anyway?
12. Aaron: Sodexo is for food, estimated setup cost from event center
13. Julia: Also fine with approving grant in full

In Favor: 9

Opposed: 0

Abstentions: 5

Grant approved in full

## VII. Updates

Lot of people who have a lot of updates. There is no way to get through all of them in a meeting time. Asked for agenda items and updates in an email. Process not communicated except through email, not many responses. Not most effective method, working for Google form to have office hours, agenda items, and updates in one place. Anyone have additional updates that did not make the agenda?

### A. House Updates

1. Gabe: Mid-October EHS opportunity, pick vegetables at Intervale, "leaning" , about 10 spots, "Leaning with Gabe"
2. Montse: Flooded with admissions, hearthstone booked, 12 submissions (5-9 pieces per person), open until October 2nd, submit to any CCM Rep, sending poster to Monique
3. Kes: Goal is to start a monthly blog to showcase senior club heads, run successful meetings and events, how SGA has made a difference in their 4 years. What they learned and real world skills.
4. Updates included in agenda: [Bekah](#), [Dustin](#)

### B. Cabinet Updates

1. Christa: Bianca will not be able to attend College Council, Fridays at 8:30 am (once a semester), 3 times a semester. Gabe volunteers. Current attendance: Christa, Alan, Hansel, and Montse.
2. Cabinet Updates included in Agenda: [Alan](#), [Kendra](#), [Kiana](#), [Bianca](#)

**Meeting adjournment at 4:44 PM**

## EnFuse Grant Proposal

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Student/Organization Name \* Joseph Williams/LCDI

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Grant Title \* EnFuse Grant Proposal

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1. For what reason are you applying for a grant? \* The Leahy Center for Digital Investigation (LCDI) is seeking grant funding to help offset the overall cost of bringing 24 Champlain College students to the 2018 EnFuse Conference.

2. What background information would help us to understand your proposed activity? \*

Guidance Software's EnFuse conference, which is held annually, is considered the largest digital forensics/cybersecurity conference in the world. Cybersecurity professionals from throughout the industry attend this event with the intention of going to latest and greatest training sessions, as well as network with others in the field. This provides an amazing opportunity for students to meet with prospective employers and network with those already practicing in their related fields. Through the attendance of our students, Champlain College's name is reinforced as one of the best schools in the country for Digital Forensics and Cyber Security degrees.

From past attendance at this conference, we have found that this is the best opportunity to expose our students to potential employers. It is very common for some of our students to return with full-time offers or internships as a result of the networking this conference provides. To enhance this effort, the LCDI is bringing the a senior career advisor from the career services office, who will provide vital support on the ground and assist with student/employer relations.

The SGA has helped with this funding in the past. Through the SGA grant the LCDI has been able to double the number of students we could take; 12 without funding and 24 students once we were awarded the grant by SGA.

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3. What is your objective and plan? \*

The LCDI's main objective is to provide as many students as possible with the experience of attending an extremely important event, while also increasing awareness of Champlain College's programs/degrees. Through the assistance of outside funding, such as the SGA grants, we are able to ensure that students with all levels of financial ability are able to take advantage of this opportunity. Any funding received for this effort will be used towards flight, hotel rooms, and other related travel expenses.

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4. How will your proposed activity benefit the Champlain student body, and why should the SGA offer their support to you?\*

The funding of this trip will provide numerous benefits to the Champlain student body and the college as whole. 1) The application process was expanded to all students and as a result, we had some attending that are not even in IT&S majors. A few online students have also attended in the past. 2) The LCDI is partnering with Champlain College's marketing / public relations departments to spread the word of our attending the event, before, during, and after the conference. 3) Student who attend this conference spend a fair amount of time in the fall "giving back to the Champlain community" through numerous presentation sessions, where they share experiences and engage with other students. 4) The wealth of knowledge gained from this conference is deposited in a central repository for all Champlain students to access and is inevitably shared in the classroom through discussion. 5) Last but not least, Champlain College's name recognition is further increased during each year of attendance, which always comes back to the college and its students for future generations.

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5.DETAILED budget breakdown (with reasoning). \*

The cost per student is approximately \$800, which includes flights, hotel costs, conference fee, and other related expenses.

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<b>2017 CEIC Trip</b>			
Overview		Students	Staff
	Flights	\$7,241.64	\$2,351.60
	Hotel	\$5,342.40	\$2,671.20
	Conf Fee	\$2,685.00	\$335.62
		<b>\$15,269.04</b>	<b>\$5,358.42</b>
			\$20,627.46
	Internal LCDI Travel Funding	<b>\$12,000.00</b>	
	External Funding		
		\$1,000.00	Director's Training Budget
		\$2,600.00	SGA
		\$0.00	Hessie
		<b>\$3,600.00</b>	<b>Total Grant Funding</b>
		<b>\$15,600.00</b>	Total Allocated Funding
		<b>\$5,027.46</b>	Total Unallocated/Unknown Leftover

<https://docs.google.com/a/champlain.edu/spreadsheets/d/1yowOY8Kip6zhxYk99uGc1NKjBNldCx1wMFT2OA1LH-U/edit?usp=sharing>

# ITS Conference Grant Proposal

<b>Student/Organization Name *</b>	Dustin Yost
<b>Grant Title *</b>	ITS Conference
<b>Date *</b>	Saturday, September 23, 2017
<b>1. For what reason are you applying for a grant? *</b>	Sodexo + EMS has come back to me with a final price for the ITS conference on Friday September 29th. The cost is over the ITS Division's allocated allotment for the semester's events. In order to hold the event, I need more funding.
<b>2. What background information would help us to understand your proposed activity? *</b>	<p>The event consists of 3 phases.</p> <p>A) Setup: ITS related clubs will be setting up around 4:30pm-5pm, prior to the start of the event. Sodexo is catering, and I will be picking up the food at 4:15pm.</p> <p>B) Speakers: Jon Rajewski and Wei Chen will be doing keynote speeches from 5pm-7pm.</p> <p>C) Fair: Clubs will be holding a club fair from 7pm-8pm (or alter depending on EMS and activity at the event).</p>
<b>3. What is your objective and plan? *</b>	Outlined in background info.
<b>4. How will your proposed activity benefit the Champlain student body, and why should the SGA offer their support to you? *</b>	The event will be offering the student body a time to get together and learn more about topics related to the ITS field, including forensics on Internet of Things devices and Data Mining and its Applications. Also, students will have time to engage with various ITS related clubs on campus. The event is not limited to ITS students, but that is the dynamic we are approaching. We are estimating at least 150 student participation.
<b>5. DETAILED budget breakdown (with reasoning). *</b>	
	\$87.90 - Sodexo catering food
	Tortilla Chips & Salsa (20 servings) at 6 servings for \$8.00 per = \$48.00
	Assorted Cookies (per dozen) at 10 servings for \$3.99 per = \$39.90

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\$100.00 in EMS estimated setup cost

During original planning of this event, Corin Porter told me the Champlain Room would already be setup and this cost would be negligible - due to there being an event already with a similar setup before ours. However, she has since left the EMS and Champlain, and the new person told me that that information was incorrect. So this number was sent to me this past week.

Total event cost: \$187.90

Requested amount: \$87.90

I already have the \$100 from the SGA ITS Division budget for the semester. However, this is unfortunately not enough to cover the new cost of setup.

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## House of Representatives Updates

Dustin - ITS Division

1. ITS conference abound
2. Sending out event invites soon
3. Ran into a snag with reservation funds

Bekkah - Academic

1. I will be in a meeting with Eric Ronnis and Kiana to discuss the phonetic names
2. I have spoken to the grind to work on a karaoke event called "sing your pride" for LGBTQ history month
3. Speaking to students who identify as LGBTQ to take pictures to be on our posters
4. Emailing people at elearning to work on how to integrate canvas to the phonetic names

## Cabinet Updates

### Alan - Operations

1. Archives from Minutes from March & April 2017 have been posted
2. Tracking down some missing links to complete 2016-17 Archives
3. Have started 2018-18 Archives as a Working Doc
4. Working on Engagement Plan for Hearthstone

### Kiana - Diversity

5. Booking cardio room for dance lesson event for hispanic heritage month
6. Have a meeting with Eric Ronis on Wednesday

### Kendra - Clubs

7. Ted is reading through club handbook to find what needs to be fixed/changed/added
8. All sport related clubs need to have release forms signed and on file with SGA. Some clubs have specific forms. I have emailed the clubs with the forms. If they would like me to print them have them contact me as some clubs have specific forms. If they bring them into Hearthstone please put them in the club box on the shelf near the fireplace.
9. I also have a release form that should be sent to anyone who is approved for a grant which involves them leaving campus. The school's insurance needs to know how many students are participating in each club sport, and the numbers need to be broken down into specifically how many men and how many women.
10. I personally find that we need to be prepared for people coming to us about pronouns since we are asking specifically men and women.
11. Shooting sports has been trying to start up for a couple of years. We are working to get that moving again.

12. A student would like to start an Archery Club. They will have to go through a lot of the same process Shooting Sports has. SGA has to decide if we have interest in supporting the club. I think we should support them, but do we wait until shooting sports is decided. While they do have some similarities, they have some differences as well. One being there isn't really a lot of controversy around archery as there is guns.
13. Any club or even that needs a Certificate of Insurance can get one by contacting Ted. This should be done sooner rather than later.
14. Any contracts with outside vendors should not be signed by students or faculty. They should all be brought/sent to Ted to be signed by the school.
15. Anyone who is organizing a special event should meet with Ted in advance. He likes to discuss the event, setup, and safety of the event. This includes events like Rail Jam and larger conferences.

Bianca - Vice President

1. Started a Grant Archives that details the proposal, discussion from the House of Reps meeting, and the follow up after the approval.
2. Plans with Christa to type up and make posters of all the goals and initiatives we set for ourselves at Training
3. Created a general guidelines for the grant decision making process
4. Trying to elaborate on the transition documents for new Representatives.  
Maybe an orientation packet?

**Dustin's EnFuse Grant Breakdown**

	0.8	200	100
\$444.00	\$355.20	\$244.00	\$344.00
\$511.20	\$408.96	\$311.20	\$411.20
\$563.02	\$450.42	\$363.02	\$463.02
\$657.75	\$526.20	\$457.75	\$557.75
\$412.50	\$330.00	\$212.50	\$312.50
\$691.97	\$553.58	\$491.97	\$591.97
\$771.20	\$616.96	\$571.20	\$671.20
\$557.20	\$445.76	\$357.20	\$457.20
\$448.20	\$358.56	\$248.20	\$348.20
\$419.20	\$335.36	\$219.20	\$319.20
\$1,179.20	\$943.36	\$979.20	\$1,079.20
\$586.20	\$468.96	\$386.20	\$486.20
	\$5,793.31	\$4,841.64	\$6,041.64