



**Student Government Association
Executive**

**9/06/18
Minutes**

- I. Call to Order- 5:04pm**
- II. Roll Call**

Kody Guedes, Gabriela Lora, Karly Inserra, Matthew Mullins, Natasha Santana, Dena Janos

½ Absent:
Stephanie Galindo

Also in Attendance:
Jaime Oyola, Donna Minnich-Spuhler, Maylene Angeles, Jaser Bsharat, Dylan Johnson
- III. Approval of Agenda**

Agenda was amended to have Stephanie go after Natasha and to remove “Summer Allocations Minutes” from her report. Gabriela motioned to approve the amended agenda. 1st by Dena, 2nd by Natasha; agenda approval unanimous.
- IV. Kody Guedes, President of SGA**
 - 1. First Senate Meeting**

Kody stated that he wanted binders to be available and prepared so that they can be given out at the first senate meeting. However, he will create binders for new and elected senate members and have them ready for the fall retreat. The binders will consist of the Constitution and current SGA forms. During the retreat he will go over the contents and their purpose. Donna suggested giving senate members a “cheat sheet” for them to have during senate meetings so that they know how to conduct business during meetings.

Kody mentioned that extra copies of the Constitution, Rosters and Financial Guidelines will be available in the SGA Office. There will also be an extra binder in the SGA Computer Lab. Donna advised that the Constitution should be available at both e-board and senate meetings.
 - 2. Presidents Investiture**

Kody mentioned that the e-board will be part of President Helldobler’s Investiture which will be held October 5th. He also gave the timeframe and format of how things will take place. Members are advised to dress business casual. Kody stated that any students that received invites have to rsvp to the appropriate person. Also, Saturday night the e-board members have been invited to attend the party for President Holldobler at the Shea Center.

3. Office Hours

Kody mentioned that office hours will start next week. He advised VP's to post their office hours as soon as possible. He stated that VP's are to do 6 hours per week and Gaby, EVP is to complete 8 hours per week.

V. Gabriela Lora, EVP of SGA

1. Retreat

Gaby explained the format and the topics that will be discussed during the retreat. She mentioned that SAPB and Greek Senate e-board members will be invited but it is not mandatory that they attend. The date for the retreat will be 10/13 & 10/14. On 10/14, those that have attended all sessions on 10/13 will be allowed to go to Dave & Busters with the rest of SGA. Jaime reminded members that in order to be stipend eligible for this portion of their stipend members of SGA must attend both days. Donna gave pointers on sessions that will apply to SGA, SAPB and Greek Senate. She suggested that those sessions be held at the beginning of the retreat.

2. Club Council

Gaby mentioned that the first Club Council meeting will be held Monday, September 10th. She discussed the agenda and the dates for the remainder of the semester for meetings. Donna discussed club office space and mentioned that four (4) new clubs that will be occupying offices. She stated that she was able to accommodate all clubs that submitted an Office Space Request Form.

VI. Natasha Santana, VP of Public Relations

1. Promo Items

Natasha mention that she was having issues with promo items being delivered in a timely manner. She stated that items won't be here by Friday and that they may arrive by next Monday.

2. Club Fair

Natasha stated that Club Fair is next Tuesday and mention the items that she has available she will bring to Club Fair.

3. Elections

Natasha stated that elections will be held 9/24-9/27/2018. During those dates she will have an Election events each day. Those dates and locations of events are as follows:

9/24/18- Valley Road

9/25/18- Library

9/26/18- Hobart

9/27/18- Main Street

Also during these Election events she will be doing goody bags to hand out to students who vote.

VII. Stephanie Galindo, VP of Allocations

1. Potential Senators

Stephanie asked that if potential members have class at 6:00 pm on Tuesday if they can become senators. Kody stated no they cannot. Donna stated that they will receive half absences every time they leave and that those half absences will then turn into full absences which will in turn be grounds for them to be removed from senate. However, they can become at-large members.

Also, during Stephanie's report the topic of senators that currently hold a position on SGA wanting to move to a different committee. After a thorough discussion e-board members decided that senators wanting to switch committees must send an email to Kody stating their current committee and the committee they would like to be switched to. Also, along with that process the appointment must be brought and voted on by senate. In order for the switch to go into effect there needs to be 2/3 majority vote. Gabriela motioned for the aforementioned to take place and be voted on at senate. Vote count 4-1-1.

VIII. Karly Inserra, VP of Academic Affairs

1. Open Forum Ideas

Karly mentioned that she and Dena have discussed having a joint forum and the concept of the forum being a mini services fair. She stated that they do not want to repeat the Academic Services Fair. Kody suggested that their first forum should not include departments as to give students a sense of comfortability to discuss different issues. He also stated that the forum will count as office hours as long as the senators are in attendance. Donna stated that their forum should have resources and it should give students a chance to say what they want and don't want. Karly then mentioned having a guest that will do a presentation on speed reading. E-board along with advisors mentioned that it would not be a good event to have and it's costly. Donna stressed that many vendors will reach out to her as well as other VPs as that is their job to get students and clubs to spend money.

IX. Dena Janos, VP of Student Life

1. Forum Ideas

Dena mentioned that joint open forum will take place October 9th during common hour. She stated that date was chosen so that e-board and senate can reflect on issues during the retreat.

2. Potential Dates

Dena stated that if there are any major issues during the first forum she will be looking into the 2nd week of November.

X. Matt Mullins, VP of JRB

1. General Overview

Matt gave overview of the first JRB meeting. He stated that at his first meeting he didn't have quorum to vote in his advisors. Jaime stated that if he does not have quorum at his next meeting, SGA E-board can act as JRB.

2. Initiatives

Matt mentioned that he put in a ticket to the IT Department for a universal K-Drive for SGAs e-board. The K-Drive will consist of minutes, agendas, forms, documents, etc. Kody mentioned that he is considering doing a Google form for Monthly Reports. He is also looking into each committee having their own email address, i.e.

sga-jrb@wpunj.edu.

XI. Advisor's Comments

Jaime- welcomed everyone back; this will be a long semester. He advised members to submit names of those who have done workshops to Tamara so that she can conduct gpa checks and begin to work on bios in time enough for elections. Also, if money needs to be passed during a meeting an advisor needs to be present.

Donna- mentioned that it is going to be a good year! She stated that she and Jaime don't tell them what to do and they won't be offended if they don't listen to their advice. She asked that when members meet with different people or departments please inform them so that they can be "in the know". She also stated that she wants them to be successful and that she has an open door policy. Lastly, be conscience of meeting times for advisors.

XII. Old Business

Natasha asked for clarification if it was required for SAPB & Greek Senate to attend Dave & Buster's outing. Kody stated that they can attend if they attend the previous day retreat. Also, if senators don't attend the retreat they will not be able to go to Dave & Buster's with SGA.

XIII. New Business

Donna stated that President Helldobler wants to be in the loop; keep him in the loop.

XIV. Announcements- None

XV. Adjournment- 6:30pm