

# WORCESTER POLYTECHNIC INSTITUTE

## 29<sup>th</sup> Student Government Association

11<sup>th</sup> Meeting of the Twenty-Ninth Undergraduate Student Government Association

To be held in the Rubin Campus Center, Hagglund Room

6:00 p.m. – April 23<sup>rd</sup>, 2019

- I. Call to Order
- II. Approval of the Minutes
- III. Public Comments
- IV. Special Orders
  - a. Club of the Week – Armenian Student Association
    - i. The Armenian Student Association started in 2016. They participate in ASA shared events with other colleges, volunteer with local churches, host various different events on campus, and work with students who will be going to Armenia for IQP. Senator Gruner-Mitchell asked how the members would like to see the club grow.
    - ii. They responded that they have 8 active members currently, and are hoping to gain more in the near future. The club is mostly for people interested in Armenian culture, which is not a large population on campus. They are more interested in representing Armenia on campus and help IQP students to prepare them for studying in Armenia. They would like to do outreach and connect with other cultural clubs.
  - b. Interim Appointments
    - i. Congratulations to Alex Auteri for being appointed as an interim senator.
- V. President's Report
  - a. Summer Plans
    - i. President Wilson reminded senators to continue working on their projects over the summer, and to inform their chairs of their project goals for the summer. She will also be sending an exec feedback form for senators to give their opinions on exec.
  - b. Elections Updates
    - i. Due to technical difficulties, official voting the for superfan slogan and campus hearing board will be postponed. President Wilson will be meeting with IT to solve the problem, and voting will reopen once the election system is fixed. She asked senators to help promote elections.
  - c. Chair of the Term
    - i. Congratulations to Chair Coelho for being awarded Chair of the Term for his work with the communications teams.
- VI. Vice President's Report
  - a. Senator of the Term
    - i. Congratulations to Technical Coordinator Tocci for his work with the website.
  - b. Thank You
- VII. Secretary's Report
  - a. No Report

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- VIII. Treasurer's Report
  - a. End of Year Fiscal Report
    - i. Clubs should be filling out report forms, and need to do that as soon as possible to start the process of getting the funds they need by the end of the fiscal year. If clubs have any end-of-the-year questions, encourage them to reach out to him.
- IX. Parliamentarian's Report
  - a. Trivia
  - b. Alumni Event
    - i. Parliamentarian Liberacki announced that he will be preparing an Alumni event for current senators to bond with SGA alumni and learn from their experiences.
- X. Cluster Reports
  - a. Internal Services Cluster
    - i. Website Launch Update – Chair Coelho
      - 1. Technical Coordinator Tocci announced that SGA has launched the official website, which is at [wp.wpi.edu/sga](http://wp.wpi.edu/sga). The old URL is not being forwarded to the new website, which can only be done by Network Operations. The website is serving its purpose and providing information. There is a feedback form on the website, and people should provide feedback to improve the website if they can. Any feature ideas should be directed to him or Chair Coelho. Chair LaJeunesse congratulated on the work done for the website.
    - ii. End of Term Social Media Recap – Chair Coelho
      - 1. Senator O'Donovan stated that the social media team has focused on Instagram stories, and pushing different campus events. If anyone has an event that they would like promoted, they should reach out to the social media team. The whole team would like to promote more SGA project work, and will be reaching out to project members in the future.
  - b. Student Services Cluster
    - i. Ultrafan Nomination Deadline – Chair Hager
      - 1. The Ultrafan nomination deadline will be on Wednesday, April 24<sup>th</sup>. If anyone would like to nominate someone for an Ultrafan, they should do so immediately.
  - c. Financials Cluster
    - i. Thank you! – All Chairs
      - 1. All Financial Chairs thanked the financial senators for their work on projects and in Financial Board. They also recommended that senators should reach out to chairs for any improvements to financials.
- XI. Faculty, Institute, and Special Committees
  - a. Treasurer Candy announced that SOC passed the Cooking Club and Bowling club as official clubs on campus.

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XII. Old Business

XIII. New Business

a. S.8 F.79 National Society of Black Engineers (\$770.95)

i. **Purpose of Funds**

1. The mission statement of NSBE is to increase the number of culturally responsible black engineers. They are requesting funds for their award ceremony, with the purpose of acknowledging the seniors for their work with the organization and as a networking opportunity for club members. They are requesting for \$992.95 with the funds going towards food, awards and decorations. This initial request was amended to \$770.95 as some funds were being given to non-WPI students.

ii. **Questions**

1. Chair Bimonte asked if they reached out to any sources of funding.
  - They previously reached out to OMA, but they were unable to receive funds from them this year.
2. Chair Racca asked how many companies they expect to attend.
  - They expect 5 companies.
3. Chair Giacomani asked if this was open to anyone on campus. They answered that this is open to all of campus. Senator Starr asked how they are promoting this to all of campus. They answered that they inform campus of the event through their email alias and other cultural organizations.

iii. **Points of Information**

1. This is a Class I organization, and this event can be seen as a banquet. There is also an argument that this is a networking event.
2. Chair Tocci asked if the organization reached out about the lack of funds from OMA. Treasurer Candy announced that this was the case.
3. Tech Coordinator Tocci asked if there was a definition of a banquet. President Wilson Answered that it is up to the discretion of the Senate.
4. Senator Hager asked who could pay this if we deny it? Treasurer Candy stated that they can reach out to other offices or departments on campus for funding.
5. Chair Giacomani asked if their award of mugs and pins count as apparel. Treasurer Candy clarified that this is determined by if the award is necessary for the event and if the event is necessary to the club.
6. SGA bylaws state that only class III events can have a banquet.
7. Senator Rossetti asked what other banquets were open to campus. Treasurer Candy announced that banquets are open to campus, but are only publicized to their organization.

iv. **Pros**

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1. Senator Starr is in favor of this event because the event is open to everyone, however they are not promoting it much.
  2. Senator Hubbard believes that this event is very integral to the club.
- v. **Cons**
1. Chair Bimonte is against this event as this is most similar to a banquet and celebrating the companies present. He also stated that they have not stated methods of publicizing this event to the majority of campus, and the main aspects of this event are to commemorate the seniors of the organization and transition the new executive board.
  2. Senator Charles is against this as the primary purpose of this event is to celebrate the seniors.
  3. While this may be an integral event, Chair LaJeunesse is against this as we are going against our bylaws of funding banquets to Class I organizations.
  4. Chair Racca is against this as most of the items being requested for is towards a banquet-like event. She believes that it may be possible to fund things that are not aspects of a banquet.
- vi. Senator Hager motioned to remove the food items and decorations from the request to prevent this event from being a banquet. Motion failed.
- vii. **Outcome**
1. **Request does not pass**
- b. Discussion on New Structure
- i. **Presentation**
    1. The purpose of the new structure is to provide more time for project work and promote cross-collaboration between clusters. If senate votes to use this new structure, Internal Affairs will write new bylaws to accommodate. If Senate reverts to the old structure, Communication and Community Outreach will merge into the PR Committee with two co-chairs, Continuous Improvements will become a part of the Committee on Internal Affairs and the accountant will fall under the Committee on Appropriations.
  - ii. **Questions**
    1. If the new structure was passed and bylaws approved, would this become a structure for the foreseeable future?
      - President Wilson clarified that this vote is to determine if Senate should continue to move forward with changing the bylaws for this structure. Bylaws have not been changed yet, as Senate has been testing this new structure.
    2. Chair Racca asked if new senators saw a difference between this structure and the old structure.
      - Senator Guerrero does not see a difference between the two structures.

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- Senators Hendry and Gruner-Mitchell like the new structure, but believe there should be more support to it.
3. Chair LaJeunesse asked if there can be changes made to the structure while bylaws are being made. President Wilson stated that this was part of the plan of making changes over the summer. The summer will give times for senators to tweak the bylaws behind the new structure.
- iii. **Points of Information**
1. Chair Giacomani mentioned that in the previous structure, there was a rotation period where senators went to different committees for a week, and that provided a bridge between committees.
  2. Chair Bimonte stated that this structure was tested in the first two weeks of A-Term of the 28<sup>th</sup> Senate, and that an outcome of that was to have the first two weeks of the year be about projects to motivate senators to work on the projects they want to, but still be on a specific committee.
    - Chair Racca followed up that during that two-week period, financial projects were only done by financial senators.
  3. Chair LaJeunesse asked if there could be project assignments by seniority, or a structured project assignment system. Chair Racca believes that this would be beneficial. There would need to be someone who would need to monitor project progress and the method of choosing projects.
  4. Senator Starr asked if reverting to the old structure would get rid of the Continuous Improvements Chair. President Wilson answered that the Continuous Improvements Chair would fall under the Committee of Internal Affairs and would become part of the duties of CIA.
    - Senator Starr suggested changing the Continuous Improvements chair to become a Project Management chair to help oversee the progress of projects.
  5. Chair Giacomani presented that based on the results of the surveys and research that have been done, this has been one of the more effective senates when sharing opinions and holding discussions. However, there is no way to determine if this is from the success of this senate was due to the new structure or the new senators.
  6. Chair Bimonte thinks that a mandatory number of people in each cluster would be necessary.
  7. Treasurer Candy reminded Senate that all changes to the bylaws will still need to be voted on, and Senate can have a discussion on the bylaw changes over the summer and during the approval process.
  8. President Wilson summed up the discussion by stating that people would like to see more structure towards assigning and keeping up with projects if the new structure were to be used. She clarified that

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this vote would be to determine which structure to base bylaw changes on.

### iv. **Pros**

1. Technical Coordinator Tocci is in favor of this structure change as this structure showed that senators were happier working on projects that they liked instead of being focused on one committee.
2. Senator Rossetti stated that he likes this structure as it will be easier to add support to the new structure than make severe changes to the old structure. Treasurer Candy agrees with this.
3. Treasurer Candy believed that the lack of members in projects has been a recurring problem in the previous structure as well. He also stated that much more project work has been done in every aspect of senate, and Senate has produced a lot more deliverables under this structure compared to the previous structure.
  - Secretary Burack highlighted that within Financials, this structure has helped create and complete projects to improve the financial structure.
4. Chair Giacomani believes that the new structure was not meant to be a total fix to all the problems in the past, but is a step in the right direction towards a better solution.

### v. **Cons**

1. Chair Rice is against this change because of the lack of support for the Committee on Internal Affairs. She believes a change in structure would be helpful for Senate, but focus must be given to all existing committees.
2. Chair Bimonte is against a new structure because this structure is similar to Title 11 of the bylaws, which promotes special committees that collaborates with multiple committees. This structure has also hindered the abilities of some committees to complete work. Lastly, he is against this as it alienated people into just working on their projects and did not promote the community aspect of SGA.
3. Senator Charles is against the new structure as this is less structured and allows senators to fall behind in work. He also stated that part of this structure was the environment of working in a committee of the same people. He believes that the previous structure is okay with encouragement to senators to work on other projects outside of their committees.
4. Chair LaJeunesse and Senator Starr are against both systems, as they both had their flaws. They both believe a new structure is necessary, and think combining the best aspects of both systems would be best.
5. Senator Stabile is against this structure as it hurt the attendance and project work of Academic Improvements.

### vi. **Outcome**

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1. **Senate will be keeping the new structure, while taking aspects of the Senate's discussion into account when updating bylaws**
- c. Individual Club Auditing Process
- i. **Presentation**
    1. Chair Racca presented that the club auditing procedure will begin in A-Term with senators reaching out to constituents. Senators will meet with their constituents and ask questions to analyze their fiscal responsibility, and constituent clubs will be asked to bring necessary fiscal documents. They will analyze the constituent's budget and previous Funding Request for accuracy, while the FRA chair reviews previous expenditures. Senators will report findings back to the FRA chair, where the project team will determine a grade for the club and provide the club with the grade and reasoning.
    2. The grading system consists of Fiscal Responsibility and Fiscal Expenditure, with a grading scale of A, B, C, and NR.
    3. The responsibility grade will be determined by fiscal knowledge and organization of the budget and funding requests.
    4. For Expenditure, the FRA chair will look at the Workday information for clubs and determine a grade based on percentages pre-determined by the Workday system.
    5. Based on final grades, recommendations will be made to each club on how they can improve their fiscal responsibility.
  - ii. **Questions/Points of Information/Ideas**
    1. Senator Guerrero asked how many constituents are expected per senator.
      - Chair Racca clarified that constituents will be determined similar to how they would be with budgeting.
      - Senator Guerrero followed up by asking how to respond when a constituent is unresponsive.
        - i. Chair Racca answered by stating that the grade would be based on the information in Workday, and not by asking interviews.
    2. Chair Giacomani believes that some treasurers may not know what's going on due to transitions, and suggests having the meeting with the president in attendance.
      - Chair LaJeunesse offered to sit in on interviews or have a mock interview with senators to prepare them for the process.
      - Senator Guerrero stated that we could possibly add our expectations to the SAO treasurer training.
    3. Senator Tanguilig stated that this process is to give treasurers and idea of what to expect from SGA. This process does not affect Funding Requests, but just gives an objective view of the club

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4. Senator Stabile believes that in-person interviews are not the best method, as senators may not be prepared to answer the interview questions. He recommends at least sending out the interview questions ahead of time. Chair Racca stated that this will also be used to educate senators on financials before the budgeting process.
  5. Chair Bimonte agrees that this is very beneficial for senators, as it will give senators the ability to experience aspects of the financial cluster. While there will be nervousness, this will prepare senators very well.
  6. Chair Giacoman stated that this is beneficial for the clubs as it provides the expectations of SGA before budgeting.
- iii. Treasurer Candy motioned to approve these documents
1. **Pros:**
    - Chair Bimonte stated that while this process may look like we are punishing clubs, it actually allows clubs to become more fiscally responsible and use the funds to the best of their ability.
  2. **Cons:**
    - Chair Hager is not in favor of this process, as a grading system will penalize a club for spending less money.
      - i. Chair Bimonte responded to this by stating that with the amount of rollback we have received, this process will help SGA with more targeted budgeting and knowing what can be cut instead of cutting different parts of budgets FINISH.
      - ii. Chair LaJeunesse stated that clubs could do a voluntary or semester rollback or reallocate the funds that they did not use. This would prevent them from receiving a poor grade on this audit.
  3. **Outcome**
    - **Motion Passed**

XIV. Questions, Comments and Ideas

XV. Announcements

- a. Chair Serven announced that Residential Services will be making a campus wide newsletter for weekly events. She is in the process of figuring out the differences between the two newsletters.
- b. Senator Charles announced that Kap and SAS will be having Thank Kap Its Friday on Friday, April 26<sup>th</sup>.
- c. Chair Nunez asked senators to fill out a feedback survey regarding the SocComm Big Show.

XVI. Advisor's Remarks

- a. Advisor Sharry thanked senators for their discussions during senate. She wishes all senators luck on finals, and encourages Senators to reach out to her over the summer with any questions or ideas for Senate.

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### XVII. President's Remarks

- a. President Wilson thanked Senate for voicing their opinions during discussions. The feedback during discussions will be taken into consideration. This semester in SGA, Senate finally launched the SGA website, completed budgeting, revived the weekly events email. She urges senators to use the summer to get ready for the next semester, as it will be just as busy. If any senators have any project ideas, they should reach out to her.

### XVIII. Adjournment

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