

SGA Senate Meeting

Place: SGA Office, Roosevelt Hall

Time: 3:10pm -4:05pm

Meeting called to order by: SGA Senate

Date: October 1, 2013

Minute Writer: Maria Cervantes

Members Present:

- Vice-President Edward Tully
- Secretary Maria Cervantes
- Senator Aleyca de Leon
- Senator - School of Business Larry Chow
- Senator - School of Arts & Sciences Penelope Cruz
- Senator - Student Body at Large Joshua Bieling
- Senator Michelle Gonzalez
- Advisor Eunice Ro

General Information:

1. Governance Meeting Summary by Senator Penelope Cruz.
2. Retreat: Waiting for updates. Task taken by Senator Larry Chow: In charge of confirm who is going. Setting a date, weekend, calling facility, making reservation, follow procedures for payment.
3. Suny Assembly November 8-10 at Rochester.
(<http://www.studentassembly.org/initiatives/events/conferences/>)
Tasks:
 - Subscription of the members - Michelle Gonzalez
 - Transportation- Anthony DiGregorio
 - Performance- Penelope Cruz
4. Office Renovations: 8,000 dollars from budget allocated for Physical Plant to paint it. (Aleyca De Leon is responsible for this).
5. NY Times printed version: A survey was conducted during club fairs and most of the students agreed we should have copies of it. According to senators who guided the short research, having less copies than last semester (Spring 2013) is better, since there was too many copies and it was a waste of money. This should be put in the agenda of the next Finance Committee. (Josue Sencion is responsible for this)
6. SGA will be hosting a forum where students would walk in and ask questions to the different organizations representatives on campus (Barnes and Noble, Aramark, Student Activities, etc.) Joshua Bieling and Vianna Reyes are responsible for this, contacting different entities, setting date, place & time, proposing an agenda, refreshments, advertising, etc.
7. SGA Spirit Cruise: Funding was approved by Finance Committee. Still, it has to be approved by higher authorities on campus. Chaperons are needed. All members should talk to different staff and faculty members. Date: October 24. Time: 9pm-4am.

- Michelle Gonzalez is responsible of communicating with the international students department.
 - Penelope Cruz is responsible of communicating Cross Country coach
 - Joshua Bieling is responsible of communicating with Golf Instructor Patrick Santiago
 - Maria Cervantes is responsible of communicating with Justina Jeremiah from Residence Life
8. Tickets: In order for tickets for the Spirit Cruise and any other event on campus to be sold, someone needs to be hired. In the future, a ticketing software will be developed or bought but since that takes time, a person will be hired for this semester. Finance Committee will allocate money for this as soon as possible. This will be in the next Finance Committee meeting agenda. The person to be hired will need a safe that will be located by the information desk at the campus center. Michelle Gonzalez is responsible of following the procedures to buy it. Requirements of the person that needs to be hired:
- Not from an agency
 - Part time
 - Available in the middle of the day to cover part of the morning and part of the night time to supply demand of all students' schedules, or two different employees, one for the morning and one for the afternoon/night time
 - Experience in bookkeeping
 - Honesty and transparency
 - Not recommended to post on Craigslist
 - Not student (from any college)
9. Policies and Procedures. It was brought to our attention by advisor Eunice Ro that SGA needs to set specific, clear & written procedures and policies available to all clubs at the time of requesting, coordinating and hosting events funded by SGA. (Michael Garite is responsible for developing this list since he has experience with the procedures with the snowboarding club).