



# **Agenda of the 79<sup>th</sup> Senate**

**Hofstra University Student Government Association**

**March 26<sup>th</sup>, 2015**

**Green House, Student Center**

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- a. We are hoping to get our name out there and also to co-sponsor with any other SGA recognized clubs.
- 5. Chair Shepherd: What is the date of the fashion show?
  - a. April 28<sup>th</sup> in the Student Center Theater.

iii. Debate:

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## 1. Toms Event -

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104. OFFICE OF SECRETARY

104.1 ~~GENERAL DUTIES~~ **MINUTES:** The Secretary shall record **and maintain accurate** the minutes of the Student Government Association Senate and Cabinet. ~~but shall not have a vote in either body.~~

104.2 **OFFICE MANAGER:** The Secretary shall serve as the Office Manager and shall order all needed supplies for said office.

104.3 **CORRESPONDENCE:** The Secretary shall be responsible for all correspondence **at the discretion of the President. Said correspondence may include, but is not limited to, internal updates and contacting potential new members.**

104.4 **MEMBERSHIP ROSTER:** The Secretary shall keep an up-to-date roster of all the members of the Student Government Association.

104.5 **STUDENT GOVERNMENT ASSOCIATION WEBPAGE:** The Secretary shall work with the Public Relations Committee and the SGA Advisor to update the Student Government Association's webpage.

104.6 **SOCIAL EVENTS COORDINATOR:** The Secretary shall appoint and oversee a Social Chair who shall plan intra-Student Government Association events including, but not limited to, dinners, trips, and bonding activities to further relationships within the Student Government Association. The Social Chair shall also coordinate an end-of-the-year function for the Student Government Association.

104.7 **VOTING POWER:** The Secretary shall not have a vote in the Student Government Association Senate or Cabinet.

104.4-8 **SENATE ATTENDANCE:** The Secretary of the Student Government must attend Senate meetings.

210.3 **STUDENT GOVERNMENT ASSOCIATION WEBPAGE:** The Public Relations Committee,

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Association's webpage on the Hofstra University website as deemed appropriate. **They** ~~It~~ must also create a separate social media forum for all of Senate and the student body.

#### ~~210.7 INTRA-STUDENT GOVERNMENT ASSOCIATION AFFAIRS~~

~~A. Social Chair: The Public Relations Chair shall appoint a Social Chair who shall plan intra-Student Government Association events for the Student Government Association including but not limited to dinners, trips, and bonding activities to further internal relationships within the Student Government Association.~~

~~i. The Social Chair shall coordinate an end-of-the-year recognition function for the Student Government Association.~~

~~ii. The Social Chair shall be responsible for the facilitation of fundraising for events.~~

~~B. Oversight: The Public Relations Chair shall be responsible for overseeing the implementation~~

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## Academic Affairs Mid-Semester Report

Spring 2015

### **Book Order Initiative**

- Met with Dr. Jernigan and Steve Babbit to formulate the three primary concerns facing students when book orders are not submitted on time.
  - First Year students at orientation are unable to see what books they will need and are unable to order their books over the summer
  - All students are affected at the end of the semester, when less than half of book orders are in for finals week when students are able to sell their books back to the bookstore. This also

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## **Honors College Checklist**

- Compiled all important information for honors college students
- Making a pamphlet to be handed out in the Honors college and at orientation to all first-year honors college students

## **Study Abroad Program**

- Offered student suggestions to the study abroad office with tips on how to get the information that students are looking for to the students (Hofcast, Orientation brochure, etc...)
- Worked to increase the number of student teaching abroad opportunities

## **GPA Structure Research**

- Compiling data about the GPA structure at other schools
- Brainstorming creative ways to provide more recognition for high performing students
  - Discussion of encouraging a distinction between a student who earns a 3.8 versus a 3.5, such as distinguishing between a Provost's Scholar, Presidential Scholar, and a student on the Dean's list

## **Intersession Financial Aid**

- Researched financial aid structures of comparable schools hoping to support increased January and summer financial aid opportunities
  - Found that Hofstra's structure is comparable to most schools in the area

Respectfully submitted,

Megan Andrews

Academic Affairs Chairwoman

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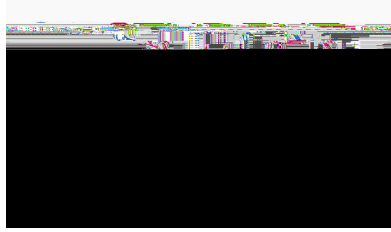
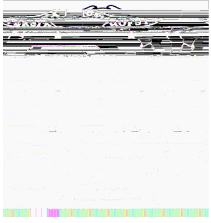
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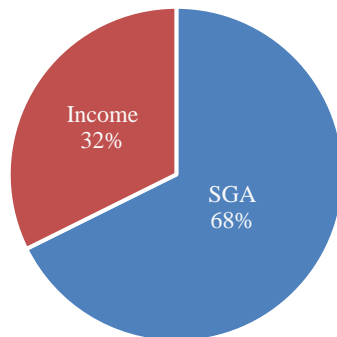


## Mid-Semester Report of the Comptroller

March 25<sup>th</sup> 2015

### **Summary of Transactions January 25<sup>th</sup> - March 25<sup>th</sup>, 2015**

From Jan 25th, 2015-March 25th, 2015  
Total Used: \$76,267.99  
166 Transactions



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**Breakdown of transactions per Club Category:**

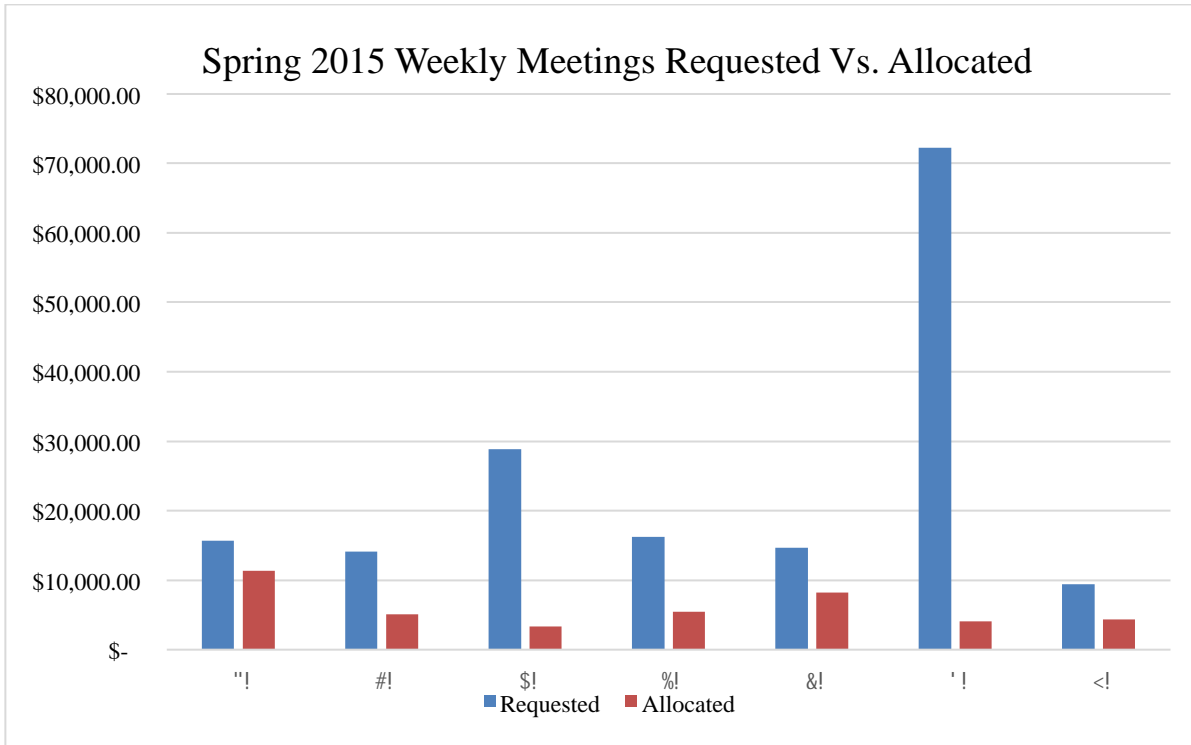
**Breakdown of transactions per Expense Category (Top 5):!**

**Summary of Weekly Meetings January 25<sup>th</sup> - March 25**

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Total Requested Spring 2015 Weekly Meetings: \$171,070.65  
 Total Allocated Spring 2015 Weekly Meetings: \$41,927.17  
 Left to Allocate during Spring 2015 Weekly Meetings: \$3,072.83  
 8<sup>th</sup> and Last Meeting: April 14<sup>th</sup>, 2015

### Spring 2015 Initiatives

- I. Certificates of Achievement:  
28 Clubs rolled back less than 5%, 6 Clubs rolled back less than 10%.
- II. Treasurer Trainings:
  - a. Feb 3<sup>rd</sup>: 94 Club Representatives Attended
  - b. Feb 11<sup>th</sup>: 0 Club Representatives
  - c. March 11<sup>th</sup>: Cancelled
  - d. April 29<sup>th</sup>: 6:30pm (Student Center Theater)
- III. IRCB:
  - Number of Clubs chosen to be audited Spring 2015: 28
  - Number of Clubs audited as of March 25<sup>th</sup>, 2015: 24
  - Number of Clubs left to audit: 4
  - Last IRCB Meeting: April 24<sup>th</sup>
- IV. Mid-Semester Check Ins
  - a. 99 personalized e-mails were sent between March 17<sup>th</sup> and March 20<sup>th</sup> to clubs with SGA allocated funds
- V. Comptroller Database:
  - a. In progress

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- b. Have completed E-R Diagram and started working on creating tables in access.
- c. Plan to have Access Database completed by end of semester.
- VI. Transfer and archive to Google Drive
  - a. Will be completed by April 22<sup>nd</sup>
- VII. Instruction manual for future Comptroller
  - a. Will be completed by April 22<sup>nd</sup>
- VIII. Scanning budgets to UDrive
  - a. Need to figure out how much storage space a semester worth of budget proposals will take up, and then request that amount each semester to be allocated on the UDrive

**Portfolios: Will be submitted to Student Services to Archive by April 15<sup>th</sup>**

1. "Certificates of Achievements"
2. "Treasurer Trainings"
3. "2014-2015 IRCB"
4. "Mid-Semester Check In"
5. "Comptroller Database"
6. "A Resolution to Increase the Student Activity Fee"

Respectfully submitted,

Alyson Guarino

Comptroller!

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# Public Relations Mid-Semester Report

Spring 2015

## **Completed:**

- First Video Press Release  
Reached 4,267 people  
Viewed 1,242 times
- SGA Brand Packet
- Senate agendas on Facebook
- SGA at the Corner training for Senate
- “Brought to You By SGA...” Stamp  
Concept and request have been sent to Hofstra’s creative team

## **In Progress:**

- University Tutorial Program (UTP) advertisement  
Poster is being designed
- Updated Brochures  
Need to be printed

## **For the Rest of the Semester:**

- 2<sup>nd</sup> Video Press Release
- State of SGA
- Reward baskets for Orientation Leaders who have the most likes on SGA’s page
- Plaque recognizing Completed Initiatives
- Avenir font on the U-Drive
- Initiative conferences with Student Services and Academic Affairs

Respectfully submitted,

Forrest Gitlin  
Public Relations Chair

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## Rules Committee Mid-Semester Report

Spring 2015

1. Clubs
  - a. New Clubs
    - i. Mock Trial Team
    - ii. Hofstra Amnesty International
    - iii. Interfaith Club
    - iv. Alpha Phi Omega
    - v. Society for Advancement of Management
    - vi. Hofstra Deaf Education and American Sign Language Club
    - vii. The African Student Association
    - viii. Minority Association of Pre-Health Students (MAPS)
    - ix. Hofstra Table Tennis
    - x. Nippon Culture Society
    - xi. React to Film
  - b. Updated constitution
    - i. Physician's Assistant Club
    - ii. Phi Alpha Delta (PAD)
  - c. Seeking Reactivation
    - i. IFSC
2. Legislation
  - a. Resolution – "to submit a proposal for the 2016 General Election Presidential Debate"
  - b. Active Club Legislation
  - c. Non-SGA recognition Legislation
  - d. Programming Budget Procedure Legislation
  - e. University Club Limitation Legislation
  - f. Universal Prayer Space Resolution
  - g. Secretary Legislation
3. Initiatives
  - a. Completed
    - i. "Bad Constitution" Template
    - ii. Online Rules meeting signups – starts 3/30/15
    - iii. Online election scheduling – starts 3/30/15
  - b. In-Progress
    - i. Constitution Reviews
    - ii. Legislation Templates
    - iii. Election Legislation

Respectfully submitted,

Erin Casey

Rules Chairwoman

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## Academic Affairs Meeting

Tuesday, March 24<sup>th</sup>, 2015

Meeting called to Order: 2:18 PM

Attendance: Megan Andrews, Rita Cinquemani, Hunter Blain, Pratik Shah, Colleen McKeown (2:35)

### **Updates**

#### *Phone Chargers*

Waiting for response from faculty.

#### *Honors Options Registration Checklist*

Rita completed the checklist. Checklist will be converted into a pamphlet format to ultimately be presented to incoming first years during Orientation. In addition, we would like the pamphlets to be available in the Honors College office.

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## **New Ideas**

### *Hofstra Bulletin*

Rita's initiative. She is looking into changes that have been made to the bulletin over the past several

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## Appropriations Minutes

March 24, 2015

Attendance: Chairperson Damian Gallagher, Comptroller Alyson Guarino, Jacquelyn Dent, So-Van Ho,  
& Gaby Senderowicz

Visiting: Rules Chair Erin Casey

Absent: Tristan Marshall (unexcused)

Meeting Commenced: 6:17 PM

1. Entertainment Unlimited  
Requested: \$1,000.00  
Movie Concession Stand  
Allocated: \$0.00
2. Zeenat

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## Club Relations Minutes

March 24, 2015

Call to Order: 6:45 pm

Attendance: Senators Beer, Caputo, Ramdhani, Pollock, Chair Engelson

- New Member Induction
  - Welcoming Senator Ramdhani and showing him the ropes
- New member idea
  - Have cork board in club office to notify clubs of club events and E-board trainings
- Club Olympic Cancellation
  - Critiques
  - Only 3 clubs signed up
  - A learning experience. Will try to have event in future and will be more prepared
  - Misunderstandings and bad timing
  - Don't have the culture
  - Should be done earlier in semester/year and with more incentive
  - A bigger budget would be helpful
- Club Congress
  - In process of being planned
  - Using event as first event for new Senate members to be a part of
  - Senator Pollock will be working with Senator Caputo on the event/initiative
  - Create flyer with Forrest
- New Initiative
  - Press conference/SGA town hall meeting
  - Week after spring break
  - Book room
  - Setting/room layout/Time
  - Make flyer with Forrest

Adjourned: 8:00 pm

Respectfully submitted,

Alex Engelson

Club Relations Chair

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# SGA Public Relations Minutes

March 24<sup>th</sup>, 2015

**Call to order:** 6:10 PM

**In Attendance:** Chair Gitlin, Senator Diaz, Senator Tacconelli, and Senator Shafranski.

## **New Business**

- Next Video Release aimed for April 2<sup>nd</sup>
- UTP Poster

Senator Tacconelli will look into how to get the image onto a foam poster board

- New Initiatives:
  1. Reward baskets for Orientation Leaders who have the most likes on SGA's page
  2. Organizing an Initiative Conference with other committees

Senator Diaz will speak with Student Services & Academic Affairs

**Adjourned:** 6:45 PM

Respectfully submitted,

Forrest Gitlin

Public Relations Chair

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## Spirit Meeting

March 24<sup>th</sup> 2015!

Attendance: Chairwomen Harris, Senator Price, Senator Cinquemani

Meeting Called to order at 4:30pm

### I. Updates

. ¶ Spirit/ Hofstra Committee

KN Senator Price: Pride Wall & connecting to departments

i. Portfolio

ii. Departments: dance, drama, music, Political science, communication- Senator Price will create a plan for promotions

; ¶ Sports Committee

i. Greg: Club Flea Market Portfolio & Funding for Stony Brook

### II. Spirit Rock

. ¶ Proposal

KN Meeting with Joe Milach

### III. Initiatives

. ¶ 8 theme nights for the semester

KN Roll out banner

; ¶ December Basketball games: How do we get people to the game

### IV. Game Schedule

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*Student Services Committee  
Hofstra Student Government Association  
Hofstra University, Long Island, New York*

March 24, 2015

Attendance: Senator Esteban, Senator Ahmedin, Senator Pollock (Visiting) and Chairperson Manuel

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Student Government Association Cabinet Meeting  
Wednesday, March 25, 2015

**Present:** President Atkinson, Vice President Olson, Secretary Wyatt, Comptroller Guarino, Academic Affairs Chair Andrews, Appropriations Chair Gallagher, Club Relations Chair Engelson, Programming Chair Shepherd, Public Relations Chair Gitlin, Rules Chair Casey, Spirit Chair Harris, Student Services Chair Manuel

Meeting called to order by President Atkinson at 8:06 PM

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