



**Elizabethtown College**  
**Student Senate**  
**Minutes – September 24, 2009**

ECSS.00910.SS.M005

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The meeting was called to order by **Metcalf** at 3:45 p.m.

Opening performed by **Stadel**.

Roll call was performed by **Shenk**.

**Absent at roll call**

Dos Santos, Freitag, Goldrick, Hester, Hihn, Hitchens, Keys, Landis, Porcaro, Richmond, Tanner

**Approval of Minutes**

To be approved at the next meeting (October 1).

**Executive Cabinet Reports**

**A. President – Metcalf:**

- Establishing dates for several things.
- Plan of action for academic involvement.
- Officers of Exec Cab attended Faculty Assembly where the Diversity Plan was discussed.
- Please read diversity plan for next week
- We will discuss the plan and determine whether or not to endorse it next week.

**B. Vice President – Shenk:**

- Retreat gas cards will be given to drivers next week
- Surveys concerning the retreat were given to the Class Presidents today and are due by next Thursday.
- Contracts for the Homecoming Fair are due on Monday, September 28, 2009.
- The systematic diagram of the Homecoming Fair will be given at Club Council on Tuesday, October 13, 2009.
- *Spirit Week Information handout passed around.*
- Sign-ups for the Powder Puff game and the Photo Hunt are on October 5 and 6.

**C. Secretary – Hitchens: [As given by Shenk]**

- Senate directory is in the public folder.
- E-mail hitchensc if classes need help formatting Constitutions
- New format for minutes
- Send format feedback and don't forget to keep sending corrections

**D. Treasurer – White:** No report.

**E. Judicial – D'Angola:**

- The Judicial Committee met to review student group constitutions.
- I have a meeting set up with Dean Calenda regarding eligibility checks.
- Eligibility checks will be out soon.

**F. Elections – Kauffman:**

- Homecoming King and Queen elections will be moved to October 13 and 14.
- Nominations for court are open until tomorrow (Friday) at 4:00 PM.

**G. Publicity and Marketing – Smith:**

- Senate Snippets are in the Etownian again this week, so make sure you read them.
- Leah and I had a meeting with Caroline Lalvani regarding the Trick or Treat Event.

- Senate apparel should be here next week.
- Publicity and Marketing Committee is working on Spirit Week.

### **Administrative Reports**

#### **A. Student Life –Calenda:**

- Follow-up regarding Office and Diversity—
- Katy, Kevin, and Sam will be meeting with concerns regarding Office of Diversity Tuesday at 9:00.
- We will be discussing the Diversity Plan next week and Provost Traveso will attend.
- There's a new policy entitled the Missing Student Policy and Procedures that will be implemented as a result of the Higher Education Act of 2008. *Read policy.*
- It's going to use Emergency Contact information from the beginning of the year although it may not contain cell phone numbers.
- We could use roommates as emergency contacts.
- We may want to change policy to make emergency contact information a requirement.
- A student will be determined missing according to the policy. Multiple steps may be conducted at the same time.
- There will be a Personnel Management Response Team as a contact in Campus Security and there is adequate staffing to implement this policy.
- If a student is thought to be missing it should be reported as soon as possible.
- Students will be e-mailed and made aware of this policy and the use of their emergency contact information from the beginning of the year.
- There has been unexpected work around the loading dock at the BSC
- The Academic Quad should be completed by the end of October/ beginning of November
- There will be construction barriers up around Homecoming.
- Equipment for the Bodyshop has been ordered and will be here in 6 to 8 weeks.

#### **B. Campus Security – Boyer:** No report.

#### **C. Residence Life – Bridgeman:** No report.

#### **D. Center for Student Success –Isaak:**

- The personal counselor began on Tuesday.
- If any seniors want to join the Career Service focus group about senior transition, fill out the form and return it to Career Services.
- Information regarding focus group is in Senate Snippets.

#### **E. Health Services – Spayd:**

- There is a pamphlet regarding Health Services.
- Res Life created a brochure regarding frequently asked questions.
- The Well is on target and should be open by Monday.
- All concerns about University Physician Group should be emailed to Spayds@etown.edu.
- Important to contact Spayd and Res. Life. if you are not planning on going home when presenting symptoms of H1N1
- If you are planning to go home, let your roommate or RA know so that you are not reported as missing.
- Staff at UPG is working hard to function smoothly.
- Marge Natividad and Eileen were hired to see students and Dr. Ren and Dr. Craig are also available.
- University Penn Group is open till 5:00
- If students cannot go home when sick they should self-isolate and all others should stay at least 6 feet away.
- High risk students and faculty were given flu vaccines this morning.
- The next round is October 2<sup>nd</sup> from 1:00 to 3:00 in the Tower Conference Room, and then Oct 13<sup>th</sup> from 3:00 to 5:00 in BSC 258.
- If there is a time conflict e-mail Spayds@etown.edu

## Student Comments

**White:** Move for a 10 minute recess. *Debate: For the FC to review and discuss the budget legislation that's being presented today. Motion passes.*

- Lights on the way back from the Quads look good.
- Internet is not working for Founders A.
- Concerns table got specific concerns and they will be addressed.
- Exec Cab will be eating dinner in the Marketplace Tuesday from 5 to 7 for student concerns.
- Complains about the Jays Nest will be forwarded to student managers: lack of drinks stocked.
- Need more washers and dryers in Schlosser.
- Keep an eye out for laundry usage patterns to find open washers and dryers.
- EC radio should be played in the Jays Nest and Marketplace
- If using a Mac in the Jays Nest or BSC, bring an Ethernet cord for internet
- The TV in Ober is great.

## Committee Reports

### Class Reports

#### A. 2013 – Clemens:

- Working on Constitution and Bylaws
- Met with advisors: Gretchen Stark and Courtney Kelsey
- Working on Homecoming float planning and Midway sales ideas
- Looking at fundraising, communication, school wide events, and service work
- Many of the first year senators will attend a leadership workshop in October

#### B. 2012 – Lynch:

- Sophomore class paired off with first year senators for Senate Buddies program
- First-years are invited to 2012 meetings each week.
- Holding a class dinner in October.
- Planning certain class activity that will not be revealed yet.
- Homecoming planning.

#### C. 2011 – DiGrazia:

- We will be planning a KAVE RAVE
- Selling white t-shirts at the door and markers will be available to decorate t-shirts.
- Homecoming planning.
- Designing Messiah t-shirts.

#### D. 2010 – Waldron:

- Planning for Homecoming.
- Discussing senior gifts and ordering incentive gifts.
- Class Dinner in October.
- Saturday is the first senior night at the Black Gryphon.

## New Business

### A. Legislation

#### i. ECSS.00910.FC.001 – White:

- *Presentation of Legislation.*
- *Debate.*
- Process for budgeting looked at total group allocations.
- \$86,137 was requested which far exceeds our designed budget for this semester.
- 70 this year and 30 next semester.
- Total allocations are \$19711.46 for this legislation.
- Finance Committee went through budgets, eliminated the things Senate won't pay for, took out the amount we felt the club could fundraise. We decided not to fund for copy services, and we did not fund for Spring Semester.
- Also took into account number of students, purpose of club, and amount in account.

- Melica and Vocalign allocations are high because they provided documentation for all things requested for money and that was what they were allotted
- Melica is producing a CD this year. Vocalign is producing a CD this year and is using Youtube to target students to come to E-Town
- 6 groups have not been approved by the Judicial Committee. They will be notified after the meeting.
- All student groups are treated as assets to the student community whether activities are on or off campus. Allocations are given based on the group's mission statement.
- Groups are audited and if the allocation is not used for their intended purpose, funds will be rescinded.
- Every group has two weeks to submit receipts after an event.
- Groups were questioned about department support at hearings.
- *Explanation for students groups to know how the decision based on allocations.*
- Student groups, like Vocalign, can plan an additional request Spring Semester.
- Student groups will be told what their funds should be used for.
- **Waldron:** I move to split the vote above and below the be it enacted statements. *Debate. Motion Passes.* **Loeb:** I move to vote on allocations over \$1000 separately. *Debate. Motion passes.*
- -All in favor for all student groups allocations below \$100. *Legislation passes.*
- **D'Angola:** I move to strike Big Brothers, Big Sisters from receiving allocations because they do not have an approved constitution. *Motion passes.*
- All in favor for all student groups allocations below \$500. *Legislation passes.*
- **Smith:** Move to extend the meeting past the two-hour time limit. *Debate. Motion passes.*
- **Stadel:** I move to end the meeting at 6:30. *Debate. Motion Fails.*
- All in favor for all student group allocations above \$500. *Legislation passes.*
- All in favor for allocation for Circle K. **D'Angola:** I move for all four allocations above \$1000 to be postpone to next week so that we can look at their specific budget requests and what the allocation is based on. *Debate. Motion passes.*

ii. **ECSS.00910.FC.002 – White:** *Presentation of Legislation. Debate. Legislation passes.*

#### B. Elections

i. **2011 Elections Position:** Nominations: **Mellott**, accept. **Keys**, decline. *Mellott presents platform. Congratulations Mellott.*

ii. **Chamber of Commerce:** Nominations: **Smith**, accept. **Loeb**, accept. **DiGrazia**, decline. **Busher**, accept. **Hussain**, decline. *Busher presents platform. Loeb presents platform. Smith presents platform. Congratulations Loeb.*

iii. **Academic Council:** Nominations: **DiGrazia**, decline. **Taylor**, decline. **Lynch**, decline. **Shields**, decline. **Farnish**, decline. **Matz**, accept. **Carroll**, decline. **Richmond**, decline. *Matz presents platform. Congratulations Matz.*

#### C. Stellar Senator and Senator of the Month

- Sam Schneider – Stellar Senator
- Monica Natividad – Stellar Senator
- Kevin Smith – Stellar Senator
- Stephanie Carroll – Senator of the Month

#### Announcements

- Zaki Hussain is appointed to the Safety Committee.
- Jenn Simpson is the Chair of the Quorum Committee.

**Adjournment at 6:30 p.m.**

#### Next Meeting

October 1 at 3:45pm in Hoover 212.

Respectfully Submitted,

**Caitlin Hitchens**  
**Student Senate Secretary**

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**Summary of Motions and Votes**

- A. Motion for a 10 minute recess – **White** – Passes
- B. Motion to split the vote above and below “Be it enacted” in ECSS.00910.FC.001 – **Waldron** – Passes
- C. Motion to vote on allocations over \$1000 separately in ECSS.00910.FC.001 – **Loeb** – Passes
- D. Legislation ECSS.00910.FC.00: Student group allocations below \$100 – Passes
- E. Move to strike Big Brothers, Big Sisters from receiving allocations in ECSS.00910.FC.001 – **D’Angola** – Passes
- F. Legislation ECSS.00910.FC.001: Student group allocations below \$500 – Passes
- G. Motion to extend the meeting past the two-hour time limit – **Smith** – Passes
- H. Motion to end the meeting at 6:30 – **Stadel** – Fails
- I. Legislation ECSS.00910.FC.001: Student group allocations above \$500 – Passes
- J. Motion for all four allocations in ECSS.00910.FC.001 above \$1000 to be postponed until 10/1 – **D’Angola** – Passes
- K. Legislation ECSS.00910.FC.002 – **White** – Passes
- L. Elections Committee Election – *Congratulations Mellott*
- M. Chamber of Commerce Election – *Congratulations Loeb*
- N. Academic Council Election – *Congratulations Matz*