



# Senate Minutes | February 17, 2017

## **I. Call to Order**

- a. Roll Call
- b. Approval of Minutes
  - i. Motion- Ben Field
  - ii. Second- Michelle Zhou
- c. Approval of Agenda
  - i. Motion- Juliane Corpus
  - ii. Second- Yasi Sanandaj
  - iii. Unanimous
- d. Address Guests

## **II. Open Forum Presentation**

- a. Fred Smoller: 2040 Conference
  - i. Orange County 2040: What will we look like?
    1. Be a voice to dictate your futures!
  - ii. February 23rd in AF 209 ABC
  - iii. Panelists Antonio Villaraigosa, Emile Haddad, Mark Funkhouser, and James Doti

## **III. Old Business**

## **IV. Committee Reports**

- a. University Affairs Committee
  - i. Alex Ballard: finalized a round table discussion scheduled for 2/17 at 3:30pm. Ballard is creating a student advisory board for on-campus dining.
  - ii. Joseph DeCasperis: revisited his advocacy last semester focused on better signage in Dodge. DeCasperis is also setting up a meeting with the dean.
  - iii. Elena Dennis: is working with Speaker of Senate Rosenberg to revise a survey for the health center that would update hours and services.
- b. Academic Affairs Committee
  - i. Michelle Zhou: Meeting with Dean of library to talk about statistics collected. Senator Wong will collaborate to get financial statistics to start petition.
  - ii. Yasi Sanandaj: Presenting funding request to senate this Friday. New mobile print station in Crean was thought to have conflicted, however issue was resolved.
  - iii. Matthew Ghan: School of Communication town hall next week. Met with Associate Dean about internship/hiring program, newsletter service, and town hall. Starting brand new advisory committee, which will be advertised at town hall. Expected to meet once a month, and purpose is to advise school on what direction it should go in. Dean starting new community outreach for communication students. Using 2 senior senator focus group for SGA/School of Communication feedback. Presenting Sodexo proposal to senate on Friday.
  - iv. Ansley Wong: Met with the Dean of CES along with Senator Hoi, discussed newsletter which she supported. Pitched opening on UAC to Dean to fill it with CES faculty. Discussed newsletter logistics with Associate Dean and Senator Hoi, changed workflow to make it clearer. Predicting problem staffing the newsletter. Newsletter will have faculty

spotlight, various reasons for selecting person to spotlight. Both Dean and Associate Dean want Senators Hoi and Wong to spread the message of single-subject Master programs in CES across various colleges.

- v. Sarah Tabsh: NY Times counteroffered with proposal of \$7,200 for online resources, and is coming into senate next week to present it to senate.

Working on survey for yearbook.

c. Diversity Affairs Committee

- i. Juliane Corpus: Doing research with the health organizations on campus and figuring out ways to propose a peer mentor within each club; they would have to revise their own club Constitution for it to happen. Is still trying to get the research done by the end of the month and get in contact with all of the club presidents. Met my outside committee – the Faculty Diversity and Inclusion Committee. It was the first meeting of the semester and talked about professor awards and superlatives (Most Challenging, Most Inclusive, etc.) Met with Erin Pullin and talked more about the Strategic Plan
- ii. Jerry Hu: Researched scales we want, not sure who to contact yet. Salter Bracknell brand, Will double check into it at the gym on campus, will talk to Mitchell, etc. Trying to get one into Henley Basement. Looking into maintenance on the equipment and machines in Henley. Disability Committee might combine with the CDP (Accessibility Committee)
- iii. Dorcas Hoi: Went to outside committee last Thursday -- Communications and Perceptions Task Force. Talked about how our school affiliation is DOC and what that means. Everyone on the outside thinks we are a religious group, but we look at ourselves as more spiritual we are more spiritual. We are reviewing the mission statement since it apparently is not the same as the vision statement. CES: Met with the Dean and Associate Dean, Talked about what they expect from them as Senators, Getting more visibility, especially with minors, Talked about the newsletter and meeting with the editorial team
- iv. Ian Policarpio: Met with the Chair of Dance, Julianne O'Brien and Dean Ongaro. Talked about setting up a COPA luncheon that would be around 3 hours, Will be town-Hall like. National Organizations (all performing arts) have standards that they would have to get their degree -- Policarpio is going to try to find or integrate classes that would meet the requirements that would meet interdisciplinary degrees. Established contact with some of the "major" seniors within the three departments and they are going to be liaisons (spread word of mouth). Went to Music Town Hall, more collaboration within COPA and the rest of the school.

d. Community Outreach Committee

- i. Elliot Gardner: Checked with everyone to make sure committee members were getting people to take the survey. Worked on finding a time for committee meetings that fit everyone's schedule. Decided on Mondays at 4:30. Brainstorm goals, 2 town halls, explained town halls discussed the big event we are planning for the semester
- ii. Ben Field: Discussed Orange City Council Town hall meeting, Construction that will affect an El Pollo Loco, Orange High School Turkeys, Santa Ana Riverbed homeless issue, Next one March 14th
- iii. Nicolette Burtis: Plug for Mission Environment's Trail Mix Party March

- 1st @ 8pm. Working on internship financial support
- iv. Philip Bui: Highly involved on campus. He is trying to utilize his involvedness to bring more community awareness, and SGA awareness to those organizations and groups
- v. Ahmad Al Bunnia: Wants to raise Israeli flag to honor girl who was stuck because of Travel Ban. Wants to get more involved in SGA
- vi. Sofia Caputo: Unable to attend
- e. Allocations and Internal Affairs Committee
  - i. Nico Scordakis: will reach out to David Wilson through Facebook.
  - ii. Peter Scheinman and Kunal Sharma have made headway in setting new guidelines for conference sponsorship funding.
  - iii. Adam Frey talked to Mike Keyser and Olga Magana to set up meetings for convenience store.
  - iv. Shelby Stewart: went to Presidents meeting and spoke about student org print center.
  - v. Peter Scheinman pressured the printer people. Beckman printer will be installed on Feb. 17<sup>th</sup>.
  - vi. Kunal Sharma is working in the dorms, talking to freshman about availability of core classes for Poly-Sci.
- f. Outside Committees
  - i. Tyler Porterfield: In BK 201 there are computers in there but they will be taken out for students to utilize to study or anything else they may need. Please spread the word that it is now an open space.

## V. New Business

- a. Funding Request: Pua'ikeana 14<sup>th</sup> Annual Lu'au
  - i. Total Requested: \$7,000
  - ii. Peter Scheinman- They are asking for only half the price and they also looked for outside funding, overall I think this is a great event and I support funding it in full.
  - iii. Sarah Tabsh- I think this is a great event and it has a great environment.
  - iv. Motion to fund in full-Megan Taban
    - 1. Second- Nicollete Burtis
    - 2. Approval is Unanimous
- b. Crean Furniture Proposal: Senator Sanandaj
  - i. Total Requested: \$8,544.
  - ii. Elliot Gardner: has the furniture been approved by fire and safety?
    - 1. Yasi- Yes it has been approved.
  - iii. Sarah Tabsh- I think we should just wait to fund it until you have the actual numbers of how much Crean can actually put forth and if it's more then we can negotiate and SGA can supply less money.
  - iv. Juliane Corpus- It is better not to wait because students really need this and Dean Hill is hard to negotiate with and funding 25% is the adamant number she is willing to fund.
  - v. Peter Scheinman- SGA could help out Crean especially if we have the funds to do so and if Crean is low on funds.
  - vi. Motion to fund in full- Nicolette Burtis
    - 1. Second- Sarah Tabsh
    - 2. Approved- 23 Opposed-0 Abstained-2
- c. School of Communication Town Hall Meeting: Senator Ghan

- i. Total Requested: \$446.31
- ii. First School of Communication town hall, the price includes pizza for 60 people, water, and lemonade.
- iii. Matthew Ghan- it is important for students to know where they belong, talk about course content, funding, updates, and holding feedback session.
- iv. Joe DeCasperis- I think it was a good idea to invite the classes and almost make it a requirement for them to come.
- v. Tyler Porterfield- Has there been any advertising for this event?
  - 1. Matthew Ghan- Yes we have reached out to all the faculty members holding classes and had them email their students and we have as well talked to residence life.
- vi. Motion to fund in full- Alex Ballard
  - 1. Second- Juliane Corpus
  - 2. Approved-23, Opposed-0 Abstained-2
- d. Compensation Proposal: Vice President Porterfield
  - i. We are looking to make the directors positions be made into hourly positions instead of being paid in fellowships. They will be paid minimum wage, however the minimum wage will continue to rise over the next year so the budget will increase.
  - ii. Sarah Tabsh- I completely agree in changing it because it isn't fair for them to be paid less when they do more work.
  - iii. Joe DeCasperis- I think we should possibly increase the fellowships because tracking hours might be an issue and what considers to be working.
  - iv. Tyler Porterfield- The director of Justice will not be included because they don't put in a lot of hours so they will remain on a fellowship.
  - v. Mitchell Rosenberg- I think the Director of Elections should be a fellowship position because it is a case by case or seasonal.
  - vi. James Hart- You're right it is very seasonal, but it is more of a support to administrative roles rather than student government work.
  - vii. Mady Dewey- I think the Director of Elections should be only getting paid for the hours they put in especially since it is seasonal.
  - viii. Motion to approve with the clause that the President has to approve the hours prior to advisor approval- Peter Scheinman
    - 1. Second- Ian Policarpio
    - 2. Approved-24 Opposed-2 Abstained-0
- e. Proposed By-Law Change
  - i. By-Law change is to impose guidelines and rules for organizations that apply for funding for items for profit.
  - ii. **Article VI. Requirements and Regulations for Funding and Review**
  - iii. **Section 4. Items and Events Marketed and Sold for Profit**
    - 1. *Any items or events for which a club or department is requesting fund, and for which the funds are intended to be used to generate a profit, shall be subject to the rules and regulations of this section.*
    - 2. *Definitions*
      - a. *A "Profit" is any amount raised above cost.*
      - b. *An "Event" is any organized gathering on or off of campus.*
      - c. *An "Item" is a physical good or service.*
      - d. *A "Sale" is the exchange of an "Item" for any form of consideration.*

iv. *Applying*

1. *An organization must declare that it intends to use SGA funds to generate a profit when the initial application is filed with the Director of Finance*
2. *The organization must provide clear and coherent projections for both the revenues and costs associated with the Event or sale of Items. These shall include:*
  - a. *Revenue based on some form of metric(s) relevant to the customer base.*
  - b. *Costs based on actual documentation gleaned from the vendor(s) from which the Items or Event supplies are being purchased.*
3. *The organization must provide a clear and concise explanation for how the Event or Items are relevant to the organizations stated mission and goals.*
4. *The organization must provide the date on which sales will end.*
5. *The organization is not eligible if they maintain a cash fund or bank account off of Chapman's campus*

v. *Purchasing of Items and Reimbursement*

1. *SGA will reimburse the cost of the Items to be sold, or supplies necessary to put the Event on once the organization has sufficiently demonstrated proof of purchase.*
2. *The organization shall have fourteen (14) days from the stated end of sales to return the full cost of the items to SGA.*
  - a. *When the return of funds is made, the organization must provide a full and complete record of all sales transactions listing the date, name of the customer, ID number of the customer (if applicable), the amount of the sale, and any other relevant transaction details. The organization must also submit a printout of their GL transaction detail listing the last year's worth of transactions on their Chapman University Account to be used to reconcile against the supplied transaction record.*
3. *If the organization fails to return the full cost, a written statement as to why, signed by both the President and Treasurer of the organization, must be submitted to the Director of Finance and President of SGA.*
  - a. *The organization's President and Treasurer must meet with the President and Director of Finance of SGA to discuss the shortfall and prevention in the future.*

vi. *Penalties*

1. *If the organization fails to disclose that items will be sold at the onset of the application process, the Allocations Committee and Senate, depending on the amount of the application, may reserve the right to deny the application at the point of discovery.*
  - a. *If the omission is found to be willful and intentional, the Chairman of the Allocations Committee may recommend to the Senate that the organization be suspended from applying for SGA funding for up to one (1) year.*
    - i. *The recommendation shall pass with a simple majority vote.*
2. *If the organization fails to reimburse SGA for the cost of the items or supplies funded by SGA, the President and Director of Finance may recommend to the Senate that the organization be suspended from applying for SGA funding for up to one (1) year.*



- a. Motion- Nico Scordakis
- b. Second- Adam Frey
- c. Unanimous