

**THE COLLEGE OF SAINT SCHOLASTICA
STUDENT SENATE
GENERAL MEETING MINUTES**

LOCATION: BWC249
DATE: Sunday, 4/19/2009
TIME: 8:00 pm

CHAIRPERSON: Daniel Moore, President
RECORDER: Tierra Hansen, Administrative Vice President

<i>TOPIC</i>	<i>DISCUSSION</i>	<i>ACTION</i>
Call To Order		President Moore calls the Senate to order at 8:00 pm.
Attendance	The following Senators are absent: Doug Lee, Dan Dodge.	Note, there are 23 voting Senators present.
Approval of Current Meeting Agenda	Under V. b: ResLife Introductions Under VII. c. i: a. Indigenous Student Alliance; b. CJL; c. Circle K; d. KMC; e. ASEP	Agenda stands with noted changes.
Approval of Previous Meeting Minutes	Minutes Stand.	
Immediate Action	<p><i>Student Accounts</i></p> <p>Linda Rogentine from the Business Office discusses the new electronic payment options offered. They have been attempting to streamline the processes in order to make them more efficient and effective. Phase One of the electronic billing process began in December 2007. This included being able to view statements online via BannerWeb. They are currently working on Phase Two, which are the electronic payment options. Students can use the e-pay feature to pay with electronic check or credit card. This gives them a way to make tuition payments online and is an alternative to writing checks, swiping their credit card in the Business Office, or having to handle money with the cashier.</p> <p>These features are accessible through BannerWeb. The service is convenient, secure, and simple. It is available 24/7 and has real-time posting. Students can also set up a guest user (Mom, dad, etc...) in order for those users to also make payments online. A few more features of the electronic payments include the ability to print and e-mail receipts and view account balances at any time.</p> <p>The credit cards accepted for online payments are AmericanExpress, Discover, MasterCard, and Diner's Club. However, there is a 2.75% convenience charge for each transaction. They do not accept Visa credit cards because it was difficult to negotiate a per transaction fee assessment. The company has thus far not been successful negotiating with them. Students may also choose the electronic check option in order to avoid the convenience fee. Account information can be stored for</p>	

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future payments. The Business Office still accepts traditional payment options: the 10-month payment plan; cash; personal checks, cashier checks, and money orders. Credit cards are no longer accepted in the Business Office; all credit card transactions must be done online. Students can go online to view the payments options website, which includes an FAQ page and an online tutorial. It was noted that credit cards may still be used in the Business Office for non-tuition related transactions, such as adding Dining Dollars to your student ID card. They are also looking at ways to be able to purchased Dining Dollars online.

ResLife Introductions

Amber Gort and Luke Mirau were asked to come to the Student Senate meeting to give overview of what ResLife does. Amber tells the Senators about her responsibilities as a live-in professional in Scanlon Hall. They respond if the RAs need additional assistance or for any crisis. They deal with different issues everyday, but continuously enforce rules and maintain safety on campus.

Student Saving Club

Senator Heffner explains that he brought the Student Savings Club program to the Student Affairs Board of Trustees meeting and they were very impressed with the idea.

Unbudgeted Request

Student Savings Club

Senator Gigliotti moves to allocate \$1500 to Student Senate to fund the Student Savings Club; Senator Heffner seconds. Vice-President Kroyer explains that as soon as funding is approved, the program will be up and running, and it will expire May 31, 2010. Senator Bonner suggests forming a committee in order to promote and inform students of the program. The motion passes.

Stipend Recommendations

Senators Hackenmueller, Johnson, and Bass explain that during the budgeting process \$17,000 were approved for student stipends. The Stipend Review Committee has been reviewing who currently gets stipends. Earlier in the semester, they re-evaluated the requirements and notified all eligible clubs to see if they were interested in applying for stipends. The application process took place and the committee made their selections. Last Wednesday they heard appeals from clubs who were denied all or part of their stipend requests and made revisions to their recommendations. If the clubs were still not satisfied, they could

Senate allocates \$1500 to Student Senate for the Student Savings Club.

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come to the Student Senate meeting.

The Stipend Review Committee's recommendations are as follows:

CAB:

- \$1000/semester for CAB president
- \$500/semester for Performer Chair
- \$500/semester for Coffeehouse Chair
- \$500/semester for Movie Chair
- \$500/semester for Random Activity Chair

Peer Ministry:

- 5-\$500/semester stipends

Student Senate:

- \$500/semester for Student Activities Chair
- \$500/semester for Internal Affairs Chair
- \$500/semester for Collegiate Affairs Chair
- \$500/semester for External/Legislative Affairs Chair
- \$500/semester for Finance Chair

International Club:

- 1-\$500/semester stipend for President and/or Vice-President

Senator Johnson points out to the Senate that if we choose to add more stipends to the list, we would have to allocate from next fall's budget as an unbudgeted request. We could also take it out of this years' budget if we have the funding.

Stipend Recommendation Appeal

Senator Nellis is representing CAB and its appeal for a fifth stipend for their Advertising Chair. He reads a letter from Tricia Rinella explaining how having a quality Advertising chair would improved the events put on by CAB. Her letter states that it is difficult to excel at both planning and advertising events; with an advertising chair, the events could be more utilized by the CSS community. The Stipend Review Committee explains why they did not recommend the stipend for the Advertising chair. The committee says did not have a good feel of why the chairs of other the other committees could not do the advertising the one event they had to plan each month.

Senator Heffner moves to accept the \$17,000 Student Stipend Budget worksheet. Senator Johnson moves to amend the CAB entry to read 5 chairs, which would bring the total to \$18,000. Senator Toro seconds the amendment. The new motion is allocate to CAB a stipend of \$1000/semester and 5 chairs a \$500/semester stipend. The recalculated stipend total is for \$18,000. Senator Nellis notes that

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	<p>attendance at CAB events seems to have been slipping, and so they are trying to find ways to improve it. They are also going to track attendance at events. Senator Heffner expresses his concern about giving \$500 to a chair that has never existed before and states that it may be better if CAB demonstrated the need and the benefits of the chair over the course of the year and then re-applied for the Advertising chair stipend next year. Senator Bass notes that this was some of the rationale behind the committee's recommendation to deny the stipend. She feels the advertising responsibilities should be given to other club members.</p> <p>A vote is taken for the amendment of the motion which would add the fifth chair stipend to CAB and increasing the stipend allocation to \$18,000. A division is called. There are 12 ayes, 12 nays, and 0 abstentions. President Moore is the tie-breaker and declares a nay vote. The motion fails.</p> <p>The vote returns to the initial motion for the CAB stipends to read 4 chair stipends and all other allocations to stand as written. The next vote taken is to approve entire stipend budget of \$17,000. A division called: 17 ayes, 7 nays, 0 abstentions. The motion passes.</p>	<p>Senate approves \$17,000 for student stipends.</p>
<p>Reports of Executive Officers</p>	<p>a. President- Daniel Moore <i>Game Ball</i> Senator Villamizar gives the Game Ball to Senator Hansen for her dedication to Senate over the past few years and her work as the Student Activities chair and as Executive Vice-President.</p> <p><i>MAPCS Update</i> On Saturday, April 25th there is a MAPCS meeting at Augsburg College. Any Senators interested in attending along with President Moore are welcome.</p> <p><i>Collegiate Readership Update</i> President Moore talked to our account manager about the breakdown of newspaper selections and how many papers we have paid for so far this year. Senate can decide to change the papers we receive and the drop points. Currently, the location by the Banner Lab is the most utilized, followed by the location in Science. The Senators discuss possible alternatives for the two current Somers Hall locations. An informal vote to change one of the Somers drop locations to the Wellness Center and the relocate the second stand in Somers to nearby the campus operator desk. Senate approves.</p> <p>b. Executive Vice President- Blake Kroyer <i>Tassie McNamara Committee</i> The nominations are closed with seven packets turned in. The nominators will be</p>	

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interviewed this week and then the committee will meet for selections.

Club of the Year

Club of the Year nominations are still open, with a few packets turned in so far. Students can turn in the form until April 28th. The committee will meet that night and the club will be announced on May 1st.

Chair Appointments

President Moore and Vice-President Kroyer interviewed the chair candidates last week. They believe that each person selected will benefit the Senate as a whole.

Vice-President Kroyer moves to appoint Brady Nellis as chair of the Student Activities Committee. Senator Heffner seconds. The motion passes.

Vice-President Kroyer moves to appoint Andrea Imberg as chair of the Collegiate Affairs Committee. Senator Heffner seconds. The motion passes.

Vice-President Kroyer moves to appoint Erin Lucas as chair of the Committee. Senator Bass seconds. The motion passes.

Vice-President Kroyer moves to appoint Nick Gigliotti as chair of the External and Legislative Affairs Committee. Senator Bass seconds. The motion passes.

Vice-President Kroyer moves to appoint Josie Johnson as chair of the Finance Committee. Senator Lucas seconds. The motion passes.

Executive Appointments

Vice-President Kroyer moves to appoint Tierra Hansen as the Administrative Vice-President. Senator Lucas seconds. The motion passes.

Vice-President Kroyer moves to appoint Andy Nelson as the Financial Vice-President. Senator Johnson seconds. The motion passes.

c. Financial Vice President- Andy Nelson

Account Balances

The account balances are as follows:

Project Fund	\$34236.48
General Fund	\$7399.69
Operating Account	\$6009.41

KMC Request Update

KMC voted to not go to their event. The \$1218 allocated during the last meeting will not be taken out from the General Fund.

d. Administrative Vice President- Tierra Hansen

Senators Nellis, Imberg, Lucas, Gigliotti, and Johnson are appointed as chairs for the Senate standing committees.

Senator Hansen is appointed as the Administrative Vice-President.
Senator Nelson is appointed as the Financial Vice-President.

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<p style="text-align: center;">Reports of Standing Committees</p>	<p>a. Collegiate Affairs- Andrea Imberg <i>Grievances Updates</i> Kroyer updates on the past grievance about the pothole. Terry Belich noted there was nothing to do for it until the end of school year, but the filling material was on order. Moore comments that the chalk on Tower Hall has been removed. It could not be done before because the pressure washer required to remove the chalk could not be used during the winter weather.</p> <p><i>New Grievances</i> Student Trustee Hadrich asks for a mail drop box in Science for students. He comments that the Mailroom workers collect faculty mail and it would be a convenience for Science students. Senator Toro says that Campus Security officers cannot run escorts while they are doing rounds. It was proposed to have certain students run the escorts, such as RAs. Senator Yu comments that one of the showers in Somers 2nd floor North does not have hot water. Senator Cofer states the issue with the microphone in the Science auditorium.</p> <p>b. External & Legislative Affairs- Nick Gigliotti</p> <p>c. Finance- Josie Johnson <i>Budgeted Requests</i> Indigenous Student Alliance: \$4250 CJL: \$244 Circle K: \$820 KMC: \$250 KMC: \$6,600 ASEP: \$125 ASEP: \$838</p> <p><i>Unbudgeted Request Forms</i> Senator Johnson proposes an addition to the unbudgeted request forms asking the author to state how the request would benefit the entire student body. The Senate generally asks this question during the meeting, so it would make sense to simply include it on the form. She also added to the form the note that they must keep</p>	<p>A revised Unbudgeted Request Form is approved.</p>

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	<p>their receipts in order to be reimbursed. Senator Johnson moves to accept the updated unbudgeted request forms. Senator Hackenmueller seconds. The motion is passed and will go into effect immediately.</p> <p><i>Overview of Forms</i> Senator Johnson reviews the unbudgeted request forms for all Senators. She notes that all club account numbers are listed outside of the Student Senate office. It is beneficial for the student who is requesting the money to be the same as the representative who attends the Student Senate meeting. Senator Johnson explains that it is good to itemize the request and do the calculations on either the side of the page or on an attached sheet of paper. It is strongly recommended to clubs to pay for 10-25% of the cost with their fundraising money.</p> <p>d. Internal Affairs- Erin Lucas</p> <p>e. Student Activities- Brady Nellis</p> <p>f. Board of Trustees Student Representative- Andy Hadrich</p> <p><i>SABOT Update</i> Student Trustee Hadrich update the Senate on the items covered during the Student Affairs Board of Trustee meeting. Retention is looking good; 84.8% of the current enrollment has registered for next fall. Three items were approved: the addition of an Addiction Recovery School, the new Director of Diversity, Emily Johnson, was appointed, and another ResLife coordinator was approved. Housing in the apartments is full for next year and they are anticipating full capacity for Somers as well. There are still 20 opens beds n Campus Park which ResLife is hoping to fill with transfer students. Hadrich adds that the last Board meeting is the Friday of finals week. Students with concerns are welcome to contact him.</p>	
<p>Reports of Special Committees</p>		
<p>New Business</p>	<p><i>Handbook Revision</i> <i>Stipend Fund</i> Senator Johnson moves to change the wording regarding the Stipend Fund on page 3 of the Financial Handbook that lists all of the accounts and funds. Senator Cofer seconds. Motion passes.</p> <p><i>Endeavor Fund</i> In light of the budget crunch this year, it was felt that there was a need to change</p>	

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some financial things. There were three majors changes last term: an increased travel allocation maximum from \$75.50 to \$250; the creation of the Endeavor Fund with a budget of \$25,500; and stipends were increased to \$500/semester.

Senator Johnson reviews budget numbers from this past year. It was calculated that the total transportation allocation with the increase was \$34,679.43. If the increase had not been approved, transportation allocations would have totaled \$33,493.65. Senate has already dealt with the transportation allocation by decreasing the maximum.

Senators Johnson, Bass, and Hackenmueller looked at the numbers from miscellaneous expenditures from this past term, such as the Collegiate Readership program, the stipend increase and Phase 2 of the OP! Rental Program. They also calculated the anticipated miscellaneous expenditures for next year including additional funding for Senior Send-off and remaining club budgets that were cut this year. They came up with a projected \$9000 that would have to be compensated for next year with the current fund allocations. They recommend allocating between \$8000-9000 per semester for the Endeavor Fund, compared to the \$12,500 that is currently taken out of the General Fund per semester. They note that the Senate can allocate more funds from the Rollback process into the Endeavor Fund if we so choose.

Student Trustee Hadrich expresses his concern that these financial cuts could be done by other means, such as being more tight with money for other allocations given throughout the year. There are many benefits of the Endeavor Fund. It creates opportunities for students to get involved and to fund projects that are needed on our campus. These funds are used to pay for projects that can be used for students' benefits for years to come.

Senator Hackenmueller notes that we have had to crack down on what we do allocate and that decreasing the Endeavor Fund allocation will not take away the responsibility to allocate accurately to the requests that come during the year. She also states that the Finance committee meets before every Senate meeting to decide what they are going to recommend to the Senate; thus, the allocations have already gone through a preliminary approval process. Senator Bass points out that we need to do what is responsible for everyone at the school.

Senator Villimizar states that he believes projects that help the entire student body should come first before any individual or club, and with the Endeavor Fund, people can see tangible results from Student Senate. He also points out that

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	<p>money not used in the Endeavor Fund projects can get rolled back for the spring semester. Senator Imberg moves to change the handbook to read an allocation of \$9,000/semester for a total of \$18,000 for the year to the Endeavor Fund. Senator Dahl seconds. Senator Bonner moves to lay to table the issue until the next meeting. Senator Cofer seconds. The motion passes.</p> <p><i>9/11: Never Forget Project</i> Senator Bonner discusses the Young America’s Foundation 9/11: Never Forget project. Each year on September 11, colleges and high schools across the country put out 2,977 flags on their campus to signify each person to who died during the terrorist attacks. The total cost of the flags would be about \$540 for 4X6 flags. A number of other colleges in Minnesota are also taking part in the project. If anyone is interested in being involved with it, they should contact Molly Bonner.</p>	
<p style="text-align: center;">Old Business</p>		
<p style="text-align: center;">Announcements</p>	<p>a. Steve Fee and the Jeremy Sanoski Band are performing a Christian concert on May 2 at 7:00 PM. The concert is free but they are asking for a canned food donation.</p> <p>b. President Moore announces the Senators’ committee placements.</p>	
<p style="text-align: center;">Adjournment</p>	<p>President Moore asks for dissent to adjournment. There is none.</p>	<p>The Senate adjourns at 10:39 pm. The Student Senate will recess until Sunday, April 26.</p>