

Assembly Meeting  
July 28, 2007  
3:03PM- 4:45PM

**Call to Order**

**Roll Call**

**Present:**

Executive and Staff: Executive and Staff: President Horstein, Vice President Martin, Chief of Staff Neville, External Relations Director Cullen, Programs Director McKenna, Public Relations Director Caban

Legislators: Deputy Speaker Graham, Secretary Mason, Senator Bixby, Senator Perr, Senator Thorgesen, Senator Nippa, Senator Moore, Senator J. Krug, Senator Cail, Senator Broderick, Senator Ruscitti, Senator Miller, Senator Griswold,

Ex-Officios: PRIDE, BSU

Student Trustee:

**Absent:**

Executive and Staff:

Legislators: Speaker Cassata, Senator Anders, Senator Decker, Senator Long, Senator T. Krug

Ex-Officios: ALAS, ARH

Student Trustee: Ryan Cekander

**Approval of Minutes**

- I. No corrections were made.
  - a. Senator Broderick motions to approve the minutes.
    - i. Senator Miller seconds.
    - ii. Motion passes.

**Administrative Reports**

- I. President Horstein's report:
  - a. He spent much of the summer meeting with staff and administrators from various areas of campus.
    - i. He made sure to sit down with nearly every staff member within the DoS to figure out ways to work together next year.
  - b. Diversity project

- i. He sat with people to talk about how to make more active diversity throughout the campus.
  - c. BoT meeting
    - i. They approved the academic plan for 2007-2012.
    - ii. They named the baseball field “Duffy Bass.”
    - iii. They named the golf course “D.A. Weibring.”
  - d. Fall retreat
    - i. He has begun to plan this with Suzette and the Executive Officers.
    - ii. Everyone must be there.
      - 1. They should plan on leaving 3:30pm on Friday, August 24, and be back at 4pm on Sunday.
  - e. Relationships with the Town
    - i. He began attempting to meet with many town officials.
      - 1. It was hard to get together with them at the beginning of the summer, and they will try again once school starts.
    - ii. He went to a couple of the events hosted by the town.
    - iii. Uptown Normal has begun naming new streets.
    - iv. Members of the town council and other officials would like to come talk to us.
  - f. He is still trying to find a Technology Director.

II. Vice President Martin’s report:

- a. He and Dave met with nearly 1,500 of the 3,000 incoming freshmen this summer through Preview.
  - i. They encouraged them to respond to their Senator emails and join the Association.
- b. He and Dave made outreach with many new organizations this summer.
  - i. Many were excited to hear from SGA.
  - ii. They met with Jeff Lopez from Recreation Services, Jan Shane-Murphy from the Provost Office, Arlene Hosea from Campus Dining Services, Maureen Blair from University Housing Services, Chika Assistant Vice President for Student Affairs, Brent Patterson Associate Vice President of Student Affairs, and many others.
- c. The Student Fitness and Kinesiology and Recreation Building has been a big project.
  - i. It will be \$43.9 million.
  - ii. There is a start date of Spring 2008 and a completion date of Fall 2010.
  - iii. It will be the largest building on campus at 170,000 square feet.
- d. The Bone Student Center revitalization committee met.
  - i. It is estimated to be a \$5-7 million project.
  - ii. It should be a part of the upcoming bond issue.

- e. He has been sending numerous letters and receiving many applications for External Committees.
    - i. This should be completed by the third week in August.
    - ii. People should have people interested contact Kevin.
  - f. He has sent out 300 letters to prospective ELP participants.
    - i. There is a very detailed program planned.
    - ii. He hopes to gain information from other schools.
      - 1. He has been calling other universities across the nation to find out about their programs.
  - g. Educating Illinois has been having meetings.
    - i. This is why teachers come here, and we will be hearing more about it later.
- III. Chief of Staff Neville's report:
- a. She reminds everyone they get a week's pay for this summer meeting.
    - i. They also get paid for the retreat.
  - b. She needs to know everyone's office hours by Wednesday, August 22<sup>nd</sup>.
  - c. She needs everyone to correct their contact sheets if necessary and put down their shirt sizes.
  - d. Finance Director Osolin asks how many office hours are needed.
    - i. Vice President Martin says to look in the Operations Manual.
  - e. Senator Ruscitti asks how tight the shirt sizes are.
    - i. Neville does not know offhand.
- IV. Deputy-Speaker Graham's report:
- a. She will have the first constituent email prepared for the first week of school.
    - i. She will send it out to the Senators by Monday, August 20<sup>th</sup>.
    - ii. Senators are required to send it to their constituents by 4:30pm on Wednesday, August 22<sup>nd</sup>.
- V. Secretary Mason's report:
- a. He will be reading off who has excused and unexcused absences about once a month during the Assembly meetings.
- VI. Programs Director McKenna's report:
- a. She is continuing to work on Homecoming ideas, and more information will be coming soon.
- VII. External Relations Director Cullen's report:
- a. The Campus Fair will be October 9<sup>th</sup> from 9-4pm in the Brown Ballroom.
- VIII. Public Relations Director Caban's report:
- a. She is working with McKenna on Festival ISU.

- b. She is trying to contact local media sources for events in the upcoming year.
- IX. Finance Director Osolin's report:
  - a. He will be going over the budget report later in the meeting.
- X. Advisor Zompetti's report:
  - a. ASGA Update
    - i. All of the logistical arrangements were made for the trip to ASGA.
    - ii. Chief of Staff Neville will be providing the final expense numbers as part of the budget that will be presented at the first Assembly Meeting in September.
    - iii. Participants will be receiving a packet with all of the necessary information, including excuse letters.
    - iv. If participants are taking a class off-site, let her know so she can send the necessary letters.
    - v. Her, President Horstein, and Vice President Martin were asked to present two sessions at the National Conference.
  - b. Grounds Grievance
    - i. There was a grievance filed against SGA by the union who represents groundskeepers.
    - ii. This issue was as a result of our Community Clean-up Program and a miscommunication which occurred between the Caribbean Student Association and the groundskeepers working on the assigned day in April.
    - iii. The issue has been resolved, but she wanted to make everyone aware of the situation.
    - iv. She and Chief of Staff Neville will be working with Programs Directors McKenna to ensure better communication about the program occurs between the Association and Mike O'Grady, Director of the Grounds Department.
  - c. Image and Technology.
    - i. She wants everyone to be mindful of their online persona.
    - ii. She wants people to refrain from engaging in confrontation through electronic means, no matter what the source.
    - iii. It is very important to be aware of what you put in your profiles, walls, etc.
    - iv. The Association needs to maintain a level of professionalism.
    - v. If there is a situation or problem with someone, come see her privately.
  - d. New Secretary for SGA Advisement.
    - i. There is a new secretary for SGA, Tammy Hansen.
    - ii. Everyone should try to introduce themselves to her.
  - e. "Clickers" Update

- i. She wanted to let everyone know that the clickers are in, and they will be ready for the first meeting in the Fall Semester.
    - ii. They came in under the projected cost.
      - 1. The total was \$999.00 + \$30.43 for shipping.
  - f. SGA Laptop and Digital Camera.
    - i. For security purposes, Tammy will maintain a log of the SGA Digital Camera.
      - 1. If you need to use it for SGA purposes, see her in SSB 120 to check it out.
        - a. It then needs to be returned by the next business day.
        - b. This is better for property control.
    - ii. As part of the fee the Association pays for maintenance and upkeep of the office computers, we will be receiving two new computers.
      - 1. One of the computers from the Senator's office is being replaces.
      - 2. A SGA Laptop is being purchased.
        - a. It will be used by Secretary Mason for minutes and is needed in order to use the clickers.
        - b. Tammy will also maintain a log for the laptop.

- XI. Advisor Olshak's report:
  - a. No report.

## Committee Reports

- I. Civic Engagement- Senator Nippa:
  - a. He will be looking into the Readership Program more.
  - b. He is working with External Relations Director Cullen on voter registration.
    - i. He thinks they might have a voter registration week.
  - c. He is working on inviting guests to speak during caucus times.
    - i. People from the Town of Normal want to come.
  - d. He is working on active diversity.
- II. Finance and Allocation- Senator Cail:
  - a. The benchmarking trip is a great opportunity.
    - i. They approved \$3,500 for the trip.
  - b. They approved \$2,500 for the Fall Retreat.
  - c. They approved \$1,000 for Homecoming fees.
  - d. They approved \$2,500 for SGA apparel.
- III. Programs and Recognition- Senator Bixby:
  - a. They are changing the name of "RSO of the month."

- i. They will be sending out an email to RSO presidents to make them aware of this offer.
  - b. They will be giving people applications for Redbird of the Month.
  - c. They are promoting SGA awareness.
    - i. They want SGA members to go to events wearing their apparel.
  - d. Random Acts of Kindness
    - i. RA's should nominate people they see doing a good job on campus.
- IV. Policy and Procedure- Senator Moore:
  - a. They plan on reviewing the Constitution and making sure it is up to date and accurate.
  - b. The internal elections procedure needs to be addressed in the bylaws and it needs to explain the procedure of what to do if a vote ends in a tie.
  - c. They plan on reviewing the Elections Code to make sure there are not any misinterpreted policies or loopholes and adding information to it such as electronic campaigning stating what is acceptable and not.
    - i. Last year the outgoing administration was required to be at Academic Senate, and they did not want to because they were not getting paid.
      - 1. We might want to extend their term.
  - d. The parking policy and transportation system are issues they plan on confronting.
    - i. They want to make the transportation system available on Wednesdays, too.
  - e. The Late Policy needs to be addressed because it is very expensive paying security to stay at these events.
    - i. They funding is very low, but they have a few plans on how to make it work.
      - 1. One idea is to train interested criminal justice majors on how to do security work at different events and pay them to do so.
  - f. They want to address the issue of grades.
    - i. They want to make anyone in authority, such as Suzette, to pull up our grades as easily as a coach can.
      - 1. They plan on working with the Athletic Program to find how to make this possible.
  - g. The Code of Conduct needs to state what is acceptable and not of an SGA member to post online.

### **Ex-Officio Member Reports and Updates**

- I. ARH- report sent to Martin from Monica Gibbs

- a. She and Sabrina have worked very hard on Move-In, and things are going smoothly.
    - i. Move-In is on Wednesday, August 15<sup>th</sup>, and Thursday, August 16<sup>th</sup>.
  - b. She is in the process of planning an overnight trip for the fall.
  - c. She is finalizing a schedule of events happening this year.
  - d. Contact her with any questions at [uhmagibbs@mail.sys.ilstu.edu](mailto:uhmagibbs@mail.sys.ilstu.edu).
  - e. She and Sabrina are excited to take a benchmarking trip along with SGA and Dining Services.
    - i. She hopes to gain a lot of experience and knowledge from this trip.
- II. PRIDE
- a. They have been working on their schedule of events.
  - b. They are hosting a conference on October 6<sup>th</sup>.
- III. Student Trustee Cekander- report read by Martin
- a. He apologizes for not being able to attend.
  - b. The meeting to approve all salaries for faculty and staff could not take place this summer because the budgets have not been approved by the state.
    - i. They are taking a one month extension until everything is finalized in Springfield.
  - c. The baseball field and golf course have been named after our esteemed alumni.
    - i. The names are Duffy Bass Field and D.A. Weibring Golf Course.
  - d. New academic plans have been approved for the different colleges.
    - i. A handful of degrees have been reviewed.
    - ii. Contact him if you want more information.
  - e. Educating Illinois has been Osolin making large strides at making Illinois State University a more elite university.
    - i. If anyone wants the report, contact me.

### **Information Items**

- A. Appointment of Graduate Senator- President Horstein
  - a. He received resumes for the position of Graduate Senator.
  - b. This particular candidate has incredible experience.
  - c. President Horstein read aloud part of her application.
  - d. The person was out of town, and unable to be at the meeting.
  - e. President Horstein motions to move this into Action Item A.
    - i. Vice President Martin seconds.
    - ii. Motion passes.
- B. Appointment of Policy and Procedure Chair- Deputy Speaker Graham

- a. There was only one application for the position.
  - b. The Executive Officers had appointed Senator Moore to this position.
  - c. Senator Griswold motions to move this into Action Item B.
    - i. Senator Thorgesen seconds.
    - ii. Motion passes.
- C. Budget Review Process- Finance Director Ryan Osolin
- a. Osolin goes over the flow chart in everyone's folder.
  - b. Vice President Martin says the Budget review is where we see how student fee dollars are being spent.
    - i. We are doing something new- creating a Budget Review Commission.
      - 1. We did not get enough out of the past meetings.
        - a. These will be more in-depth.
- D. Creation of the Budget Review Commission- President Horstein
- a. He has the ability to create any commission he deems necessary.
  - b. This is his official announcement that he is creating the Budget Review Commission.
- E. Office Update- Chief of Staff Neville
- a. She goes over the Office Layout Sheet in everyone's folder.
  - b. The Assembly Officers will be moving into an actual office.
  - c. There will be storage space for ex-officios.
  - d. There were be a conference room with sign-up sheets for everyone to use.
  - e. President Horstein says that there are still changes to be done.
  - f. Vice President Martin says that there are also more options for the ex-officio offices.
- F. SGA Website Update- Vice President Martin
- a. The new website will be up during the Fall semester, and we will hear more about it later.
- G. SGA Logo Update- Vice President Martin
- a. The logo will be changing.
  - b. There will be three words to go along with it: leadership, advocacy, and unity.
  - c. We will be having more professional pictures taken soon.
    - i. Everyone should listen for that date.
- H. Reinstatement of Black Student Union (BSU) as an Ex-Officio- President Horstein
- a. He says that Fellicia and BSU's new executive board is a great, ambitious group.
  - b. President Horstein motions to move this into Action Item C.

- i. Senator Nippa seconds.
  - ii. Motion passes.
  
- I. Resolution Allocating Funding for Fall Retreat- Chief of Staff Neville
  - a. She says that even with this retreat, we will be on or still under budget.
  - b. Senator Nippa wants to know the location.
    - i. Neville says that it will be at Timber Lake.
    - ii. This is the best location financially.
  - c. Chief of Staff Neville motions to move this into Action Item C.
    - i. Senator Nippa seconds.
    - ii. Motion passes.
  
- J. Resolution Allocating Funding for LCD Projector- President Horstein
  - a. He says that we will use these clickers for voting and for presentations.
  - b. Senator Thorgesen motions to move this into Action Item D.
    - i. Senator Ruscitti seconds.
    - ii. Motion passes.
  
- K. Resolution Allocating Funding for SGA Apparel- Chief of Staff Neville
  - a. She has been thinking about getting polos and pull-over shirts.
  - b. She also wants a fun t-shirt.
  - c. Neville passes around pictures of what each piece of apparel would look like.
  - d. She wants everyone to contribute \$10 for all three items.
  - e. This would create a brand for us.
  - f. Neville will add “2007-2008” to the title of the resolution.
  - g. Senator Broderick motions to move this into Action Item F.
    - i. Senator Miller seconds.
    - ii. Motion passes.
  
- L. Resolution Authorizing “Pig Out with the Prez” Co-Sponsorship- Senator Cail
  - a. She says that the money has already been approved by the Finance and Allocation Committee
  - b. Senator Cail motions to move this into Action Item G.
    - i. Senator J. Krug seconds.
    - ii. Motion passes.
  
- M. Resolution Authorizing Benchmarking Trip- Vice President Martin
  - a. He says that the point of a benchmarking trip is different than a conference because they will be talking to unbiased sources.
  - b. He says that the University of Florida and Florida State are leading universities.
    - i. ASGA gave Florida State the best SGA award in Florida.
  - c. They will be looking at Mobile Campus.
  - d. They will be looking at other the other schools’ Leadership Council and ELP programs.

- e. They will be looking at the location of the Senate offices.
- f. They will be looking at dining plans.
  - i. This is important because ISU's new dining plans are coming up.
- g. They will look at the new residence halls.
- h. They will look at the new Student Involvement Centers.
- i. There will only be unbiased input due to actually traveling to the other places on the benchmarking trip.
- j. He has a detailed itinerary.
  - i. He will be meeting with everyone going about this soon.
- k. He wants to see how other schools know about their SGA.
- l. Senator Miller asks how people were picked to attend.
  - i. Vice President Martin says President Horstein and himself are going to research what they need to.
  - ii. An advisor is going to drive the car and oversee the trip.
  - iii. A senator will go to observe legislative affairs.
- m. Senator Nippa asks how these Florida universities compare to ISU with demographics and population.
  - i. Vice President Martin says that they are both residential universities, they are leaders, and they are both close by.
- n. Vice President Martin motions to move this into Action Item H.
  - i. Senator Miller seconds.
  - ii. Motion passes.

N. Resolution Authorizing Homecoming Co-Sponsorship- Senator Cail

- a. She says that the Finance and Allocation has already approved the money.
- b. Senator Cail motions to move this into Action Item I.
  - i. Senator Griswold seconds.
  - ii. Motion passes.

O. Resolution Authorizing Participation in Festival ISU- Programs Director McKenna

- a. She says that this will be similar to Springfest.
  - i. All of the RSOs will be out on the quad.
- b. She says it is a great way to reach out to constituents.
- c. Senator Nippa motions to move this into Action Item J.
  - i. Senator Moore seconds.
  - ii. Motion passes.

P. Resolution Authorizing SGA Compensation Change- Advisor Zompetti

- a. She says that SGA received a 2% pay increase.
- b. The problem is that money gets spent on food.
- c. We will receive a money increase on our Redbird Card I.D. for food.
  - i. Then food would no longer be covered in meetings.
- d. It will be better this way because then no taxes will be taken out.

- e. Senator J. Krug asks if there is any other way to receive the money.
  - i. Zompetti says no, and its not in the dining plan.
- f. Senator J. Krug asks if the money will go to flex dollars.
  - i. Zompetti says yes.
- g. Senator Nippa motions to move this into Action Item K.
  - i. Senator Ruscitti seconds.
  - ii. Motion passes.

Q. Resolution Authorizing SGA to host IBHE-SAC December Meeting-  
President Horstein

- a. He says that IBHE-SAC stands for Illinois Board of Higher Education-  
Student Advisory Committee.
- b. He thought it was a good idea to bring this to ISU.
- c. Senator Miller asks if there are any other requirements to hosting this  
event except foe monetary.
  - i. Vice President Martin says there is nothing else mandatory, we  
are just encouraged to attend the meeting.
- d. Senator Nippa asks how the money is spent, and Advisor Zompetti  
explains it to him.
- e. Senator Thorgesen motions to move this into Action Item L.
  - i. Senator Nippa seconds.
  - ii. Motion passes.

R. Resolution Recognizing Betty Kinser for “Citizen of the Year”- Vice  
President Martin

- a. He says that Betty Kinser was very involved.
- b. She will receive a framed copy of the resolution.
- c. Senator Griswold motions to move this into Action Item M.
  - i. Senator J. Krug seconds.
  - ii. Motion passes.

**Action Items**

A. Appointment of Graduate Senator

- a. Senator J. Krug motions to approve.
  - i. Senator Nippa seconds.
  - ii. No debate.
  - iii. Motion passes.

B. Appointment of Policy and Procedures Chair

- a. Advisor Zompetti explains that we are approving Senator Moore like  
this because there were no other applications.
- b. Senator Miller motions to approve.
  - i. Secretary Mason seconds.
- c. Senator Nippa motions to suspend debate and move to a vote.
  - i. Senator Griswold seconds.

- ii. Motion passes.
    - d. Item passes.
- C. Reinstatement of Black Student Union (BSU) as an Ex-Officio
  - a. Senator Broderick motions to approve.
    - i. Senator Thorgesen seconds.
  - b. Debate:
    - i. Vice President Martin says Fellicia is very punctual.
  - c. Senator Nippa motions to suspend debate and bring this to a vote.
    - i. Senator J. Krug seconds.
    - ii. Motion passes.
  - d. Item passes.
- D. Resolution Allocating Funds for Fall Retreat
  - a. Senator Miller motions to approve.
    - i. Senator Ruscitti seconds.
    - ii. No debate.
    - iii. Item passes.
- E. Resolution Allocating Funds for LCD Projector
  - a. Senator Nippa motions to approve.
    - i. Senator Miller seconds.
    - ii. No debate.
    - iii. Item passes.
- F. Resolution Allocating Funding for SGA Apparel.
  - a. Senator Miller motions to approve.
    - i. Senator Broderick seconds.
    - ii. No debate.
    - iii. Item passes.
- G. Resolution Authorizing “Pig Out with the Prez” Co-Sponsorship
  - a. Senator J. Krug motions to approve.
    - i. Senator Ruscitti seconds.
    - ii. No debate.
    - iii. Item passes.
- H. Resolution Authorizing Benchmarking Trip
  - a. Senator Ruscitti motions to approve.
    - i. Senator Bixby seconds.
    - ii. No debate.
    - iii. Item passes.
- I. Resolution Authorizing Homecoming Co-Sponsorship
  - a. Senator Ruscitti motions to approve.
    - i. Senator Bixby seconds.

- ii. No debate.
- iii. Item passes.

J. Resolution Authorizing Participation in Festival ISU

- a. Senator Ruscitti motions to approve.
  - i. Senator J. Krug seconds.
- b. Deputy Speaker Graham offers a friendly amendment.
  - i. She has “and Deputy Speaker” add after “Public Relations Director” in the eighth line.
  - ii. Public Relations Director McKenna accepts.
- c. Item passes.

K. Resolution Authorizing SGA Compensation Change

- a. Senator Nippa motions to approve.
  - i. Senator Bixby seconds.
- b. Senator Thorgesen asks if the increase will carry over into the next semester.
  - i. Advisor Zompetti says the Fall would roll over into the Spring semester, but the Spring would not.
- c. Senator J. Krug asks if the money must be used for food, or can it be used in other things such as debit dollars.
  - i. Advisor Zompetti says we can change debit dollars to a friendly amendment.
- d. BSU asks why it was denied in the past.
  - i. Advisor Zompetti says there were new people involved.
  - ii. She says changes to the by-laws have to happen.
- e. Item passes.

L. Resolution Authorizing SGA to host IBHE-SAC December Meeting

- a. Senator Miller motions to approve.
  - i. Senator Ruscitti seconds.
  - ii. No debate.
  - iii. Item passes.

M. Resolution Recognizing Betty Kinser for “Citizen of the Year”

- a. Senator Miller motions to approve.
  - i. Senator Moore seconds.
  - ii. No debate.
  - iii. Item passes.

### **Passing of the Gavel**

- A. Advisor Zompetti says that the Operations Manuals will be handed out at the Fall Retreat.
  - a. She will also be out of her office Monday-Thursday this week.
- B. BSU has planned out their August 27<sup>th</sup> Meet-and-Greet.

- a. They will have their Kick-Off Labor Day week.
  - i. There will be activities Tuesday-Saturday of that week.
- C. PRIDE has their first official meeting on August 29<sup>th</sup>.
- D. Senator Nippa asks everyone to talk to him about any ideas they might have for voter registration.
- E. Chief of Staff Neville reminds everyone to turn in their contact information.
- F. President Horstein tells everyone that it is important to go to ex-officio events.
- G. Advisor Olshak also wants people to be more involved in civic engagement.
- H. Public Relations Director McKenna says we will get to run with the Victory Bell again this year at Homecoming.

## **Adjournment**