

Assembly Meeting  
May 2, 2007  
7:32PM-8:48PM

**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

Legislatures: Speaker Cassata, Deputy Speaker Graham, Secretary Mason, Senator Bixby, Senator Perr, Senator Thorgesen, Senator Nippa, Senator Moore, Senator J. Krug, Senator Anders, Senator Cail, Senator Broderick, Senator Ruscitti, Senator Miller, Senator T. Krug, Senator Decker, Senator Griswold, Senator Long

Ex-Officios: ARH, ALAS, APAC, BSU

Student Trustee:

**Absent:**

Executive and Staff:

Legislatures:

Ex-Officios: GSA, PRIDE

Student Trustee: Brett Schnepfer

**Approval of Agenda**

- A. Graham motions to approve the new agenda.
  - a. Mason seconds.
  - b. Miller wants to know the changes that were made and why.
    - i. Cassata explains that there were some last minute items that had to be put on after the agenda was sent out.
  - c. Motion passes.

**Approval of Minutes**

- A. No corrections were made.
  - a. Ruscitti motions to approve the minutes.
    - i. Bixby seconds.
    - ii. Motion passes.

## Administrative Reports

- I. President Horsetin's report:
  - a. Last Wednesday was Lobby Day in Springfield.
    - i. They got to know the legislatures in our area.
    - ii. It was nice because they already knew the projects we are working on.
  - b. He finished the last transition with Ross Richards.
    - i. He had a meeting with Dr. Bowman.
  - c. He thanks everyone who helped out at the Virginia Tech vigil.
    - i. They raised \$1,000.28 for the fund.
    - ii. Inter-Fraternity Council donated \$500.
  - d. SGA is still looking for a Graduate Senator and a Senator from the College of Applied Arts and Sciences.
  - e. He went on the Rec Center tour Monday.
    - i. It was nice to see things that we will want in ours, and things we do not want in ours.
  - f. Went on the Linkin Dining Center tour yesterday.
    - i. They have ideas for new dining centers in the future.
  - g. He went with Martin to the women's basketball banquet.
  - h. Everyone should facebook Suzette Zompetti and Rick Olshak.
  - i. Nippa should be recognized for the pictures he has been taking at every event.
    - i. We will have a good slide show at the end of the year.
- II. Vice President Martin's report:
  - a. He did not receive external committee nominations from everyone.
    - i. External committee letters will be sent this week.
    - ii. Goal date of September to have all the external committees filled.
  - b. People interested in helping with the Emerging Leaders program should contact him.
    - i. He wants any information anyone may have about programs to do, topics to discuss, and workshops to attend.
    - ii. It would be helpful to look at other schools for ideas.
    - iii. Please give him any new information by the end of next week.
  - c. He and Horstein met with the Vice President for Student Affairs staff to discuss the new website we are currently making.
    - i. Target date is the fall of 2007.
  - d. He thanks everyone who helped at the Virginia Tech Memorial Service.
    - i. We have currently raised \$1,000.28.
    - ii. He gives a special thanks to the Inter-Fraternity Council for their \$500 contribution.
  - e. Anders asks if the external committee letters will be sent to local addresses, because people are leaving soon for the summer.
    - i. Martin says they will be sent to local addresses by Friday, so people should get them before they leave.

- f. Ruscitti asks what to do about someone that approached her who is interested in SGA.
  - i. Martin says to give him the person's contact information.

III. Chief of Staff Neville's report:

- a. Wants everyone to make sure all of their paperwork is processed before leaving for the summer.
  - i. If you have not received a pay stub, ask the Dean of Student's office.
  - ii. Make sure to have direct deposit before this summer.
- b. Officer hours are due this Friday by 5pm.
  - i. There are no office hours during finals week.
  - ii. If you have too much to do this week, you can split up your office hours into next week.
    - 1. Please talk to her before doing this.
    - 2. Academic Senate next Wednesday does not count toward these hours.
- c. She is in the process of planning a fall retreat.
  - i. It will be August 24<sup>th</sup> to 26<sup>th</sup>.
  - ii. Please make sure to check your email this summer for more information.
- d. She has recently interviewed a Technology Director.
  - i. She is still checking his sources.
- e. J. Krug asks what to do because she is not on direct deposit yet.
  - i. She wants to know if she can still pick up last week's check.
    - 1. Zompetti says the check should be in SSB 120.

IV. Speaker Cassata's report:

- a. If you are on On-Campus or Graduate Senator, please make sure to sign up for a one-on-one with him.

V. Deputy Speaker Graham's report:

- a. She emailed Erin Pearce for a list of RSOs and contact information, but she has yet to reply.
  - i. When Erin replies, she will give the information to the Underrepresented Senators and their listservs.
  - ii. Martin wants to know when this will happen by.
    - 1. Graham says by the end of the week.
  - iii. T. Krug asks if they need to send out an email if they still do not have constituents.
    - 1. Graham says no.
- b. The constituent email is complete.
  - i. Both the Word and PDF versions are saved in the Shared Folder.
  - ii. The must be out no later than Friday at 4:30.
- c. She reminds Senators to remember signing up for one-on-ones if they have not yet done so.

- d. She reminds Senators that they should also have one meeting with their respected positions by the end of the year.
- e. She presents the Senator of the Month Award.
  - i. It goes to Jackie Krug.
    - 1. She completed all of the tasks given to her.
    - 2. She scheduled meetings with people outside of the Association.
    - 3. She attended Lobby Day in Springfield.

VI. Secretary Mason's report:

- a. He reminds everyone to make sure their summer contact information is correct.
  - i. If not, you will not receive an invitation from Dr. Bowman to dinner before the first Academic Senate meeting next year.
  - ii. Email Mason if it changes.
- b. "Save the Dates" sheet.
  - i. Reminds everyone the summer meeting is July 28<sup>th</sup>.
  - ii. Reminds everyone the fall retreat is August 24<sup>th</sup> to August 26<sup>th</sup>.
  - iii. We are not sure if ex-officios will be able to come yet or not.

VII. Programs Director McKenna's report:

- a. She is looking into different care packages for Fall 2008.
  - i. She hopes everyone tried the samples in the office.
- b. She is finishing Community Clean-Up this year and revising it for next year.
- c. She finished the bios for the website.
  - i. If anything has changed or you would like to add anything, let her know.

VIII. Finance Director Osolin's report: (read by Ali Neville)

- a. On Tuesday, he met with Vice Presidents Adams, Brent Patterson, and Wendy Bates.
  - i. They went over his position and things he will need to know, and met the people he will be working with.
  - ii. They made plans to meet during the summer to go over information regarding student fees.
- b. He created an ex-officio and non ex-officio co sponsorship forms to be used.
  - i. These are still subject to corrections.
  - ii. Nippa wants to know more about the ex-officio co sponsorship.
    - 1. Neville can not answer because she only has Osolin's written statement.
- c. He is continuing to review Marie's papers, the color of money powerpoint, and a few budgets given to him by Brent Patterson.

IX. Public Relations Director Caban's report:

- a. She sent out the press releases to all of the Senators and Executive Officers newspapers.
  - i. They should be in the newspapers within a week or two.
- b. She is in the process of making the new SGA brochure.
  - i. If you have any suggestions, let her know by Friday.
- c. She met with Zach Parcell from WZND, who is in charge of promoting events, and Cheryl Budde, who is from the communications department.
  - i. Both are willing to help out SGA with any events we want promoted.
  - ii. Cheryl is in charge of putting things on the website, on the calendar, sending out Monday's notes to professors, etc.
  - iii. Anything you need promoted next year, let her know because these people will help.

X. External Relations Director Cullen's report:

- a. The Town of Normal thanks SGA for participating in the Community Clean-Up.
- b. He thanks everyone who participated in the Higher Education Lobby Day.
- c. He attended the Bloomington Normal Community Campus Coalition meeting two weeks ago.
  - i. The group wants to get a keg registration put in place in the Bloomington Normal area.
  - ii. Keg registration is already in Champaign-Urbana, and they are trying to model ours after theirs.
- d. He attended the Uptown Advisor Commission meeting.
  - i. The One Main Group is in negotiations with a few companies in regards to the leasing out their future building in Uptown Normal.
- e. He will be attending the Neighbor Association of Normal on Saturday with Rick Olshak and Vice President Adams.

XI. Advisor Zompetti's report:

- a. Transition and Starter Process Evaluations
  - i. She apologizes for not getting the evaluation out earlier.
  - ii. She will be emailing a new version out by Friday at 6pm.
    - 1. People should try to get it done before they leave.
  - iii. The feedback will be used to plan for the fall retreat and it will be sent on summary data to Policy and Procedures for their review in considering possible Elections Code revisions.
- b. Executive Summaries from Preliminary One-on-Ones
  - i. If any ex-officio would like to meet before summer, she would appreciate that.
    - 1. She will explain the ex-officio relationship to SGA better in this meeting.
  - ii. Summaries of preliminary one-on-ones were sent out to Assembly Officers, Executive Officers, and the Advisement Team.

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

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

- I. APAC
  - a. Tomorrow, at 7:30pm is their last event of the year.
    - i. It is at Eagle Park.
    - ii. There will be food.
    - iii. The bonfire had to be canceled.
- II. ALAS
  - a. Their last event was a success.
  - b. They will be moving their meetings from Tuesdays to Mondays next year.
- III. ARH
  - a. They had their last general assembly meeting on Sunday, April 29<sup>th</sup>.
  - b. They approved the funding to participate in UPB's "Pig out with the Prez."
    - i. They approved the program in whole.
  - c. There are three area kickouts this weekend.
    - i. Watterson's is Thursday, May 3<sup>rd</sup> from 4-7pm.
    - ii. East Campus's is Friday, May 4<sup>th</sup>, from 5-7pm.
    - iii. West Campus's is Saturday, May 5<sup>th</sup>, from 4-7pm.
    - iv. Horstein wants all On-Campus Senators to go to their area kickouts.
  - d. People can still apply to be a cur leader.
    - i. This is the same as last year's Move-Leader, just a different name.
    - ii. Go to the housing website, fill out an application, and send it to Sabrina.
  - e. Both she and Sabrina will be here over the summer to work on plans for next year.
    - i. Contact her anytime.
- IV. Student Trustee Schnepfer's report: (read by Ted Mason)
  - a. He had he trustee in Residence at the library last Friday.
    - i. He can see that the library needs funds.
    - ii. Areas of the building are in very bad condition.
    - iii. It should be the next area of campus to be worked on.
  - b. The next Board of Trustees meeting is Friday, May 11<sup>th</sup>, at 9am.
    - i. This is the most important meeting of the year because they will be looking at tuition and fees.
    - ii. He encourages SGA members to go see what a Board meeting is like.
      - 1. This will be his last meeting as Trustee.
  - c. Martin encourages everyone to go to the Board of Trustee meeting.

## Information Items

- A. Constituent Email Instructions- Allison Graham
  - a. Graham goes over the how-to sheet she made for everyone.
    - i. It explains everything step-by-step.
  - b. She wants everyone to put their listserv in the “to” line, and put her name in the “cc” line.
  - c. Must be sent out by Friday.
  - d. Thorgesen wants to know if Off-Campus Senators are organized by area or by alphabetical order.
    - i. They are organized by alphabetical order.
  - e. Anders wants to know Graham’s email address.
    - i. It is OCSenator4@ilstu.edu
  
- B. Horstein motions to suspend the normal order of business into committee reports.
  - a. Ruscitti seconds.
  - b. Motion passes.
    - 1. Civic Engagement report- Jason Nippa
      - a. His groups has many great ideas.
      - b. He is in the process of putting the surveys into a spreadsheet.
        - i. Cullen suggests using Access.
    - 2. Finance and Allocation report- Tom Krug
      - a. They looked at budgets.
      - b. They received the \$499 fund for “Pig out with the Prez,” and it was approved.
        - i. Will send a request to Cassata to put this on the summer meeting.
      - c. The \$499 Homecoming Proposal was approved.
        - i. This will also be sent to Cassata for the summer meeting.
      - d. Their main business is now finding members for Fee Board.
      - e. Horstein explains that the \$499 were approved by the Executive Committee, and it is up to Finance and Allocation to approve any more than that.
    - 3. Programs and Recognition report- Leslie Bixby
      - a. They have many new ideas.
      - b. They thought of ways to get local elementary schools involved in football games.
        - i. Have them come out at halftime instead of just fraternities and sororities.
      - c. Thought of Homecoming themes.
        - i. Possibly “Welcome to the Jungle”
    - 4. Policy and Procedures report- Jeron Moore

- a. They will be updating the by-laws.
    - b. They want to put the by-laws and the Constitution online.
    - c. Their biggest issues will be parking and the alcohol policy.
  - d. Horstein motions to return to the normal order of business.
    - i. Miller seconds.
    - ii. Motion passes.
- C. Internal Committees Assignments for Academic Senate- Kevin Martin
  - a. Everyone has the list of their assignments to Academic Senate.
  - b. Everyone listed Academic Affairs as their first choice except 2 people.
  - c. They tried to make each committee balanced.
  - d. There will, however, not be any committees at next week's Academic Senate meeting.
- D. GSA Ex-Officio Status
  - a. Miller motions to move this into Action Item A.
    - i. Throgesen seconds.
    - ii. Motion passes.
- E. Underrepresented Senator Approval- Leslie Bixby
  - a. She reviewed both people's applications.
  - b. She supports Monica Long as the best person for the job.
  - c. Long is in the School of Music.
  - d. Nippa motions to move this into Action Item B.
    - i. J. Krug seconds.
    - ii. Motion passes.
- F. ASGA National Summit Resolution.
  - a. Horstein explains that he needs the funds approved.
  - b. Miller wants to know if there will be increases in the prices.
    - i. Horstein says that is already factored in for things such as air fare.
    - ii. The extra money will be brought back.
  - c. Martin motions to move this into Action Item C.

## **Action Items**

- A. GSA Ex-Officio Status
  - a. Mason explains that GSA could not send a representative to the meeting.
  - b. Mason reads GSA's written statement to the Assembly.
  - c. Graham motions to revoke GSA's ex-officio status.
    - i. Anders seconds.
    - ii. Motion passes.
- B. Underrepresented Senator Approval



- a. T. Krug motions to approve Monica Long as an Underrepresented Senator.
    - i. Miller seconds.
    - ii. Motion passes.
  - b. Horstein swears Senator Long in.
- C. ASGA National Summit Resolution
- a. Horstein offers an amendment to include “in Washington D.C.” at the end of line 5.
  - b. Martin reads the resolution.
  - c. Miller wants to know how Senators are picked.
    - i. Martin says people filled out applications.
  - d. Anders wants to know if all of the colleges needed to be listed in the resolution.
    - i. Martin says it provides examples of other schools who participate.
  - e. ARH offers a friendly amendment.
    - i. Wants to change “is” to “during” in the 5<sup>th</sup> line.
    - ii. Horstein accepts.
  - f. T. Krug implies that there are only 9 people listed.
    - i. Martin says only 9 people are going.
    - ii. Zompetti says the resolution can be approved, and the funds from the other person will come back into our budget.
  - g. J. Krug motions to approve.
    - i. Graham seconds.
    - ii. Miller abstains.
    - iii. Motion passes.

### **Passing of the Gavel**

- A. Graham reminds everyone to send out their emails by Friday.
- B. Mason reminds everyone to put the new dates in their calendars.
- C. Nippa encourages Senators to go to the area kickouts.
- D. Horstein corrects himself by saying that Cail had initially prepared the Catering Proposal.
- E. McKenna reminds people to email her changes to their bios.

### **Adjournment**

- A. Martin motions to adjourn.
  - a. Ruscitti seconds.
  - b. Motion passes.