“Don't let the fear of striking out keep you from playing the game.” — Babe Ruth

I. CALL TO ORDER
II. ROLL CALL
III. ACCEPTANCE OF MINUTES
IV. ADMINISTRATIVE REPORTS
V. OFFICER REPORTS
VI. CABINET REPORTS
VII. COMMITTEE REPORTS
VIII. PROGRAM
IX. UNFINISHED BUSINESS

BILL #F2018-010: Voices of Unity Promotional Shirts

X. NEW BUSINESS
XI. OPEN FORUM
XII. ADJOURNMENT
BILL #F2018-010

BE IT ENACTED BY THE LEGISLATURE OF THE STUDENT GOVERNMENT ASSOCIATION OF MONTCLAIR STATE UNIVERSITY INC. THAT:

WHEREAS: Voices of Unity would like to purchase t-shirts for their organization and;

WHEREAS: Voices of Unity would like to use these t-shirts to promote their organization and to give uniformity to their members.

BE IT RESOLVED THAT: Voices of Unity receives $575.00 from matching funds. Breakdown is attached.

Submitted By:
Arianna Tringali
SGA Legislator
September 24th, 2018

BREAKDOWN
T-shirts: $1,150.00
Total: $1,150.00

SGA pays: $575.00
Voices of Unity pays: $575.00
I. CALL TO ORDER
Meeting is called to order at 3:04 pm.

II. ROLL CALL
Roll call was done by swipe-in.

III. ACCEPTANCE OF MINUTES
Minutes have been accepted.

IV. ADMINISTRATIVE REPORTS

Marie: First of all I would like to thank you all. So many face of you were familiar to me, it’s because most of you were in the event yesterday which is the National Voters Registration Day, so thank you. We had over a hundred students attended it and we are able to register 57 students over it, it wasn’t exactly our target numbers but we’re grateful with the numbers that we had because yesterday’s number was awful, But we are going to continue our efforts, Emma has invited the office of student voter’s engagement to then perhaps present to the organizations depending on their class meetings. So we are trying to be in front of many people as we can. So if become aware about anybody who has to do something about voter’s registration please let us know. Away from voter’s registration, on October 10 is the HawkTober Student Organization Fair, so it’s a second opportunity for students to get engaged with student organizations, so for those of you who are connected to student groups please remember to sign your groups up for this opportunity. This is a great chance for students who miss the chance for that first student org fair and didn’t know what was going on, by the time they knew it was already too late; for you to promote this. And back to voting, the deadline for voter’s registration is October 16th please register to vote.

V. OFFICER REPORTS

Heather: Hello everyone, This week I will be talking about the said budget which was for the last 3 months, June-July-August. So I will begin with the summary of the budget, So as you know, students pay $48.90 to Student Government Association Incorporated, which means all of you in this room, everyone who is outside, who’s an undergraduate pays the said amount. This total estimate is at $1,734,387.90. So it’s at 1.7M budget but the SGA is overseeing currently, and that is for the 2018-2019 school year. The Student Government Association spent a total of $91,442.77 internally, and a total of $5,072.73 for Class One organizations totaling $96,515.50 during the months of June,
July, and August for the summer. $40,598.30 was spent on wages/payroll/taxes/fees for the office administrator, and bookkeeper $7,325.75 was spent on employee benefits for the office administrator, and bookkeeper $42,223.72 was spent on Student Government internal (food reimbursement, office expense, co-sponsorship, I-LEAD conference, office supplies (desks, chairs, decorations), and promotional items) $1,295.00 was spent on SGA Programming (Fall Frenzy) $5,072 was spent in the Class One line through LASO (La Cena) and HSA (Summer Fling) first events in the summer. For a general overview of Payroll, and Employee benefits Betty Derose and Pamela Mitchell are staffed full-time for the Student Government Association Inc. Each summer, the Student Government Association Inc. uses student fees to pay for food reimbursement for the Executive Officers up to $150.00 per week, and pays a $350.00 stipend per officer per week for at least 25 hours of service.

For an overall understanding of what we bought, attached is a breakdown of everything the Student Government bought along with the budget update for the entire summer to the end of August. Each Class One budget, the SGA budget, the Programming, Budget, Class Two, Class Three, and Class IV budgets are also attached.

The financial clerk is a position within the treasures office are as follows:
Chair of Appropriations Committee

SECTION ELEVEN: SGA FINANCIAL CLERK
1. The SGA Executive Treasurer shall recommend to the SGA President a candidate for the position of SGA Financial Clerk and the nomination will be presented to the Legislature in bill form no later than the third general meeting of the semester.
2. Must follow the same attendance and GPA policy of SGA legislators.
3. Must be an SGA Legislator.
4. The SGA Financial Clerk:
a. Shall utilize their office hour by working with the SGA Executive Treasurer and SGA Bookkeeper.
b. Shall assist the SGA Bookkeeper with filing of paperwork and maintaining paperwork in a timely manner.
c. Shall assist the SGA Bookkeeper with any additional duties assigned by the SGA Bookkeeper.
d. Shall chair the Appropriations Committee.
e. Shall fulfill any other duties as assigned by the SGA Treasurer and SGA Bookkeeper.
f. Shall financially train anyone in the case that the SGA Treasurer is not available.
g. Shall be appointed by the last meeting of the spring semester to go over any financial training by the SGA Treasurer over the summer.

In Addition:
• Go over paperwork from Student Organizations, to act as an assistant to the bookkeeper
and treasurer to make sure organizations are filling out paperwork correctly before submitting to the paperwork by going over paperwork, giving paperwork back to organizations
  - Sending an email to organizations who don’t fill out their paperwork correctly, and sending an email once organizations have a receipt in their mailbox
  - 5 hours minimum office hours
  - Updating personal accounts each week for Student Organizations

If you’re interested in the financial clerk position, please come to me after the meeting about setting up an appointment. It’s a great way to get involved in the appropriations of the Student Government. The first Senior Trip Committee is tomorrow at 9 am in the SGA Conference Room. Let me know if you can go! Any more questions, please let me know!

Emma: Any questions for Heather? That’s a lot of information, just a reminder, she will be sending an email with all that information.
Legislator: The senior trip is only for seniors?
Heather: Yes! For graduating seniors students
Emma: Any other questions?
Legislator: Is it like spread throughout the week? (for the schedule of financial clerk)
Heather: You do get to choose your own hours.
Emma: These are good questions, anyone else got any questions? You could speak to myself or you could speak with heather after this meeting. You need to be a member of the appropriations committee in order to be the financial clerk. You don’t have to be there right now and you can find out like oh it sounds interesting so therefore you can now move in to the committee, However like, you can’t just be like you obviously need to be there every meetings and you’re chairing it.
Fritz: when does appropriations committee meet again?
Emma: Appropriations committee meets every Monday at 5:00pm. Anymore questions? Ah jill.
Jill: On behalf of SLAM, I just want to remind you that Homecoming begins next week…
Emma: Ah Jill, you want to talk about the position of the clerk?
Jill: Ah yes! So we currently have Fritz who graciously serving as our SGA clerk. The SGA clerk serve as the counselor part to myself as the executive secretary of SGA. You see, you stay in front of meetings, we record the meetings and we record what everybody says and that’s how the minutes at the end of the agenda’s you accept each week in the beginning of every meetings and they also have other duties as assigned. I am looking to expand the word because I think aside from taking the minutes, there is so much that a clerk can do to the environment of this organization. So if anybody is interested, I have office hours tomorrow Thursday, Friday I’m free between 11:30-1:00 and also by appointment on Monday and Tuesday before the next meeting.
Emma: Are there any questions for the secretary about the position of the clerk? What it entails it’s really not a difficult job, you will have couple of different recordings and video recording if you are good like reading lips and we’ll also have 2 audio recordings. So, it’s a good position and to anyone who is looking to have another position up in the legislature, this is going to the that position.
Legislator: So you could have more positions in the SGA?
Emma: So in regards to the financial clerk and the clerk and PPT, those are the positions that you can have another position in. So every other legislator can be part of any other committee and be a chair etc. those are like standard positions etc… Any other questions for the secretary? Thank you. So my report, I do a lot of programming because most of my report pertains to you all. So, we had our organizational retreat this past Saturday, we have sent a feedback survey and all of those feedback right now had all been positive, it had some great constructive criticism you know, so we can make improvements for the next semester, However, for most of you who don’t know it was all day full of seminars, we had 8 different types of seminars and all of our executive leadership was either there or they created the seminar where they presented to that. And it was all for our organizations we had to which we had 66 organizations and we had over a hundred and ten people and 58 organizations in attendance, so it was a great turnout. And for those of you who don’t know, a lot of our organizational retreats, most of it all really low and this one had a really great turnout. So moving forward, the directors will talk more about that. Moving on to cabinet reports.

VI. CABINET REPORTS

Rufi: From September 6th to September 15th, I have been able to contact six out of the eight Class IV organizations on campus. They are Rise Up, Love Your Melon, MSU Pre-Dental, Champions Club, Media Arts Mashup, and Multicultural Psychology Scholars. I met with every one of these orgs before finding a common time where they could all meet. During these one on one meetings, I went over how to do paper work, sustainability, and other tips on how run a successful org. These meetings seemed very helpful since half of these orgs have never done paperwork before nor have had an event. After being able to find a common time where all Class IV Orgs can meet. We had a meeting where I went over the Red Hawk Accreditation and sent everyone meeting minutes that contained ways to get points and bonus points. Afterwards I, followed every one of my orgs on Hawksync to help them with upcoming events and to even visit them during these events. So far, several of the Class IV organizations have had events. Love Your Melon had a tabling event on September 20th and Multicultural Scholars will be having their first event “Graduate School Workshop” today.

Emma: Ok, any questions for the class IV Director? The class IV Director serves as the director for our entry-level organizations. So it’s among our newest organizations. Thank you! So we’re going to move back to our officers report.

(New Legislators sworn in)

Emma: So, we’re going to (move back to cabinet report).

Class III Director: Good Afternoon!

- Charter
  - Good Standing - 15
  - Rechartter - 9
- Grace Period - 6
- RHA
- Discussed at meeting Class III Meeting
- Concerns: Food Inclusivity
- Organization Reports
- First report due 9/30 (Sunday)
- Office Hours/Meetings/One-on-One
- Organization Folders
- De-brief of Conference at next meeting
- Meetings
  - 10 Missed Class III Meeting - Notified
  - 11 Missed Conference - Notified

Emma: Does anyone have any questions for the class III Director? Ok wonderful.. Monique..

Class II Director: Good afternoon everyone, So, far everything has been going well. I had my first Class II meeting on Thursday September 20th and it went better than expected. Many organizations had concerns about minute meeting and the different things they had to do to fulfill their requirement as an organization on campus. I was able to give them the information needed to complete those tasks. I only have a few organizations that are to charter this semester, so I am helping them in the best way possible to complete that process. I created a Group Me so that all the class II orgs can stay in tune with each other and possibly support one another at events even when they are not cosponsoring. As for me I have meet with the Vice President for our bi weekly meeting and I contact her with any questions or concerns that I may have. All of the organizations are staying on top of their work now and I am here if things start to fall through the cracks.

Emma: Any questions for the class II Director? Wonderful thank you Monique.

Class I Director: Good Afternoon Everyone, As of so far throughout the semester, all the Class One Organizations are doing really well. We had our first bi-weekly Class One Director meeting on September 18th, 2018 where we had basic introductions, a general overview of the organizations google drive and its contents, any questions regarding paperwork and a rundown of the Red Hawk Accreditation packet. This meeting was a great start to introduce the organizations to each other and to provide them with the material to prepare them for the semester. There were a lot of successful events hosted for the past few weeks on campus such as UAASO’s Welcome Back Bash which took place on September 12th, 2018 where students gathered to have a party to welcome the student body back to campus, Japan Club’s annual Fall Festival which took place on September 20th, 2018 where people engaged in traditional Japanese festivities and to celebrate the upcoming fall season and MSDO’s Benefits of Breakfast which took place this morning where students came to learn why breakfast is the most important meal of the day. There are also a lot of exciting upcoming events coming out in the next few weeks such as LASO’s Going back to the Roots which will take place on September 27th from 6:30PM and 7:30PM in Student Center 417 which educates students about the origination of curly
hair and what it means to have natural hair and how to take care of your hair in a healthy way, MUG’s Indie Game Day on October 3rd from 2:30PM - 5PM in Student Center 180 where students can gather and play a series of Indie Games and SASA’s Beverage Bliss which will take place on October 10th from 3PM - 5PM in Student Center 180 and Patio where students can gather and try out many different south Asian beverages, the event is free of admission however any proceeds raised during the event will go their sponsored charity, CRY America! which is an organization to raise awareness for Children’s Rights in India. Please continue to look at Hawk-Sync for more information regarding these events and many others, thank you and have a great day.

Emma: Ok, anyone have any questions for our class I director? Ok, thank you. Anyone have any reports on the side?

Director for Social Justice and Diversity: Hi Everyone! In the case you don't know me, my name is Sara (aka Meatboy) Gonzalez, my pronouns are they/them/theirs, and I'm your new Director for Social Justice and Diversity! My role here is to be the liaison between the SGA and the Office for Social Justice and Diversity (OSJD), formerly the Office of Equity and Diversity (we love a name change). I also encourage, and hope, that anyone would come to me if there were any types of concerns involving any type of discrimination, objectification, exclusion, etc. against anyone based on any identities they may hold, as I'm here to also be a resource and resolve situations of that nature.

As the liaison between the OSJD and the SGA, I'd love for y'all to be in the know about our events we have coming up within the next couple of weeks:

- **Firstly**, DROP IN CLUBS AND GROUPS! We have them going on every single day. Please check out the OSJD, LGBTQ Center, Multicultural Center, and Women's Center's HawkSyncs for more details, times, days, and locations. Highly recommend 10/10.

- **Secondly**, some upcoming events:

  Sept 25-28: Ally Week
  Tabling Tues-Fri from 10AM-3PM in SC Lobby
  Tell us why you're an ally to the LGBTQ Community by taking a picture and filling in the blank "I'm an ally because...". Fun goodies like buttons, pens, etc. are available!

  **Allyship 101 Workshop:** Wed Sept 26th at 5-6:30PM in SC 419

  Oct 8-12: Coming Out Week
  Monday Oct 8:
  **Flag Raising:** SC Flagpole 12-1PM
  **Coming Out Panel:** SC 419 4:30-6PM
  Tuesday Oct 9:
  **Drag Extravaganza:** Red Hawk Nest 6-8PM
  Perform to be MSU's Next Drag Superstar
  Wednesday Oct 10:
  **QTPOC Open-Mic Night:** SC Rathskeller 7-9PM
  Thursday Oct 11:
  **National Coming Out Day Celebration:** SC Quad 12-5PM
Celebrate National Coming Out Day by contributing to a collective art piece, grabbing some buttons, and taking a picture with our "coming out" door!

**Coming Out Monologues:** Red Hawk Next 6-8PM
Monologues about people's coming out stories.
Still taking applications until the end of the week!

**Friday Oct 12:**

**Gayme Night:** SC 113 OSJD 5-7PM
Join us for some snacks and fun board games!

**Diversity Week:** Oct 22-26:
Monday-Friday: Say Her Name Window Display
Monday Oct 22:

**Connecting the Dots:** Diversity and Inclusion Training 3-6PM SC 419
Debut training session!

**Tuesday Oct 23:**

**Culture Blast:** 3:30-5PM SC Ballrooms
Cultural and multicultural orgs will display their pride and show you why they promote diversity and inclusion.

**Wednesday Oct 24:**

**Coffee and Culture:** 3:30-5PM SC 417
Grab some coffee and talk about cultural topics!

**Thursday Oct 25:**

**Say Her Name Event:** 5-6:30PM SC 411-414
We will be discussing the hashtag and movement called #SayHerName and why it's important.
We have so many trainings, workshops, etc. going on in between all of these events. Please check our HawkSync pages for anything I haven't included here. If you have any questions let me know!

Here are my email addresses in the case you need to contact me for any other reason. I have not set up my office hours yet, so as soon as I confirm those I'll let y'all know!

**SGA:** equityanddiversity.sgamsu@gmail.com
**MSU:** gonzalezs28@montclair.edu

Have a great rest of the week y'all :)

**VII. COMMITTEE REPORTS**

**Emma:** Moving on, we are going to do committee reports. So I’ll just name out the committees the just recently happened. That is Monday & Tuesday, we has Appropriations committee, G&A student affairs and residence life. basically for these reports, the chair of the committee gives the formal report to what just recently happened to the meeting. To let us know what happened, it should be pretty specific because you’ve probably been there for an hour and there’s a lot of people talking. So a general report of what happened and if the chair is not here the secretary will take over. And if neither are here, they need to send the report to me before the meeting and I will read it in front of everyone. Ok, let’s do the appropriations committee.
Andrew: We did elect a temporary secretary, primo Davis and a temporary chair which is me.
Emma: Any questions? Ok, student affairs committee
Primo: Primo, chair, wisdom, secretary.
Emma: Residence Life
Angela: Secretary: wisdom, chair is me. … everyone is more than welcome to join.
Emma: Any questions for residence life committee?
Chair for Marketing: John as secretary. So we evaluated where we are, what to do and we came out with objectives about what we would like to accomplish for this semester etc… So, one of our objectives was to help promote SGA involvement…
Emma: Any other questions?
Jack: Government Associations committee is fully operational. We’ve selected our chair and secretary. So, if you have nothing to do we encourage you to join.
Emma: Any questions? Ok so we are going to skip programming and proceed to our unfinished business, since we do have one.

VIII. PROGRAM
- *Skipped programming and proceeded to unfinished business.*

Emma: I’m now going to read the people under each committee.
- Appropriations Committee:
- Residence Life Committee:
- G&A Committee:
- Student Affairs Committee:
- Marketing Committee:

Organizational Review: Official Schedule is 5:00pm – 6:00pm.
Marketing Committee: Official Schedule is Tuesday 4:00pm – 5:00pm

(Fritz was appointed as Temporary Secretary)
(Gerard was appointed as the temporary temporary clerk)

Emma: (PPT Nomination Proper)
Arianna: I motion to nominate primo
Primo: Motion to nominate Arianna.
Emma: anyone else? Is there any other nomination? None, wonderful we are closing that off. They will be giving speech next week etc. and we’ll have a nomination regarding that next week. Any other questions?

So the SGA executive board has received an inquiry from another non-profit agency which is Project Innovating Newark. If you’re looking for internship then this will be a great opportunity for you so please speak with me regarding this after the meeting briefly.

IX. UNFINISHED BUSINESS

BILL#F2018-008
Committee Report: No committee formed yet
  - Appropriations: (Positive Recommendation)

Author’s Report:

Questions for the Author: No questions
Questions for the Candidate: No questions.

Debate and Discussion:
BILL PASSES WITH A 2/3 MAJORITY VOTE.

X. NEW BUSINESS

XI. OPEN FORUM

Emma: First, SGA Leadership Conference.
Fritz: (POI) So, with this leader conference meeting, are we going to receive a form or a letter that we can show our professors just in case.
Emma: That’s a great question, I would might have to refer to heather.
Heather: Hi! So we could send a letter excusing you in class wherein the letter states that you will be attending the conference. So it’s like saying this person is excused but hey this person is in this location at this time.
Emma: Any other questions?
X: is this mandatory to go?
Emma: Good question, this is not mandatory. It is mandatory for you to go to a conference but this is not mandatory for this one because we can’t mandate you to leave class if you need to attend one. But we do highly recommend to attend this one etc…Everything is inclusive and this is an amazing opportunity that was not offered before.
Sarah: Have you got a number of participants already?
Emma: Yes! We do got some information but it’s really low right now.

Heather: Second, SGA scholarships are now accessible online via Hawk-Sync and we do encourage everyone to apply. We do have 7 different scholarship and 12 in total…
Emma: All requirements for the scholarships are posted online via HawkSync so please apply for it since you are all eligible to do so.
Emma: And Lastly, please send your official schedules to our SGA Secretary. If you cannot send your schedules you can’t leave the meetings. If you do so that would be considered as an unexcused absence. Sending your schedule is definitely mandatory.

XII. ADJOURNMENT
Meeting is adjourned at 4:57 PM

Respectfully Submitted By,
Jillian D. Royal
SGA Executive Secretary
Fritz V. Bautista
Legislator
October 1st 2018