

7-11-1997

Meeting Minutes 07.11.97

Student Government Association BBC, Florida International University

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Florida International University

Student Government Council

BI-MONTHLY MEETING

**FRIDAY, JULY 11, 1997
MINUTES**

IN ATTENDANCE

Ms. Camille Aub, Student Services Chair
Ms. Safiya Burton, Vice President
Ms. Tanisha Drummond, Executive Assistant/Clerk of Council
Ms. Mireidy Fernandez, Academic Affairs Chair
Ms. Debra Goldman, Broward Awareness Representative
Ms. Lakisha Holmes, College of Urban & Public Affairs Representative
Ms. Nia Johnson, Lower Division Representative
Mr. Daniel Kerness, Representative-At-Large
Ms. Ellen Plissner, Advisor
Ms. Avia Rice, Lower Division Representative
Ms. Donna-Ann Russell, School of Journalism & Mass Communication Representative
Mr. Ian Richards, Representative-At-Large
Mr. Plinio Sanchez, Student Advocate
Ms. Anette Sandoval, School of Nursing Representative

ABSENT

Ms. Melanie Bent, Director of Student Lobbying
Mr. Gakunga Kihohia, Finance Chair
Ms. Giralda Merkman, Representative-At-Large
Mr. Arthur Papillon, Jr., President
Mr. Craig Rapp, School of Hospitality Management Representative (EXCUSED)

GUESTS

Mr. Plinio Sanchez

CALL TO ORDER

The meeting was called to order at 5:20 PM, by Ms. Safiya Burton, Student Government Council Vice President.

Ms. Burton reminded all Council members to sign in. She then asked the Council to review the minutes from the previous meeting. Ms. Lakisha Holmes made a move to accept the minutes from the previous meeting, as submitted. Ms. Debra Goldman seconded the move. The motion passed unanimously.

VICE-PRESIDENT'S REPORT

FRESHMAN INTERNSHIP PROGRAM COMMITTEE

Ms. Burton reported that the Freshman Internship Program was experiencing tremendous success at this time. She had received several resumes from prospective candidates. Ms. Avia Rice added that the committee expected to have all loose ends wrapped up by the close of the week.

COMMUNICATIONS COMMITTEE

Mr. Daniel Kerness and Ms. Donna Ann Russell discussed progress being made within the Communications Committee. In addition to the recent submission of their budget, this committee planned to have bulletins placed around the University, as a means of familiarizing students with

the Council members thus, increasing communication (see attached).

COMPUTER COMMITTEE

Ms. Burton reported that Dr. Paul Gallagher had made a commitment to opening a new computer lab by Fall 1997.

MEETINGS

Ms. Burton stated that she would be meeting individually with Council members each week until the beginning of the Fall semester. These meetings would serve as an opportunity for Council members to express their goals for the upcoming academic year, as well as the preparations being made for events/programs.

She also requested that all Council members submit a copy of their Fall schedules by the end of this week. This would help in trying to establish a meeting time that was convenient for all Council members. Ms. Rice commented that she had not yet been able to register for her classes; was it possible to postpone the deadline (for submission of the schedules). Ms. Burton replied that the Council had previously discussed having their schedules submitted by a specific time. At this point, she needed something in writing, even if it was tentative.

LIBRARY CAFE PROPOSAL

At this time, Ms. Burton was also working with Dr. Richard Correnti and Dr. Paul Gallagher to see if it was feasible to develop a Cafe within the FIU Library. The idea would be modeled after that of Barnes and Nobles or Borders. She felt that this would bring an added interest and vitality to the library (see attached).

NEW APPOINTMENTS

SPECIAL EVENTS CHAIR

NADIA McLEAN

Ms. Burton discussed the qualification of Ms. Nadia McLean, current candidate for the Special Events Chair. Ms. Burton also reminded the Council that Ms. McLean's application had been copied and placed in their boxes; she gave everyone a few minutes to review. As she was unable to attend this meeting, several Council members spoke on her behalf. In particular, Ms. Rice mentioned that she had attended high school with the applicant, and spoke briefly on her involvement with school activities and events during that time. Mr. Ian Richards made a move to appoint Ms. Nadia McLean to the position of Special Events Chair. Ms. Debra Goldman seconded the move. Vote: 6 in favor; 3 Abstentions (Holmes, Johnson and Sanchez). Ms. McLean was appointed to the position.

CHIEF OF STAFF

MARVINE LAURENT

Ms. Burton quickly reviewed the qualifications of the applicant, Ms. Marvine Laurent. She reminded the Council that Ms. Laurent had attended the Student Government Council Retreat and spoke of her current involvement with this year's Council. Ms. Goldman made a move to appoint Ms. Laurent to the position of Chief of Staff. Mr. Richards seconded the move. Vote: 7 in favor; 2 abstentions (Sandoval and Russell).

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ASSISTANT TO THE VICE PRESIDENT

COMFORT USURU

Ms. Burton explained to the Council her need for an assistant, similar to what the President had, due to her enormous workload. An assistant would allow her to dedicate her time to more pressing issues. Ms. Usuru had expressed a genuine interest in the position, and was currently involved with Student Government Council as the Vice Finance Chair. Ms. Ellen Plissner discussed the fact that there was a limit on how many paid positions the Council could appoint. The Council could only appoint five members to the Council; Ms. Usuru would make the sixth. Following a brief discussion, Ms. Burton made a motion to table this appointment, until she could speak with Ms. Usuru; Ms. Goldman seconded the motion.

ADVISOR'S REPORT

Ms. Plissner spoke of the progress being made, as far as priority registration for the Council members was concerned. She mentioned that in the past, Council members had been given priority registration, but the privilege was abused. However, she would have an answer either way within the coming weeks.

Ms. Plissner reported that the audit had gone relatively smoothly; however, there were several changes that had to be implemented as soon as possible. She stressed the importance of the policies concerning the Travel Authorization Request (TAR) Forms. These rules, in particular were an area of concern for the auditor. If you are traveling on behalf of FIU, you must fill out a TAR at least four weeks in advance. This was necessary in order to ensure that all paperwork went through the proper channels, and obtained the required signatures.

STANDING COMMITTEE REPORTS

FINANCE

In Mr. Gakunga Kihohia's absence, Ms. Holmes delivered the report. Ms. Holmes informed the Council that the fiscal year began July 1, 1997. Mr. Kihohia met with the auditors and had been informed that there was a problem with non-compliance of certain policies (previously mentioned by Ms. Plissner). He also stressed that any clubs/organizations falling under the Tri-Council must submit a budget and monthly finance reports. Lastly, he urged Council members to adhere to their office hours. If Council members were fulfilling a portion of their hours outside of the office (i.e., attending meetings, events), a memo must be issued to Mr. Kihohia, stating the nature of the outside activity as well as the date, time, et cetera (see attached).

ACADEMIC AFFAIRS

Ms. Mireidy Fernandez discussed the current projects she was working on at this time. This included a meeting with Ms. Lashanda West, Academic Affairs Chair (University Park), an upcoming grievance committee meeting (July 22, 1997) and a proposal for funding from outside organizations/companies (see attached).

STUDENT SERVICES

Ms. Camille Aub spoke of the developments being made within her committees, specifically the current cafeteria situation. Mr. Kerness stated that he had spoken with other schools within the state and was able to compare FIU prices with that of other local colleges/universities (see

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attached). Ms. Burton stated that this was another "burning issue" on the North Campus. She also commented that the Food Services Committee was being endorsed by Dr. Correnti.

STUDENT ADVOCATE

Mr. Plinio Sanchez thanked the Council for all the help and assistance he received over the past few weeks. This was truly appreciated, as he was a newcomer to Student Government Council. He informed the Council of his goals/objectives for the upcoming school year, as well as the current projects he is participating in. Ms. Burton took this opportunity to commend Mr. Sanchez on the job he was doing thus far and encouraged the Council to utilize his talents (see attached).

OLD BUSINESS

CONSTITUTION AND BY-LAWS COMMITTEE

Ms. Burton stated that the President and herself had met to decide which Council members would serve on this committee. This committee would be responsible for making recommendations and suggestions (in the form of a report) as to how the Student Government Council Constitution and By-Laws could be improved. This report was due no later than August 18, 1997. The members selected for this committee were: Debra Goldman, Marvine Laurent, Comfort Usuru and Ian Richards.

OFFICE SPACE

Ms. Burton announced that the Council was able to obtain more space for within the Student Activities Office. She would be moving into Ms. Arminda Pravia's office; Ms. Pravia would move into Student Programming Council's office; Student Programming Council would split the back office with Student Organization Council; Student Government would keep its current space and gain the Conference Room. The former storage space (located between the Beacon's office and the Wolfe University Center Director's office) would also be utilized.

OPEN POSITIONS

The Vice President reminded the Council that there were two positions available on the Council; Graduate Representatives. She urged Council members to "spread the word".

HANDBOOKS

Ms. Holmes spoke of the deal she was able to make with a local printing company, for student handbooks. These handbooks would give a brief description and photograph of the Council members and their positions, as well as the goals and objectives of the Council. The Council had a brief discussion in which the price (offered by Ms. Holmes) was compared to that of what the University Park Campus had spent for last year's handbooks.

Ms. Goldman made a move to allocate \$3,795.00 out of the General Account for the purchase student handbooks (color). Ms. Donna-Ann Russell seconded the move. The vote passed unanimously.

NEW BUSINESS

HONORS COUNCIL

Ms. Lucrecia Peralta of the Honors Council introduced herself to the Council as the new Vice President of the North Campus. She spoke of her intent to increase participation on this campus, as well as the number of Honor Societies; perhaps expand their base to the North Campus. She also expressed a desire to become more active within Student Government Council; Ms. Peralta had even spoken with the Student Government Council President about obtaining office space/hours. Ms. Goldman urged her to remember to include the Broward campuses in this expansion. Mr. Kerness asked if the Honors Council contacted those students who had demonstrated academic excellence. Ms. Peralta stated that the Honors Council did obtain a list of those who satisfied the requirements from the Registration Office. If the Council required any further information, Ms. Peralta could be reached through Ms. Barbara Levy, Senior Secretary for the Student Activities Office.

LEADERSHAPE CONFERENCE

Ms. Burton told the Council of the wonderful opportunity she had to attend a Leadershape Conference in Champagne, IL a few weeks ago. Mr. Kihohia had expressed a desire to attend an upcoming Leadershape Conference (July 22, 1997 - July 27, 1997), which would cost a total of \$825.00. Mr. Kerness made a move to allocate \$825.00 out of the Travel Account for Mr. Kihohia to attend the Leadershape Conference. Ms. Anette Sandoval seconded the move. The vote passed unanimously.

SOCIETY OF PROFESSIONAL JOURNALISTS (SPJ) CONVENTION

Ms. Fernandez spoke to the Council of the SPJ Convention being held in Denver, CO (October 3, 1997 - October 10, 1997). She stated that it would be an excellent opportunity for both her and Ms. Russell. Ms. Russell was investigating the possibility of a partial scholarship from the Society of Professional Journalists, as the total cost was \$1,676.00. Ms. Plissner stated, as a point of order, that anyone requesting funds must go through the Finance Committee.

ROPES COURSE

Ms. Burton told the Council that August 22, 1997 had been designated as the day for Student Government Council to participate in the ropes course. The total cost for this event was \$700.00. Ms. Russell made a move to allocate \$700.00 from the General Account for Student Government Council to participate in the ropes course. Mr. Richards seconded the move. The vote passed unanimously.

ATHLETIC COUNCIL

Mr. Kerness stated that he had attended the last Athletic Council meeting in which they had discussed a candidate for Dr. Mary Pankowski's position and the implementation of a football team. Mr. Kerness stated that he agreed that a football team would catapult FIU into the public eye. The council was in the process of developing a football feasibility survey; Mr. Kerness would keep the Council posted.

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COMMUNITY COMMENTS

Ms. Rice stated that she felt all Council members should know about conferences/forums before the meetings; this would give everyone an opportunity to apply. Ms. Burton responded that this would be the last meeting at which members were handing out reports. She reiterated Mr. Papillon, Jr.'s desire to have all reports/proposals in mailboxes by Thursdays at 5:00 PM, prior to the meetings. Ms. Burton reminded the Council to establish three goals/objectives for the upcoming year (this would be discussed in the individualized meetings). She announced that Dr. Correnti had asked her to sit on a Student Data Committee; she would update the Council in the coming weeks. Lastly, she commended the Council on the wonderful job they were doing, working together as a team.

Ms. Rice made a motion to adjourn. Ms. Holmes seconded the motion. The meeting adjourned at 7:12 PM.

Respectfully submitted,

Tanisha N. Drummond, Clerk of Council
Student Government Council, North Campus

Attachments (6)
071197.MIN

WEEKLY REPORT TO STUDENT INTERNSHIP COMMITTEE

Over the past 4 weeks, the Internship Committee has met on four occasions to discuss committee as well as individual progress. We were able to clearly establish and set personal and team goals for the 1997-1998 school year. Included with our report is a schedule of events that the committee has planned for the interns. We have firmly set our foundation and are looking to finalize budget and our schedule of events. We will be creating an application for this internship that will be made available as early as Monday, July 14, 1997. We intend on interviewing applicants as a committee and completing the process by selecting 20 qualified individuals. Also included is a copy of our weekly report for the week of June 26th, July 1st and July 7th. Other announcements include that we have lost one of our committee members and we wish him the best of luck as he focuses on other responsibilities. We also welcome any input that other council members are willing to give. Thank you and that includes our report.

WEEKLY INTERNSHIP COMMITTEE MEETING AND NOTES

The committee has agreed to limit this internship program to 20 students. These students will be recruited and then selected by an application process. These delegations were decided upon by all group members present at this week's meeting. The following is what the committee has agreed upon:

- Certificates – Avia
- Program ^{EVALUATIONS} Solutions – Camille
- Application form draft – Dan
- Design Brochure – Nia
- Orientation – Avia
- Silver Anniversary – Nia
- Speaker for September 19th – Camille
- Halloween party – Committee participation
- Themes for each meeting - Camille and Nia

All committee members were reminded to be aware of a budget proposal (including food and publicity if applicable), booking rooms for sessions with Jennifer, a separate agenda for each session, be certain that all “file for funds” requests are completed well in advance, and finally, a solid publicity strategy.

WEEKLY INTERNSHIP COMMITTEE MEETING AGENDA

- I. Advisor's (Safiya) and Chairperson's (Avia) Report
- II. Old Business
 - Committee Delegations
 - Progress With Individual Assignments
 - A tentative plan of action handed in
- III. New Business
 - Brainstorming for additional ideas
 - Implementing Ideas
 - Committee Plan of Action
- IV. Conclusion of Meeting
 - Questions and Concerns
- V. Adjournment

FINANCE COMMITTEE REPORT
BI-MONTHLY S.G.A. COUNCIL MEETING
7/11/97

I. BEGINNING OF NEW FISCAL YEAR

As we all should be aware of, the run of the Student Gov't budgeted fiscal year runs from July 1st through June 30th. As of July 1st, 1997, our budget is now in effect. However we currently cannot realistically spend all or even a large sum of our budgeted funds yet. The process in which money becomes available is lengthy, and here is a short summary of the process. The money is deposited into our SGC accounts at different intervals during the run of the year, and at the end of the year the total number of interval deposits will have accumulated the total amount budgeted.

II. MEETING WITH AUDITOR

As I had mentioned at our last Council meeting, the State Auditor visited our Student Activities office. The auditor conducted an audit of the Student Government Association operations at the North Campus and Broward. The audit went pretty well and we complied with most of the procedures except for some minor recommendations that need to be look over and implemented. I will fill everyone in on the recommendations as soon as possible.

III. BUDGETS

Of the three Councils who we currently fund, and who are required to present to SGC an approved budget, Student Programming Council is the only Council to have submitted one. The Finance Committee is currently waiting to receive an approved budget from Student Organizational Council, and Bay Vista Hall Council. I will keep the SGC council informed as to the progress of these budgets as soon as they become available.

IV. OFFICE HOURS

I would like to commend each and every council member that have been coming into the office and completing their required office hours. For those who haven't you will not be receiving a paycheck until you complete your requirements. So we can now all see how serious it is to complete office hours and PUNCH IN when you come in, it's how you will get paid. Not to mention doing your working. A list with everyone's total number of office hours for the past 4 weeks will be distributed. Please everyone remember to Punch in and out, I know it tedious cause I do forget at times myself, but lets try to remember. For those who complete hours outside of the office, please submit a memo into me with a description of the activity and total number of hours. Also make sure Arthur approves any outside office hours beforehand.

V. LEADERSHAPE CONFERENCE

The Finance Committee approved the travel expense for the Finance Chair to attend an upcoming leadership conference. The leadership conference which is named Leadershape will be conducted from July 22nd through July 27th. It is a week long conference with the schedule similar to the one we had on the retreat with workshops from sun up to sun down. The workshops are geared towards building leadership skills and how to effectively carry out tasks. I believe the students at FIU will benefit from leaders who can effectively lead, this will be a good tool for achieving that. With the approval of the Finance Committee, it is now to be voted on by the SGC council members by a simple majority vote. Unfortunately I am unable to personally present a description of the conference and it's benefits, but someone will on my behalf.

Memorandum Figure 1

To: ALL SGC MEMBERS

CC: ARTHUR PAPILLON JR., SGC PRESIDENT

From: MIREIDY FERNANDEZ, ACADEMIC AFFAIRS CHAIR

Date: July 11, 1997

Re: ACADEMIC AFFAIRS/PUBLIC RELATIONS

GRIEVANCE COMMITTEE

The student grievance committee is scheduled for July 22, 1997 from 1 to 3 PM. Gene Disney from Office of the Provost supplied me with the details of the 2 cases coming before the committee. An additional council member is required to attend along with me to the meeting. I will supply a copy of each case to the designated member or the council who offers to volunteer. The grievance committee is extremely important to Academic Affairs as well as to the council members at large. This is a chance to represent the student body by touching many issues which students are concerned with.

ACADEMIC AFFAIRS

In addition, last Thursday I had a meeting with Lashanda West, the new Academic Affairs Chair for UP. We are planning to work very closely with some issues that are still pending. These include: 1) a change in the GPA standard and forgiveness policy to benefit FIU students, 2) get a simplified version of the teacher evaluation forms for the Summer term (which is taking too long to obtain), and 3) focus on student concerns and/or complaints with the help of our Student Advocate Chair Plinio "Kevin" Sanchez. With the student comment/complaint form, we will be able to track down the problems that affect FIU students face.

CONFIDENTIAL

July 11, 1997

PUBLIC RELATIONS

I have been diligently working on different proposals for companies who will sponsor many of the activities we are planning to do. Some of these sponsors are Publix (for the communications committee), Planet Hollywood, Gus Machado Ford, and Burger King among the many. I have sent out 5 proposals so far and will stay on top of the matter as Fall approaches.

THANK YOU

I would like to thank Tanishá Drummond for her help in proofreading the documents I mailed out to the different organizations.

CAFETERIA COMMITTEE

Finally, I hope the legal advice we received from the attorney regarding the cafeteria contract helped those who are in the committee.

Cafeteria Price Comparisons

Our Prices

Water:

- Zephyr Hills (2 liter).....\$2.25
- (16.9 oz).....1.09
- Aquafina (1 liter).....1.89
- Perrier.....1.49

Juice:

- Veryfine.....1.19
- Crystal Ice.....1.39
- Nantucket Nectar.....1.50
- Arizona.....1.85

Canned Soda..... .80

Cereal (lowfat granola)..... .95
 (all others)..... .75

Other Schools

FAU:

I spoke with Frank Kora from Daka Restaurants at FAU's dining facility. He had a couple of good ideas related to bringing down costs, while maintaining profit margins.

- Instead of selling the small boxes of cereal currently available, we should by cereal in bulk, and dispense it in a plastic container. This would decrease the cost of cereal to both the cafeteria and the students, while increasing the profit margin.
- Frank currently sells all bottled juices for \$.99. He used to sell them for \$1.25, but found that students would go to the vending machines outside the cafeteria for their drinks, and bring them in to dine. He told me his cost is \$.48 for each type of bottled drink.

FAMU:

Mrs. Nelson at FAMU told me she sells Frutopia juices for \$.95. Most of the other items available there do not compare to ours.

I also contacted FSU, U of F, and USF, and found that those schools offer meal plans, which only include fountain sodas. However, they do have on campus convenient stores and coffee shops that sell bottled juices and water, but were unable to quote me their prices. I am expecting some faxes that have not yet arrived, concerning some of those prices.

Plinio Sanchez

Student Advocate Report (7/11/97)

Goals: To aid student in academic grievances and other concerns.
To inform students of current S.G.C. issues and resolutions.
To promote and motivate into involvement by showing S.G.C. effectiveness.

Plans: I will be setting up a table three times a week to familiarize the students to me.

At the tables I will provide questionnaires, suggestion sheets and information on current actions of the S.G.C. along with updates on accomplishments and any other applicable information such dates of future meetings and even students rights.

I plan to make visits to various student organization meetings and provide the same service as described above.

I will be conversing with The Beacon about disseminating bulk responses periodically.

I plan on expanding and revising my scope of vision and activity to fit the needs of the students and council members. please; don't hesitate to advise me on anything you may feel I'm overlooking. Thank you for providing for my participation!

Thus Far:

I've joined the communication committee where I'm preparing questionnaires and a flyer on student rights.

I'm working with the south campus Student Advocate to take names for possible public safety assistants for next semester.

I'm working on an indefinite sign to be posted at the dorms announcing visitor passes.

I've been and will be manning the S.G.A. tables at possibly all orientations.

I've been attending all interviews for Career Advising Director