Senate Minutes: **9/15/2015**

Attendance

Also present: SGA president Tralen Neal, Marie Cruz (Treasurer of Latinas Unidas)

Brief Overview of Senate

* Falls under the Executive Committee
* We are the voice for the student body -- concerns come through us.
* We want to increase communication between faculty, staff, and student
* Definition of goals read out from constitution. Roles of the various members of senate board clarified using the senate constitution.
* Senators are the voting members of Senate
* Make sure that the ideas that you bring to the floor have been discussed via email before

Expectations:

* Business professional attire
* Have to present for every senate session -- have to notify president and secretary at least 24 hours before and have to send a proxy (a student leader from within your class is preferred). Understand that your proxy cannot vote for you;
* Communication has to be done in a timely and respectful manner -- if there is a request/obligation that you cannot fulfil, please email the president and let her know.
* Act in the best interest of the students who elected you
* Concerns should be campus wide - they have to come from suggestion boxes, have to
* Senator at large (Shari Moody): head of the Suggestions Committee

Suggestions Committee:

* Head - Shari Moody
* Class of 2019 - Juanaysa Singletary
* Class of 2018 - Charlemagne
* Class of 2017 - Khabirah matthews
* Class of 2016 - Aji Gaye
* Responsible for breaking down the categories of the concerns being brought in through the boxes and giving them in to Senate president

Publicity Team:

* Head - Sharanya Rao
* Tevanah Charlemagne, Zorina Morton, Madeleine Stout
* Suggestions:
	+ QR codes on posters
	+ Reminders on the suggestions

New Business:

Vote on changes to Senate Constitution

* Change to the composition of senate - used to have all closed senates and one open senate. Want to make all senate meetings open unless stated otherwise, members of the gallery can speak at open senate as well as open forums
* Secretary duties - minutes have to be distributed within 48 hours of the senate session
* Gallery - Including open forums
* Senate session - definitions of open senate, closed senate, and open forum read out.
	+ Open Senate - all voting will take place in open senate
	+ Closed Senate - will be held as needed, only open to senate board, senators, and invited guests
	+ Open Forum - held on the 4th Tuesday of every month. Will be held in the nuthouse. Is a chance for all students to bring concerns to a larger platform
* Club Constitutions - ICC Chair and Allocations Chair will come to open senate to help with revising existing club constitutions and new club constitutions
* Voting - have paper ballot votes
* Dress code - business professional

Voting on the changes to the constitutions:

In favour: 12

In Opposition: 0

**Changes approved to the constitution.**

Open Forum ground rules for faculty, staff, and students?

* No offensive/defensive language - be respectful
* Faculty and staff are allowed to ask questions during open forums
* A senator will be designated as a liaison between a campus service and senate, the rest of the student body
* Time limits - 2 minutes per person (Layla Williams)
* Incentives (Madison Miller)
	+ Publicity Team will look into that
* Have email sent before open senate and open forums to address the time that it takes to implement changes (Aaleyah Joe)
* Publicity team will draft an email before every open forum about the topics, concerns to be raised to be sent to the entire school
* Open forum will be in the Nuthouse
* Will Club officers be sent the email? (Mari-Cruz)
	+ No, only formal members of senate will be sent the email. But emails will also be sent to ICC and RCW
* Are Open Forums only for new concerns? (Tevanah Charlemagne)
	+ No, new concerns can be brought in as well
* How are we going to address follow up? (Deandra Wells)
	+ Certain committees will follow through, and we will also let the students know that the topics will be discussed in senate

Concerns about racial tensions, inclusivity, etc were brought up to the Executive Committee. Does Senate have any ideas about something that they would like to do to address about this?

* What do we know about this issue? (Theresa Jones)
	+ Clarify how it was brought to you (Amber Keen)
	+ Brought in to EC (Jazmine Brooks)
	+ This concern was specifically brought in to Tralen Neal; but you can have student come in to you with specific concerns, which you then bring in to senate (Tralen Neal, Amber Keen)
* What do you do about this? (Madison Miller)
	+ We already have an inclusivity statement - we would like
	+ Have bigger visibility of Inclusivity Statement in dorms? (Layla Williams)
	+ Have programming of some sort? Creative but morally sound because diversity is a sensitive subject (Brittany Small)
* Choose a committee to be a liaison for Office of Inclusive Excellence and Office of Diversity
	+ Layla Williams, Aji Gaye, Madeleine Stout, Madison Miller
	+ Aji will get in touch with Rev. Andrea Cornett-Scott
	+ Bring back concerns to senate
* To speak at Hall Meetings, who do we have to talk to? (Theresa Jones)
	+ You have to notify the RA and the HP
* How frequently do questions have to go in to Shari? (Khabirah)
	+ Before every session of open senate
* How many boxes are we having? (Aji Gaye)
	+ One in every dorm
	+ Please bring a box to next meeting
* How will you make sure every building is accounted for? (Tralen Neal)
	+ There are enough senators to make sure boxes go to every dorm
* Will the houses have a box? (Marie-Cruz)
	+ No, there can be an email set up for that.
* What boxes would commuter students use? (Madeleine Stout)
	+ Box will be put in Alumni House

Announcements:

Lilly (BPB Chair) - Open position for Special Events Coordinator (application deadline is 9/16/15). If you are interested/know anyone who is interested, send in the application to Erin Paschal.

Marie-Cruz (LU Treasurer) - Hispanic Heritage Month is going on; please look at the poster and make sure you go to those events.