

## Meeting Minutes

Subject	Sitka Student Government	Date	February 28, 2011
Facilitator	Marilyn Durocher	Time	10:15 AM
Location	RM 110; Eluminate Webmeet	Scribe	Jessica Johnson Submitted 03/01/2011
Attendees	Marilyn Durocher (Advisor), Jessica Johnson (Secretary), Ed Sugai (Student Observer) Eric Elsensohn (Co-Advisor)		
Absent	Tardy, not absent; Sonia Lodhi (President) arrived at 10:54		

Key Points Discussed		
No.	Topic	Highlights
1	SGA website update	Eric let the group know that Joy has been out of the office for the week. Action items involving Joy's assistance will continue to be approached. Actions involving Joy were revisited later in the meeting. We moved to continue discussion of these actions to the next meeting.  <b>No motion passed; discussion only</b>
2	Meeting with Debby Sonnenberg	Marilyn joined the meeting at 10:10; during the discussion surrounding this topic. It was discovered that prizes would need to be obtained for the Facebook contest on a concurrent basis. In the interest of focusing efforts towards more pressing current topics, it was agreed that the contest should be presented to the next SGA.  <b>No motion passed; discussion only</b>
3	Agenda	SGA email, Bus pass marketing, proposal policy, Jessica's proposed tentative calendar addressing constitution and revision, Eric's forum proposal, Marilyn suggested review of action items.  <b>Motion to approve agenda passed</b>
4	SGA email	Jessica still does not have access. A work order was completed, and all members with the exception of Jessica have access. Discussion and testing ensued with all members with the exception of Sonia who joined later in the meeting.  It was suggested that Ed should have oversight of the SGA email due to conflicting participation and technical difficulty.

### Approved Motions and Amendments

Motion to approve agenda; SGA email, Bus pass marketing, proposal policy, Jessica's proposed tentative calendar addressing constitution and revision, Eric's forum proposal

Motion was made and passed to support Eric's forum proposal

Motion to adjourn passed at 11:59am

Respectfully submitted by Jessica Johnson, Secretary

## SGA Meeting Minutes

Key Points Discussed		
No.	Topic	Highlights
		Discussion revolved around who should answer, including how to respond, and the topic of forwarding to other members was highlighted. Ed agreed to oversee email response and forward correspondence to members.  No motion passed; discussion only

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5	Bus Passes	<p>Procedure was revisited. Ed stated that there is an interested student that would like to utilize this program. He stated that Sonia was in receipt of this request. His request was dated on 02/14.</p> <p>Discussion addressed the need for the bus passes to be accessible and need to be either in a lockable box, or in Marilyn's possession. Word of mouth to market the program was encouraged.</p> <p>Sonia agreed to contact the interested individual at the end of the meeting, and was made aware of the fact that she needed to forfeit the passes in the manner stated above to facilitate distribution.</p> <p>No motion passed; discussion only</p>
6	Forum Proposal	<p>Details of Eric's written proposal were examined. Concerns regarding the involvement of the Juneau campus may need to be addressed to facilitate Eric's oversight. A correspondence will need to be produced to acknowledge that the SGA is in support of this action. Secondly, Eric's proposal will need \$532 of financial support.</p> <p>Sonia joined the meeting at 10:53 during discussion of the topic. Ed agreed to update Sonia in regards to discussion and motion content of current and prior meeting after the meeting.</p> <p>Eric reiterated that he will oversee this action and ensure continuity with future SGA boards. Jessica volunteered to generate the required correspondence. The suggestion was presented that SGA members should know how to utilize the software. Eric agreed to support this idea. The forum will be moderated.</p> <p><b>Motion was made to support the forum proposal; this includes a letter of support to Jeff Johnson and a financial commitment of \$532. Sonia chose to abstain from the vote on the grounds that she has not reviewed the written proposal or been privy to the discussion. Remaining members passed the motion.</b></p>
7	Meeting for spring break	It was agreed that SGA will meet next Monday.

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No.	Topic	Highlights
		No motion passed; discussion only

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8	Graduation committee involvement	<p>Ed revisited the topic of defining his involvement in the graduation committee. Ed made note of member input and agreed on preparedness in the meeting including the use of the proposal form.</p> <p>No motion passed; discussion only</p>
9	Purchase of Snowball and new laptop	<p>There was discussion involving the purchase of equipment. SGA agreed that this purchase should be delayed for software update and the fact that the current equipment is functional.</p> <p>No motion passed; discussion only</p>
10	Nominations and elections	<p>Discussion addressed the need for some marketing to support nominees and elections. Brainstorming ensued to support this topic. Marilyn suggested that we should discontinue the conversation to address the calendar topic and Sonia's experience at the legislative conference in Juneau.</p> <p>Conversation was revisited, highlighting the importance of obtaining nominees. Marilyn spoke with an Mt Edgecombe counselor regarding this subject. It was suggested that an Mt Edgecombe student should sit in on an Eluminate meeting. Another suggestion was to send an officer from the SGA to attend an Mt Edgecombe Student Government meeting.</p> <p>Some stats were introduced in regards to Mt Edgecombe enrollment at UAS. This action was deemed reasonable. It was suggested that the principal should be approached to support action. The idea of brainstorming on the benefits of being part of the SGA was presented. A contact should be decided.</p> <p>Other ideas:</p> <ul style="list-style-type: none"> <li>• Facebook post</li> <li>• Announcement on webpage</li> <li>• Announcement on the UAS entry page</li> <li>• Obtain participation from Mt Edgecombe students</li> <li>• Generate brochure</li> <li>• Correspondence politely asking for some faculty participation (distance)</li> <li>• Correspondence to past participants</li> <li>• Use the PSA screens at UAS</li> <li>• Create a posters or banners that can be reused</li> <li>• Ad with community services buses</li> </ul>

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		<ul style="list-style-type: none"> <li>• Radio station</li> <li>• Mass email</li> <li>• Newspaper</li> <li>• Flyers posted at distance testing proctors</li> </ul> <p>Jessica volunteered to create a flyer to post. Eric volunteered disbursement to other proctor sites. Members agreed to respond to the flyer submission.</p> <p>No motion passed; discussion only</p>
11	Constitution Revision	<p>It was reiterated that the constitution needs to be addressed. The SGA reviewed the calendar, and the tentative outline was agreed to; including the breakdown of article items.</p> <p>Discussion was revisited; suggestion was made to model our constitution after Juneau's campus, and address club activity if it is not in the current campus. It was suggested that SGA might adapt Juneau's constitution. Discussion included that this campus is unique in comparison to the Juneau campus. Review of articles was strongly encouraged.</p> <p>No motion passed; discussion only</p>
12	Sonia's legislative conference experience	<p>Sonia stated that no other campuses had distance involvement. She learned that other SGA's concentrate on campus issues. She suggested separation in policy between distance and on campus students.</p> <p>She also learned that the SGA treasury is continuous, "no use it or lose it" concept is correct. Pat Ivy volunteered to get involved with this topic including discussion with the UAS business office.</p> <p>No motion passed; discussion only</p>
13	Adjournment	<b>Motion to adjourn passed at 11:59</b>

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## SGA Meeting Minutes

Action Plan			
No.	Action Item(s)	Owner	Target Date
1.	Continue to include Joy's involvement in regards to applicable action items.	Jessica	ASAP
2.	Contact individual who is interested in Bus Pass program	Sonia	ASAP
3	Attend meeting during spring break	All members	03/07
4	Attend Graduation committee meeting	Ed	TBA
5	Review constitution articles	All members	03/14
6	Update Sonia to motions and discussion of missed meetings	Ed	ASAP
7	Distribute nominee flyer to proctors	Jessica and Eric	ASAP

Agenda for Next Week		
No.	Topic	Highlights
1.	Bus Passes	Revisit and finalize program
2.	Sponsorship Proposal Policy	Revisit and finalize policy
3	Forum proposal from Eric	Revisit and finalize action
4	Graduation	To be addressed
5	Nomination marketing	To be addressed
6	Review of constitution/budget	Update to reflect the current SGA policies and procedures

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