

Undergraduate Student Government Senate Meeting – October 28th, 2016

Sun Devil Fitness Center Floor 2M – ASU West, 2:30 PM

- I. Call to Order
- II. Roll Call

**Senate President:** Senator Hoag has an excused absence from this Senate Meeting.

III. Quorum

# IV. Approval of Previous Senate Minutes for October 14th

Motion: Senator Warner

Second: Senator Floda

Senator Warner: I motion to approve the previous Senate Minutes for October 14<sup>th</sup>.

Motion: Senator Reyes

Second: Senator Floda

All in Favor

Approved

# V. Approval of Agenda for October 28th

Motion: Senator Warner

Second: Senator Melgar

Senator Herguth: I motion to approve the Agenda for October 28th.

Motion: Senator Castro

Second: Senator Warner

All in Favor

Approved

- **VI.** Executive Member Reports
  - a. Chief of Finance



A quick update on funds (based on allocations):

Event Funding has \$4604.95 left for this semester. Club Start Up has \$5626.42 left for this semester. University Programming has \$8,200 left for the semester. Coalition Funding has \$5500 left for this semester. USG Appropriations has \$13,000 for the semester.

Bill Recommendation:

Has Committee Approval (CSUF=5971.90)

17.51) \$526.64-Club Start Up

17.52) \$744.39- Club Start Up

17.53) \$780.90- Club Start Up

17.54) \$606.65- Club Start Up

17.55) \$742.50- Club Start Up

17.57) \$721.93- Club Start Up

17.58) \$670.91-Club Start Up

17.59) \$485.68- Club Start Up

17.63) \$723.20- Club Start Up

17.64) \$935- USG Appropriations

17.65) \$2946.24- USG Appropriations

17.66) \$323.51- USG Appropriations

17.68) \$935- USG Appropriations

17.69) 380.86- Event Funding

17.70) \$1771.49- Event Funding

17.71) \$6000- University Programming

17.72) \$1238.97- Event Funding

17.73) \$1506.45- University Programming

17.74) \$914.54- USG Appropriations



### 17.75) \$5544- USG Appropriations

Does Not Have Committee Approval

17.56) \$450- Club Start Up (Needs ERF's for 3 more vendors)

17.60) \$746.30- Club Start Up (Logo, need quote for flags, need buzzwords in public purpose of ERF, amount on bill face is incorrect, shirts need to be through approved vendor)

17.61) \$623.38- Club Start Up (no stipulations turned in)

17.62) \$286- Club Start Up (no stipulations turned in)

17.67) \$5000- USG Appropriations (no stipulations turned in)

## b. Chief of Staff

Over the past two weeks, I've been working towards finalizing USGW's contact sheet. As of now, we are waiting on a single phone number to be confirmed, and then we will be the only branch of USG that has an ASU email and phone number for each and every one of our members. Once I complete the document, I'll send out an email, as well as place hard copies outside of the office. In the meantime, Sparky's Spooky Spectacular went fairly well last evening. My directors and I were engaged in promoting this event, mostly through physical (stamp cards, posters, etc) and digital advertisements (social media). Next, we'll be working on finalizing the design for the new USG polos, which we hope to receive for the upcoming semester. Additionally, everyone should expect to receive an email in the upcoming week about a designated hour that you plan on being in the USG office. This will a) promote accessibility for clubs to have discussions with members who might not always be in the office & b) minimize the inconvenience of the lack of card access for some of our members. Remember to promote the President Crow forum that occurs on Thursday, November 3rd from 12pm to 1pm.

## c. Vice President of Services

Good Afternoon Senate,

These past two weeks have been busy. First off I'd like to thank everyone who helped set up and run the booth at the carnival. Our booth



was well loved by the attendees and we were able to hand out over half of the black asu usgw t shirts. I plan to do the same thing but with other give aways at the bike Co up opening. Which is tentively scheduled for November 17th. Besides that last senate meeting Senate Chief of Staff Williams volunteered to accompany me to a meeting at tempe for the Salute the service which I then had a follow up meetings with Sean Wise man. There are two things usg has been requested to help with.

The events are all low key this year in the idea that we are mostly just having different displays around campus for people to see as they go about their week. USG has been asked to help hang ribbons around campus Monday evening or Tuesday morning for the week. Tuesday outside kiva will be a mural students can paint that you are encouraged to participate with. During the morning roast on wednesday there will be an opportunity to write letters to active service members. Wednesday night or Thursday morning, USG has been requested to help set up some flag displays around campus.

There are three we are working on. First is for the flags to create the number of active service members that are students here. Second is to have a display for the two students that lost their life while serving. The third is around the number 22 which are the amount of seconds that pass between veteran suicides. The idea of these is to just bring some awareness to students without bombarding them with information. Besides that consent week is officially the last week of November and USG will be supervising the event. I have a meeting today to plan more in detail for this event. The final thing on my report is the Sparky Spooky Spectacular. Thank you everyone that helped set up, run the event (this includes the zombies), and clean up. The amount of positive feedback that has been received is amazing. Over 100 students attended. Thanks for making this event a successful one. I look forward to continue working with you guys in the future

#### d. Vice President of Policy

This week I communicated with the VPP's of the other campuses to go over what our individual plans were for election day. I also continued coordination with new college regarding the election night viewing party. I am working on a march to vote flyer for election day to get students



who are registered to hit the polls at the school behind ASU. I am also promoting the upcoming Michael Crow forum.

David is working on an election night bingo term sheet and investigating the current AZ house and state legislature as myself and the other V.P. of Policy prepare to do some lobbying work.

Jacob conducted his poll and now we are working on a method to gather data for clubs and organizations regarding student activity.

### e. Student Body President

This past week I had several meetings at the Tempe campus with C.O.P., Council of Presidents, as well as meetings with President Crow to discuss ideas that have been floating around. Please remember to help around the office and complete your office hours but, also focus on your academics.

## f. Senate Chief of Staff

Hello Senate,

First of all, I want to thank everyone that took the time out of their day to help run, set up, and manage the Sparky's Spooky Spectacular. It was amazing various students interacting as well as playing with all the board games that were set out; getting people to interact with those they normally wouldn't is always a major plus for USG. Remember to also email your reports to me by midnight tonight if you gave one day.

Also as a remainder I want everyone to be aware that we are not allowed to print personal documents in the office nor is anyone outside of USG allowed access to the printers for anything other than bill or flyer related. I understand the office is meant to be a very social place where we encourage students to come in and talk with us however, when I come to the office past 7 o'clock at night to find 20 people that I have no clue who they are all on our computers that worries me.

## g. Senate President

I would like to inform you all that Senator Choi officially resigned last week, leaving the New College Senate seat vacant. With that, I will be working to fill the open seat in the near future.



Also, last week we wrapped up the last set of club start up bills for this semester, thank you to all that sponsored the numerous bills for this bill cycle. This week I have talked to Chief of Staff Urcuyo to make the USG member and staff schedule that has a designated hour where everyone will be in the office. Please send your designated office hour to Chief of Staff Urcuyo so he can compile them all together for the upcoming week. Along with that I am working to create two event/ funding evaluation forms so that we may properly evaluate events and clubs that we have funded. With that I will be working on a way to consolidate all the events/clubs we fund into a calendar so that senators and other USG members remember to attend such events and in the process we will be able to evaluate them and also show student support. This Sunday, Senator Melgar and I will be going to the University Elections code meeting where we will go over the constitution and elections code with other campus USG's. I have shared both documents with you, so if you have any more recommendations please do so before Sunday. Lastly, please remember that you are all students first and to stay on top of your academic responsibilities.

### **VII.** Advisor Report

Everything I planned to mention and speak about has already been expressed so please carry on with the meeting.

## **VIII.** Director Report

#### a. Director of Special Events

Hello Senate! In the last month, as Director of Special Events, VPS Snider and I have worked closely on planning last night's Sparky's Spooky Spectacular. We had an amazing turnout, and I have only heard positive feedback about the event. I assisted in setting up alongside many other wonderful USG members. Throughout the night I helped check people in and direct them to each of the tables. I want to thank all the different organizations that were involved and all the hard work of USG, especially VPS Snider, for a great event.

Alongside Sparky's Spooky Spectacular, I have been working with Career Services to start planning our partnership for the Spring semester. VPS Snider and I will meet with Career Services shortly to



solidify all our event plans. The last exciting event we have started to work on is Consent Week. If any of you have not heard USG has taken on the responsibility of Consent Week, a weeklong event to raise awareness on the importance of consent and educating students on Domestic Violence. We will begin to work with several organizations on various activities shortly. I will keep you updated on our progress. Have a great afternoon!

### **IX.** Committee Reports

## a. Senate Committee of Appropriations

Good evening everyone, on our last Appropriations meeting we had 25 bills go by. It was a long meeting and we even went over into the next committee's time. Of the 25 bills, bills 17.56, 17.60, 17.61, 17.62, and 17.67 did not turn in their stipulations on time and do not have committee approval. Of those bills, bill 17.67, and 17.61, had their bills retracted by their clubs and will no longer be voted on today. All the rest of the bills have committee approval. Thank you and have a good rest of your day.

## b. Senate Committee of Government Operations

In the committee meeting this week we spoke about the election codes in the USG constitution and discusses any concerns or issues we had which we relayed to both V.P.'s. The Senate President has sent out both the election codes and the constitution for everyone to read over and suggest any further changes that they would like to put forth. Senator Melgar and the Senate President will be speaking about these suggestions at the University Wide Senate meeting this upcoming week.

#### c. Senate Committee of University Affairs

This past week my Vice-Chair directed the meeting as I was unable to attend committees this past week. From her report I can confirm that we spoke about the safety walk, which we are waiting for dates and times from the Deans to finalize our outing, we are still talking to organizations about the cat situation on campus as they are spreading diseases.

#### X. Introductions & Call to the Audience

- XI. Old Business
- XII. New Business



a. USG West: Discussion & Approval of Bill COA.AY 17.51 Club Start Up: for Teachers of the Future in the amount of \$526.64\*

Motion: Senator Warner

Second: Senator Melgar

**Teachers of the Future Representative:** We are planning to purchase T-Shirts to help with recruitment of new members for our club.

Motion: Senator Ruiz

Second: Senator Melgar

All in Favor

Approved

 USG West: Discussion & Approval of Bill COA.AY 17.52 Club Start Up for American Society of Biochemistry and Molecular Biology in the amount of \$744.39\*

Motion: Senator Reyes

Second: Senator Warner

**Senator Warner:** As there is no representative I will do my best to answer any questions that I am able to about the t-shirts they are ordering.

Motion: Senator Warner

Second: Senator Castro

All in Favor

Approved

c. USG West: Discussion & Approval of Bill COA.AY 17.53 Club Start Up for Next Level Gaming (NLG) in the amount of \$780.90\*

Motion: Senator Floda

Second: Senator Warner

**Senator Melgar:** As there is no representative present I shall represent the bill on their behalf as the senate sponsor. They plan to order items



for recruitment however, they have exceeded \$750.00 which means the club would have to pay for the extra \$30.90 or remove items that represent that amount. I motion to approval the bill for the amount of \$750.00 with the stipulation that NLG pay for the extra \$30.90.]

Motion: Senator Floda

Second: Senator Warner

All in Favor

Approved

d. USG West: Discussion & Approval of Bill COA.AY 17.54 Club Start Up for Business to Business in the amount of \$606.65\*

Motion: Senator Floda

Second: Senator Ruiz

Senator Herguth: As no one is here for the club I can speak on their behalf as the senate sponsor. They are a club dedicated to helping students prepare for the real world in terms of interviews and workshops. They are ordering t-shirts to recruit new members as well as retain their current members. The only stipulation that wasn't meet was an adviser letter to explain the cost of the shirt.

## STIPULATIONS:

• Advisor letter required by Tuesday at 5:00 PM

Motion: Senator Melgar

Second: Senator Warner

All in Favor

Approved

e. USG West: Discussion & Approval of Bill COA.AY 17.55 Club Start Up for Black Student Union (BSU) in the amount of \$742.50\*

Motion: Senator Floda

Second: Senator Reyes



**Senator Melgar:** There is no representative for the club here today so I can speak on behalf as the senate sponsor. They are ordering a tablecloth with the funds they are requesting.

Motion: Senator Warner

Second: Senator Melgar

All in Favor

Approved

f. USG West: Discussion & Approval of Bill COA.AY 17.56 Club Start Up for Thunderbird Club in the amount of \$446.35\*

Motion: Senator Haw

Second: Senator Viscania

**Senator Viscania:** There is no representative here today so I will do my best to answer any questions you might all have as the senate sponsor. They are still missing quotes from Anton as well as graphics for the polos.

#### STIPULATIONS:

- Add quotes from Anton
- Attach graphics for the Polos
- Add advisor letter to explain cost of shirts

Motion: Senator Warner

Second: Senator Floda

All in Favor

Approved

g. USG West: Discussion & Approval of Bill COA.AY 17.57 Club Start Up for International Food and Cultural Club in the amount of \$652.81\*

Motion: Senator Warner

Second: Senator Floda



**International Food Representative:** We are a new club that has started this semester and we would like to order t-shirts as well as bins to hold the extra shirts as well.

STIPULATION:

• Update bill face for correct amount

Motion: Senator Floda

Second: Senator Melgar

All in Favor

Approved

h. USG West: Discussion & Approval of Bill COA.AY 17.58 Club Start Up for Political Debate Club in the amount of \$670.91\*

Motion: Senator Reyes

Second: Senator Warner

**Senator Haw:** As the club is not here I will speak on behalf of them as the senate sponsor. This club is meant to be a safe space to debate about issues that students are passionate about.

## STIPULATION:

• Meetings not on Orgsync

Motion: Senator Warner

Second: Senator Floda

All in Favor

Approved

i. USG West: Discussion & Approval of Bill COA.AY 17.59 Club Start Up for Sun Devil Badminton in the amount of \$485.68\*

Motion: Senator Melgar

Second: Senator Castro



**Badminton Representative:** We are looking to recruit new members which is why we're ordering t-shirts to spread the word. We are open to people of all skills levels as well as any level in getting their degrees.

Motion: Senator Warner

Second: Senator Reyes

All in Favor

Approved

j. USG West: Discussion & Approval of Bill COA.AY 17.60 Club Start Up for Thunderbird Ambassadors in the amount of \$746.30\*

Motion: Senator Warner

Second: Senator Floda

**Thunderbird Ambassadors Representative:** The purpose of our club is to help represent Thunderbird to potential students, in college or in high school, and as well as give them information they need.

Senator Castro: There are a few stipulations that are remaining which are update the amount on the bill face and the amount needs to be updated on the event checklist.

# STIPULATIONS:

- Update amount on bill face
- Update amount on event check-list

Motion: Senator Warner

Second: Senator Floda

All in Favor

All Abstaining: Senator Viscania

Approved

k. USG West: Discussion & Approval of Bill COA.AY 17.62 Club Start Up for M.E.C.H.A in the amount of \$286.00\*

Motion: Senator Warner



Second: Senator Floda

**Senator Melgar:** As no one is here to speak about the club I can answer questions about the bill as well as what they are ordering. None of the stipulations given at committees were meet and are as follows: Spelling error on public purpose, add buzz word engagement, include name of vendor on ERF, itemize list of items purpose, if shipping cost they will have to pay for it, check quote and graphic on ERF, signature as well as title and date on ERF requestor line, and they would need an advisor letter to explain high cost of shirts.

## STIPULATIONS:

- Spelling error on public purpose
- Add buzz word engagement
- Include vendor name on ERF
- Itemize items on ERF
- If shipping has a cost, they will have to pay for the extra amount
- Check quote and graphic boxes on ERF
- Signature, title, and date must be added to requestor line on ERF
- Add advisor letter to explain cost of shirts

Motion: Senator Warner

Second: Senator Floda

All in Favor

All Opposed: Senator Haw

Approved

I. USG West: Discussion & Approval of Bill COA.AY 17.63 Club Start Up for Hispanic Honor Society (HHS) in the amount of \$723.20\*

Motion: Senator Warner

Second: Senator Herguth

HHS Representative: Hello everyone we are looking to order T-shirts to increase recruitment and increase awareness of the club.



**Senator Warner:** Please keep in mind this is the bill asking for a rush order to have the T-shirts by November 2<sup>nd</sup>. With the time frame we will not be able to get the T-shirts by November 2<sup>nd</sup> so we both need to agree that pushing the date back would be acceptable.

Motion: Senator Warner

Second: Senator Floda

All in Favor

All Abstaining: Senator Herguth

Approved

m. USG West: Discussion & Approval of Bill COA.AY 17.64 Event Funding for Interdisciplinary Student Association's Dia De Los Muertos Festival in the amount of \$935.00\*

Motion: Senator Melgar

Second: Senator Reyes

**IDSA Representative:** With the money we are requesting we will be funding part of the festival for Dia De Los Muertos. We are reserving the Parking Lot as well as requesting a fire permit.

Motion: Senator Warner

Second: Senator Ruiz

All in Favor

Approved

 n. USG West: Discussion & Approval of Bill COA.AY 17.65 Event Funding for Team TRIO's Dia De Los Muertos Festival in the amount of \$2,946.24\*

Motion: Senator Warner

Second: Senator Melgar

**TRIO Representative:** TRIO is participating in the Dia De Los Muertos and we are ordering a bounce house, balloon twister, face painting, and



all the supplies with the vendors. We are not sure if the insurance is still vaild enough though ASU West has used this company recently.

Senate President: Due to the short notice, the bill not following our 4week prior bylaw rule, as well as the amount being requested on such short notice I recommended this bill be terminated as there is no guarantee we will receive the items in time.

Motion: Senator Reyes

Second: Senator Floda

All in Favor

All Abstaining: Senator Herguth, Senator Melgar

All Opposed: All other Senators present

**Bill Terminated** 

o. USG West: Discussion & Approval of Bill COA.AY 17.66 Event Funding for HHS' Dia De Los Muertos Festival in the amount of \$323.51\*

Motion: Senator Melgar

Second: Senator Warner

**HHS Representative:** For this event we are planning to show the Nightmare Before Christmas and ordering food through Aramark. We are planning to borrow a copy of the film from the ASU West Fletcher Library.

Advisor: I am concerned that the copy in the library does not have the copyright permission and since the event is happening at the beginning of next week the company we order movies from that include a right to the copyright generally takes about 2-3 weeks to ship. If the library staff can confirm we own the copyright to the film they are free to utilize the copy in the library.

# STIPULATION:

• Standing: Confirmation from the Library the DVD doesn't infringe on copyrights

Motion: Senator Haw



Second: Senator Warner

All in Favor

Approved

p. USG West: Discussion & Approval of Bill COA.AY 17.68 Event Funding for Team TRIO's Dia De Los Muertos Event in the amount of \$935.00\*

Motion: Senator Reyes

Second: Senator Melgar

**TRIO Representative:** For this bill we are planning to hire a mariachi band to perform as well as order light generators from SACS. We also have volunteer flamenco dancers coming to perform.

## STIPULATIONS:

• Standing: Turn in all forms related to contract and vendor forms to Julie Swensgard the day of the event

Motion: Senator Castro

Second: Senator Warner

All in Favor

Approved

q. USG West: Discussion & Approval of Bill COA.AY 17.69 Event Funding for S.W.A.G.'s Pokémon Tie-Dye in the amount of \$380.86\*

Motion: Senator Melgar

Second: Senator Warner

**SWAG Representative:** To celebrate the newest releases in the Pokémon franchise SWAG is planning to hold a Tie-dye event with a custom made graphic, from our president, as well as hand out Pokémon miniature figures to help excite people for the games. We are partnering with Global Fest since the event is planned at the same time and date.

Motion: Senator Floda

Second: Senator Castro



All in Favor

Approved

r. USG West: Discussion & Approval of Bill COA.AY 17.70 Event Funding for S.W.A.G.'s International Gaming Day in the amount of \$1,771.49\*

Motion: Senator Floda

Second: Senator Warner

**SWAG Representative:** Every year the library hosts International Gaming Day open to all to destress and enjoy all sorts of gaming. We are ordering Aramark food, Capri suns from amazon, a SWAG tablecloth, Perler beads, and sunglasses to hand out to people that attend.

## STIPULATIONS:

- Update amount on bill face
- Adjust amounts on all forms

Motion: Senator Melgar

Second: Senator Warner

All in Favor

Approved

s. USG West: Discussion & Approval of Bill COA.AY 17.71 University Programming for USG's Election Night Viewing Party in the amount of \$6,000.00\*

Motion: Senator Warner

Second: Senator Floda

Austin Church: I am resubmitting my bill for the election night viewing party as prices and items have changed. I am ordering food, speakers will be present, and election night bingo will be played throughout the night as we watch the results come in. Political Debate Club will be helping run the night.

Motion: Senator Melgar



Second: Senator Warner

All in Favor

Approved

t. USG West: Discussion & Approval of Bill COA.AY 17.72 Event Funding for NLG's Archive Field Trip in the amount of \$1,238.97\*

Motion: Senator Castro

Second: Senator Ruiz

**Senator Melgar:** As NLG isn't here I will speak on behalf of them as I am the senate sponsor. They are planning to take a day trip down to Tucson to visit the achieve for gaming with a tour.

Advisor: This is a bill we haven't seen before as any traveling we have done has been through Professional Development for trips more than 1 hour away. There will be several forms NLG would have to fill out since they are taking so many students down to Tucson, have to prove their advisor can attend, and show that this club's event is open to all ASU students to advance their experience. We also need NLG to create a sing up sheet and set an end sign up day.

Senate President: With a massive amount of events happening on the day of the event, I suggest the club attempt to move the day of their trip.

## STIPULATIONS:

- Include flyer
- Include sign-up sheet and cut off for registration
- Complete group travel form
- Change date of the event to a Sunday

Motion: Senator Warner

Second: Senator Castro

All in Favor

All Opposed: Senator Haw and Senator Viscania

Approved



 USG West: Discussion & Approval of Bill COA.AY 17.73 Event Funding for Well Devil's Jeopardy Dinner Extravaganza in the amount of \$1,506.45\*

Motion: Senator Warner

Second: Senator Melgar

Well Devil's Representative: We are planning to hold a night were students try different healthy food options as well as play a few rounds of Jeopardy to increase awareness of health related issues.

Motion: Senator Warner

Second: Senator Ruiz

All in Favor

All Abstaining: Senator Floda

Approved

v. USG West: Discussion & Approval of Bill COA.AY 17.74 Event Funding for NLG's Build-A-Computer Workshop in the amount of \$914.54 \*

Motion: Senator Warner

Second: Senator Ruiz

**NLG Representative:** We are inviting the students of ASU to come gain knowledge on the process of building a gaming computer, highlight our upgraded computers donated by ASU, and also upgrade student's personal computers for free.

## STIPULATONS:

- Attach sign-out sheet for the computers
- Add flyer for the event
- Attach confirmation from advisor that computers will stay on ASU West Campus

Motion: Senator Floda

Second: Senator Reyes

All in Favor



#### Approved

w. USG West: Discussion & Approval of Bill COA.AY 17.75 Event Funding for IAP Club's Second Stage One Act Plays for the amount of \$5,544.00\*

Motion: Senator Warner

Second: Senator Melgar

Senate Chief of Staff: As their Senate Sponsor is not here I will read the bill aloud and also try to answer any questions directly on the bill itself. I cannot answer more than that since I wasn't part of the bill making process. The bill states IAP wants USG to purchase tickets for plays for this semester and the spring semester so students might have free tickets. The bill is not very clear as to why we are purchasing so many tickets, the advisor letter is rather choppy in wording, and the club representative has been contacted in an attempt to get answers. I am also concerned has to know the tickets will be distributed or why they submitted the bill with only 3 days before their first performance.

**Senate President:** Previously, IAP has asked for funds through allocation and we have constantly asked that they have a card swipe present. They have failed to have a card swipe and just do a head swipe of what appears to be typical ASU college students. After discussion, after the representative was reached, I would recommend terminating the bill as it does not follow our 4-week prior rule.

Motion: Senator Warner

Second: Senator Melgar

All in Favor

All Opposed: All Senators

**Bill Terminated** 

x. USG West: Discussion of USG Constitution

Motion: Senator Floda

Second: Senator Reyes



**Senate President:** Senator Melgar and myself will traveling to Tempe next week to speak about the suggestions we, and fellow campuses, have to edit the constitution on stances we think need more clarification. We will give a report once the meeting at Tempe has been completed.

Motion: Senator Melgar

Second: Senator Floda

## y. USG West: Discussion of USG Election Codes

Motion: Senator Warner

Second: Senator Floda

**Senate President:** At the same meeting that Senator Melgar and myself will be attending we will be discussing the Election Codes that all 4 campuses must follow for the upcoming elections in February. We will give a report after said meeting.

Motion: Senator Ruiz

Second: Senator Haw

- XIII. Discussion
- XIV. Adjournment

Motion: Senator Warner

Second: Senator Castro

6:12 PM