Student Government Association Minutes (November 20, 2020)

3:00 – 5:00pm. On Zoom

1. Call to Order: President Church calls the meeting to order.
2. Roll Call:

Present – Cole Church, Samantha Hensley, Lauren Lacey, Karyn Forbes, Caden Callaway, Jolee Sanford, Sarah McMann

Absent – Jenna Tast, Avery Frankhouser, Tylor Purdy

1. Public Input: Dr. Shafer and Rick Jobs to talk about student fees.

Mrs. Myrick: Rick won’t be here today; I can give a brief overview of the student fees. Each fall, we ask different areas on campus to review existing fees and see if they need to be increased or decreased, and we also ask areas if they have any new fees that they need to propose. There are new fees on the list, there are some that are being eliminated, and some that are being increased. The Craft Brewing is a new program being offered at the Albany County campus (new fees for program on document), most of the fees are covering the purchase of supplies, one to pay for interns to visit a brewery and learn how to brew the beer. There are several changes for the CIS classes, majority of them are for increased certification costs ($10), online students requested access to tools (added fee). Rodeo courses increased to $200 for each course (classes all aligned at $200). Changes to Synography classes – Trajecys fee moved to first year and covers both years. Fee for medical coding is being eliminated and fees are being eliminated from the Microsoft classes because the certification exam has been eliminated. For SLPA internship, they are adding a fee for the certification exam. The final one on the list is for theatre, for stage makeup, increasing the fee so that it covers the cost for the makeup kit.

Ex-Officio Forbes: All of this is well explained, there’s only one discrepancy and Cole and I are on the same page about it regarding the rodeo team and I’ll let him ask that question. The rest of it looks very clear; everything seems well thought out and makes sense to me.

President Church: Why is there an increase of $50 across? Is that $50 going to pay for something specific within that course?

Carrie: My understanding is that there are several courses within the athletic area that are currently labeled EQST, or Equine Science courses. They are in the process of having those changed to represent a PE athletic team, much like a dedicated course for the basketball team, soccer team, etc. The athletic director and the coach saw discrepancy and wanted to make things level across the board.

President Church: The question from me concerning the raise across the board of $50, what I’m understanding is that we are raising everything $50 to match the $200 because people are not taking the more expensive course, correct?

Carrie: That’s my understanding; the rough stock course (dedicated for the rodeo team) had a course fee of $200. Because these other courses were less expensive, but delivering the same thing (same amount of time in the arena, same academic credit), none of the rough stock students were enrolling in rough stock, they were enrolling in these other courses. We were cancelling the rough stock course because there wasn’t any student enrollment. This created conflict in terms of space, and allocation of space for the rough stock team.

President Church: What would be the problem, or the complication of getting rid of the $200 course if everyone is enrolling in the $150 course anyways and having that be the standard price of all of those courses if $50 isn’t necessary to run the courses as we see here (the Equine Sciences already listed)?

Carrie: That is a very fair question and I don’t have the history, but I would be very happy to get it back to the senate. I simply don’t have the answer and I don’t want to take a guess.

President Church: I understand that there is a need to increase fees across the board when fees are needed to be increased, but to simply just align all of the rodeo course fees to a specific amount when people are already swaying away from the $200 amount, it doesn’t necessarily equate to put an equitability mark of $200 if people are already struggling to sign up for that course.

Carrie: I will certainly ask the questions, do you prefer that I email them to you?

President Church: Emailing me is perfect and then I can just explain that to the senate throughout my report that I give.

Dr. Brown: Mr. President, athletics doesn’t report to you, you don’t need to do my work. I will follow up with that, I was just going back through my communication with Dr. Henning on this one and sure enough I thought that there was some explanation for costs associated with that, I cannot find any. So, Mr. President, I think that your recommendation that instead of increasing all of these to $200, you decrease the one to $150, and unless there is a compelling expense driver behind it, that makes more sense and is certainly more student-friendly. I will keep digging and I will follow up and get you that answer. Jane, I don’t know if you have any documentation if there is something that is driving the expense structure of rodeo up and that is why they need to increase it, but I can’t find anything in my communications with Cindy.

Myrick: Basically, her justification just said that the students were enrolling in the course with the lower fee and so that is why they wanted to bump them all up to the same amount.

Dr. Brown: Mr. President, let me do some research there, if I can substantiate the request because of some increased cost associated with the programs, or with rodeo, I will get you that information. If there isn’t that type of rationale behind it, then I would tend to align with your recommendation.

President Church: If there is a need to increase fees, just as our Ex-Officio Forbes said, there’s no doubt that sometimes and we have to deal with that as students as well as the college. I would as least like to know on behalf of the students, if there is that need to increase.

Dr. Stutz: Dr. Miller and I were just asking, the course fee for the class that is offered at ACCC, does that have to be approved by the ACCC student leadership council?

President Church: I could not give you that answer, I would assume so, yes, because we are not advocates of the ACCC. We do actually have a liaison, we will be voting on that today. We have a liaison opportunity and position; one of our members-at-large is going into. I could talk to her to see what their recommendations are, but I do not have a firm answer for you.

Stutz: That would be great for you to ask, I’m asking cause I don’t know.

President Church: I’ll email you that response if I can get one. I have one more question, specifically about synography. So the trajecys, the recording system for synography, you said that it was going to be a one time fee for the first years, correct?

Myrick: Yes, they moved the fee from the second year to the first year, and so the students will have access to that trajecys for the two years of the program whereas right now they just would have it for the final year of the program.

Carrie: The trajecys system, as I understand it, is used across the program so by embedding the fee in that course, students have access for two year or for their duration of time in the program as opposed to not actually touching the system until the second year.

President Church: My question is if somebody in that program were to drop out, would they be refunded that second year for the trajecys system?

Carrie: That’s a great question, my guess is that policy or practice is likely referenced in the program student handbook. My guess would be no but I’m certainly happy to run that down.

President Church: If I could request that as well, Dr. Brown, that would be very helpful. In terms of the new brewing course, what specifically are the supplies they would be buying?

Myrick: I do have that here. For BREW 1510, they would be buying flavor-tasting kits, online exam ($10). For BREW 1520, a grains kit. For BREW 1530, a hopps kit. For BREW 1540, a water testing kit. For Brew 1550, a fermenting kit. For BREW 1560, an adjuncts kit. For BREW 1570, brewing software.

President Church: They would have the possibility of going out to a brewery and that would be part of their course?

Myrick: BREW 1970 is an internship where they would be going out to a brewery and be supervised by a professional and so that fee would partially pay for that cost.

Dr. Shafer: Mr. President, that program is designed right now as an online program, these kits are things that students, as they are working through the courses, will be using almost like what we do with the lab fees for the kits we mail for the some of the science-based courses. The students are responsible for securing an internship that places them there but there is cost associated with the observation and management of the internships.

Treasurer Hensley: With the brew class, is there going to be an age restriction?

Dr. Shafer: That is a good question, and I cannot answer you exactly what that structure is but I’ll have Dr. Humphrey from the Albany County campus get me an answer via email. There is a difference between brewing and distilling and that is why we haven’t really moved substantially into the distilling world, because there are some bigger challenges with age restrictions but I don’t remember the details. I think you can be underage in the program but there may be some restrictions on what you’re allowed to do in your internship as a result of that.

President Church: My final question is for the professional practice experience coding, there is a $110 fee and then in fall 2020, there was a percent reduction, essentially eliminating the fee. Was there a reason for that? Was the class discontinued, was the certificate discontinued?

Myrick: That is information that should be offered through the bookstore and so she found that she couldn’t be charging that fee for the class.

Carrie: We’ve agreed, per contract, that those materials need to be offered through the bookstore?

President Church: For the people who had recently taken that class, were they refunded the $110?

Myrick: Not that I am aware of.

Carrie: This fee has never been charged, to my understanding, their request was to have it implemented in the fall of 2020 and once we were aware of its purpose, we had it backed off, so I believe you guys may have seen it in a prior semester or see it come through as a prior proposal. So we caught it in our June conversations, we stopped it and connected the faculty member with the bookstore, so I don’t believe it has ever been charged.

Dr. Shafer: Just a quick orientation to the process, we establish the student fee development review process very purposefully to ensure that there was structure behind when, how, and where we would add student fees, whether it’s mandatory or, in this case, course fees, and to ensure that the appropriate use of fee revenues was clearly articulated. Most importantly, a very structured review process, so one of the most critical components of that review process is bring these fees to student government. It’s brought to you, and what we’re asking you for is a recommendation on the fees. Student governments in the past have issued formal memoranda to me, have given a voice vote, etc. What’s important there is that it’s here for your review and you have a chance to bring your voice in the form of a recommendation and I would encourage you to do that. College council and, ultimately, the president’s cabinet and I can take them into consideration before we implement them.

President Church: When would you need that memorandum completed?

Dr. Shafer: Jane, would these go to college council in December?

Myrick: It would be January, the end of January.

Dr. Shafer: You’ve got some time, but it would be great if I could have that before the Christmas holiday break, the semester break.

President Church: You can plan on having it in your inbox.

Dr. Shafer: Wonderful, and we will get you the information that you requested, Dr. Henning is already pulling some of that for me.

President Church: Thank you, you guys are welcome to stay for the rest of our meeting but feel free to leave.

Ex-Officio Forbes: It is noted in our participants list that we do not have a secretary nor a vice president. Who, now, is responsible for the recording of minutes or are we going to rely on the recording?

President Church: As we do not technically have a vice president or a secretary, it would fall on the treasurer. Samantha, if you got the minutes. We will send the recording; I will personally reach out to the vice president as well as the secretary to see what is going on. Correct me if I am wrong, but Avery was not present at the beginning of the meeting?

Ex-Officio Forbes: No.

President Church: It just kind of rolls down the line; Samantha, if you need any help, I am here to fill in the blanks and if anyone on our executive team wants to help as well, it would be between us three.

Ex-Officio Forbes: I can do that.

President Church: Do you guys have any questions concerning the budget with them not being here? Perfect, we’re going to continue going down on our agenda. Before we go any farther, I did want to thank the people who did get out and go and volunteer with our food bank. It was successful, we were able to get everything done, it took about six hours in total of everybody volunteering. Had more of us shown up, it would’ve gone much quicker. As for this semester, I could not require it and it was short notice. Concerning next semester, you can expect the written outline of the expectations that we do volunteer. It will be no more than an hour since there won’t be that much to do, but there are still things that we will need to get done, organizing and looking over for expiration dates. SGA has always had that expectation and SGA has always fulfilled that. I plan to, next semester, write that. Sarah, you are in a very unique position and you will not be required, being in the liaison position, after today’s vote.

1. Executive Reports

a. President –

President Church: I was going to have a meeting with Dr. Shafer just recently, I was supposed to have a meeting with him last week and it got cancelled. We moved it to December 4th, so I will be having a meeting with him in a couple of weeks and I will be able to have a solidified report for you all.

b. Vice President – She had to cancel her meeting due to her child running a high temperature. She is going to be meeting with Dr. Stutz soon and we’ll have her report after Thanksgiving.

c. Secretary –

Ex-Officio Forbes: I thought that without the secretary, since it is her report, we cannot approve it since she is not here to answer any questions so I was going to make a motion to table the approval of the minutes until next meeting.

President Church: Technically, we could. Her report, being the minutes, is not necessarily her report, rather her responsibility. The approval of minutes does not necessarily change, so we can postpone the minutes but there is no reason to unless we don’t want to approve them, but we have the ability to.

Ex-Officio Forbes: With three senators absent, do we have enough to vote?

President Church: I believe that we still have quorum as long as we have majority, and I believe that we do have that being Lauren, Caden, and Jolee are present.

Treasurer Hensley: Here are the minutes from November 13th.

Ex-Officio Forbes: I motion to approve the minutes as presented.

Treasurer Hensley: I second that motion.

President Church: We will accept the minutes from the 13th.

d. Treasurer –

Treasurer Hensley: Our balance still stands at $22,000.

Senator Callaway: What will I need to do, for future reference, to get absences excused because Jolee and I were on a school sanctioned trip and I didn’t know what else needed to happen.

President Church: The thing that you guys will need to do, and this is for reference in terms of everybody, for the most part, if it is a school-sanctioned trip, one of the executive team needs to know when you are going to be gone and for what reason you are going to be gone. If we do not get that email, even if we do know that it’s a school-sanctioned trip or even if we do know what it is, that is going to be an unexcused absence as according to our constitution. From here on out, if you just send an email and say, “hey, I’m gone on a school trip”, it would be counted as excused. But, if we do not get an email, I cannot just assume that you are on that trip. With that being said, it is to note that if you guys can’t make the full meeting, regardless of excused, it will still count as an unexcused. If we come for five minutes, ten minutes, even half the meeting, if it’s not over ¾ of the meeting, we cannot count it as if you were present. We will have a conversation later if it become excessive missing, there might be a conversation about reprioritizing. For the most part, if you send us the email and it is for a school-sanctioned trip, SGA has to recognize that.

e. Ex-Officio –

Ex-Officio Forbes: I had a board meeting this last Wednesday, November 18th. All of their past minutes were approved from the October 7th meeting, the 28th, and their special meeting on the 4th. Staff senate report was that they finished their Spook the Door contest and they finished their food pantry drive. Faculty senate, they are voting this week on the faculty of the month, which is a new thing that they’re doing. They had twelve nominations and they are also discussing their goals for online teaching. We had a construction update, very similar to the college council update; the dorms are pretty much done, Fine Arts is to be done Monday, but they do have a ceiling setback for the materials for the ceiling in the lobby. There’s a machine in Georgia that is broken and so they are working on getting that transitioned. The sexual misconduct policies have been updated for students and employees; there’s a new student sexual misconduct policy that was approved and then the updated employee sexual misconduct policy was also approved. The Spring 2021 return to business plan was also approved. The gist of it is for spring; it’s going to look very similar as to how we started out this fall. The fiscal year 2022 budget reduction recommendation was approved; there was a lengthy discussion about 28G, which is the elimination of the full-time employee equine faculty discussion. From my understanding, the discussion was set aside and the entirety of the budget was approved. For board reports, they approved the finance and facilities committee, so it’s basically their version of a treasurer’s report. Going back to the budget recommendations, we, as a senate, did present Dr. Shafer with a memo of our own that said we stood in affirmation with the recognition that students are not happy about the tuition increase but once students are aware of the fact that LCCC was a school that defended against that, the students are kind of put to ease and we also recognize that these budget cuts are in place for the longevity of the college and not exactly for the present. SGA, staff senate, and faculty senate all gave heir input. We did have some public input, but in the end, it was approved. The Board of Trustees is going to be doing a self-evaluation, just like they did last year. There is a meeting on December 2nd that I will be attending and that is when they are doing officer elections and votes of office for the trustees that have been elected and/or reelected.

President Church: Was there a specific feedback from our memorandum? Did they have any questions about it?

Ex-Officio Forbes: No, they did not.

f. Other reports –

President Church: I apologize, Dr. Fiedler, that I did not introduce you at the beginning of the meeting. I do want to make everybody aware that we do have a guest; her name is Dr. Fiedler, I will let her introduce herself and then I’ll discuss it a little bit later.

Dr. Fiedler: You guys can feel free to call me Stephanie if you prefer, but I’m not opposed to Dr. Fiedler. I’m a chemistry teacher here at LCCC, let me know if you guys have any questions for me, anything you want to know about me, etc.

President Church: I’ll be discussing why she is here; there is a specific reason why she is here today as well as, hopefully, the days to come.

1. New Business –

i. Memo

President Church: We did discuss the student fees; if there were questions that you did not get to ask or specific things that you wanted to be said, we will be drafting a memo (next week) and I plan to get that to Dr. Shafer by no later than the 2nd. Take this week and next week for any ideas or any stipulations that you guys have for that report and I will put that in the memo.

Ex-Officio Forbes: We are not meeting as a senate between now and the 2nd, were you going to take it upon you and the executive committee to write that and have it turned in by the 2nd? Or would you rather have a deadline of the 4th?

President Church: For us, it will be the 2nd, we will be writing that memorandum very similarly to the last one, where I will come in with something compiling all of your reports. We will be completing that the 2nd.

ii. ACCC

President Church: Sarah, I did have a specific question and a request for you; Just like Dr. Stutz said in the meeting concerning student fees, if you could get in contact with the ACCC student group and find out if they should be the ones approving the student fees for their campus versus us, I would love to be able to talk in our memo that we would like to approve x, y, and z but we are not going to approve the ACCC specific because we would like their student group. In the case that their student group gives it to us, we’ll also note that in the memo, but I don’t want to overstep our bounds.

Liaison McMann: I have been in contact with them a couple of times and I can ask them about that.

James: This is the first time we’ve ever had a student fee that’s come across for SGA consideration that’s offered solely at the Albany County campus, so this will be something new for all of us. It would be my suggestion, and I would leave it up to the SLC at the Albany County campus, that they be the ones that consider this fee, as it is only offered at the ACC campus.

President Church: We are not going to vote on this, as this is not, technically, in our jurisdiction.

Diana: I’ll reach out to Jamie McKim and give an introduction so that he has it on his radar.

iii. Vote for Liaison

President Church: Previously, as far as the 13th, we have been discussing for a couple of weeks Sarah McMann’s moving positions; she is currently recognized as a member-at-large and, as of right now, that’s what her position is entitled. What we are planning to do with the voting of the senate is move her position from a member-at-large to a liaison position. Is there anything that needs to be noted before we put it to a vote? Do we need to be reminded what her position would entail?

Ex-Officio Forbes: I motion to create the position regarding Sarah McMann as a liaison between the Cheyenne campus Student Government Association and the Albany campus SLC.

Treasurer Hensley: I second that motion.

President Church: Is there any discussion to be had before we take a final vote? All those in favor that we finalize Sarah McMann’s position from a member-at-large to the liaison responsibility, and the report that she sent? Sarah, let it be known that you are now not a member-at-large for the SGA but rather, you are stepping up into a liaison responsibility and liaison position. Congratulations! \*claps\* Essentially, what that will also entail is looking at public input and executive reports, Sarah will now be after the Ex-Officio for the reports concerning the discussion between the two campuses. You will always have an executive report, but you do not always have to have something to say.

iv. Stephanie Fiedler

President Church: We’re going to vote on Stephanie Fiedler’s position. If you were here last year, you’d know that Zeke and Holly were both our regular advisors as well as our teacher advisor (faculty advisor). Currently, we do not have a faculty advisor, so Diana stepped into Zeke’s position and James is here for moral support as well as being an advisor. Because we do not have a faculty advisor, we went on a search and Stephanie Fiedler came with a phenomenal recommendation from her colleagues, as well as an impressive resume. Karyn and I got to sit in on a meeting with her to just talk about her position and her interests of why she would want to be our faculty advisor. Essentially, what we’re here to do is to vote whether or not she will become our faculty advisor. We do not have to vote on it today, we can move it to after Thanksgiving; I would recommend that we do it sooner rather than later.

Dr. Fiedler: I would really love to be a part of your group and, hopefully, do a good job advising you as much as I can. I really love working with students, I told Karyn and Cole that on Wednesday. It’s something that I would really look forward to and, hopefully, you’re interested in me as much as I am in you.

President Church: Does the senate have any questions for her? I’m going to give it over to James and Diana.

James: The role of a faculty advisor is actually institutionalized or articulated in the SGA constitution, so it’s an important role and it’s one for us to be in compliance with our constitution, we need to make sure it’s filled. I think Dr. Fiedler will be a fantastic addition. I’ve known Stephanie to be very thorough and a great advocate for students.

Ex-Officio Forbes: I make a motion to appoint Dr. Stephanie Fiedler as our new faculty advisor.

Treasurer Hensley: I second that motion.

President Church: All those in favor of finalizing Dr. Stephanie Fiedler as our faculty advisor? Congratulations Stephanie we’re happing to have you on board and we’re going to be happy to have you as our faculty advisor!

v. SFAC

Ex-Officio Forbes: The biggest part of what our committee is doing is setting up this informational meeting for SFAC. This meeting is going to require for every club to attend if they plan on asking us for SFAC funds this spring. Zeke will be returning sometime early January; he will be informed of the decision of the date that we will be choosing today. We will have to do the meeting over zoom and all of the clubs will be required to attend, we’ll do a roll call and they’ll tell us what they do. We asked that they have at least one advisor , preferably two, and student representation (ex. Club president) that is required to be there. We will go over the application process and we’ll go over what SFAC is, what we need from them, what their presentations are going to look like, what our process is during deliberations, and then how it come out on the other end as far as when they can get their fees. We will also have our own training, but the training that we’re picking a date for today is the overall training that everyone is going to be involved in. What date do we go back to school in January?

Diana: January 19th.

Ex-Officio Forbes: From what I remember last year, that first Friday back, we had a meeting and the next Friday we had this meeting. If we follow that same schedule, we will be hosting the SFAC meeting on January 29th. Does anybody have any issues with that? If everyone is okay with January 29th as the date for the SFAC meeting, I’m going to draft an email to all of the clubs and letting them know the date of the January SFAC meeting. Zeke will be included in the email so that he is on the same page when he comes back.

President Church: Concerning sports, this is a specific date, the 29th, which cannot be missed. If there is a school-sanctioned event, it is going to be an immediate deduction because of how big it is. There is no way to be excused from this. The unexcused absences don’t end this semester; they roll over; so three unexcused absences across the board for the year is a deduction.

Ex-Officio Forbes: I want to say we help this meeting last year at 2:30pm?

President Church: We held that meeting from 2 -4pm, we’re most likely going to have it from 3 -5pm. Unless there is extreme pushback from the clubs, it will more likely than not be from 3 -5pm.

Ex-Officio Forbes: We will be doing roll call at this meeting and I will be coordinating with Zeke and Diana to get informational packets to clubs and advisors. If they do not attend that meeting, they are not allowed to ask for SFAC funds. I will schedule that meeting via zoom for Friday, January 29th from 3 -5pm. Sam, do you have any questions since you’ll be the one running SFAC?

Treasurer Hensley: I do not; we haven’t actually sat down and talked about it yet.

Ex-Officio Forbes: Whatever the clubs present to us and their reasoning of why they need the funds is what the funds are required to be used for. If a club asks for funds for a trip and they don’t get to go, those funds go back into the SFAC funds; these funds are from student activity fees. There’re three different organizations that have set funds including us.

President Church: (Answering Jolee’s question from the chat) As far as the meeting, we could easily move it if it was not working and not plausible for most everybody to come. The problem with moving that specific meeting and that time frame is that it still doesn’t compensate for the meetings on Friday that we have to have, so every Friday next semester, come March, is going to be days that we sit down and listen to folks argue heir case for why they deserve x-amount of funds. Those meetings cannot be missed. My answer is yes, it could be moved, but it doesn’t compensate for the other Friday’s that you would possibly have to miss.

Ex-Officio Forbes: I will have that email out no later than the end of this semester and I will bring a draft of it to the executive committee on the 2nd.

President Church: The point of SFAC season and the point of being elected to your schools is for being advocates as well as having an equal amount of voice per club/ school. With that being said, I am putting out the expectation that we will be able to fill spots with an emergency election. I will have a better outline of what schools are represented and what schools aren’t. If you have friends or know of people who would want to join, they would get the stipend, they would be known as a full-fledged senator, but we will look into doing that to ensure equal voice across each school.

1. Ex-Officio Forbes: I make a motion to adjourn today’s meeting.

Treasurer Hensley: I second that motion.

Meeting Adjourned.