Minutes

General Body Meeting Spring 2012
February 23, 2012

Carnegie Mellon University
UNDERGRADUATE STUDENT
SENATE
CMUSENATE.ORG | STUDENT-SENATE@ANDREW.CMU.EDU
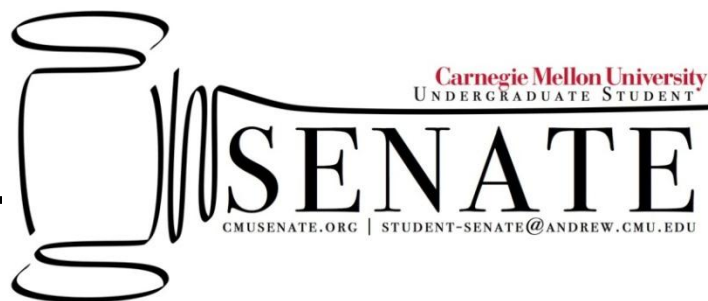
	Senators Present	Senators Absent
CIT	Alyssa Danesh (2 absences)	
	Anshul Dhankher	
	Mala Shah (2 absences)	
	Sohini Roy (0.5 absence)	
	William Elmore (0.5 absence)	
	Ashley Dickson (3 absences)	
	Joshua Yee (1 absence)	
	Brian Ferri	
	David Zhou (1.5 absences)	
	Mariah Ondeck (1 absence)	
MCS	Ashley Reeder (3 absences)	
	Neha Chaurasia (2 absences)	
	Rafael Segal (0.5 absence)	
	Lukas Ronner	
CFA	Jonathan Mark (2.5 absences)	
	Nikhil Sambamurthy (0.5 absence)	
	Travis Rozich (0.5 absence)	
	Brian Kim (2 absences)	
TSB	Rishi Patel (1.5 absences)	
HSS	William Weiner	
	Bryan Wade (0.5 absence)	
	Nancy Brown (1 absences)	
	Seth Vargo (0.5 absence)	
	Mike Shin	
	Jalen Poteat	
	Jack Butler (0.5 absence)	
SHS	Joseph Vukovich	
SCS	Amy Quispe (3.5 absences)	
	Daniel Pomeroy (2 absence)	
	Joseph Choi (1 absence)	

5:05 – Approval of Agenda and Minutes

- Motion to Approve Agenda and Minutes. Seconded by Anshul. Voice Vote. Motion Passed

5:06 – Committee Reports

- **Academic Affairs**
  - [Bianka] Talking to administration about improving the university lecture series by bringing in cooler speakers. Also talking about changing up Stuco
- **Business Affairs**
  - [Anshul] Meeting Mondays 6:30pm.
  - [Anshul] UC survey for 2nd floor space issues will be ready by next week.
  - [Anshul] SAC survey by Dan was sent to senate, make sure to fill it out.
  - Talking with Housing/Dining about having free laundry machines in Oakland residence halls
  - [Anshul] Computing Services feedback session, we're discussing printer maintenance as well as new locations for printers.
  - [Jalen] Last Tuesday we made a tour of all bike racks on campus. Made notes of their location, replacing rusted bike rakes and potentially getting new material (stainless steel)
  - [Anshul] GSA has some funding for bike racks.
  - [Anshul] Health Campus Committee meeting is coming up and Bookstore SAC next Tuesday
  - [Andrew S] My impression is that the computing services feedback session is for people who don't already have a venue to talk to them. In the future, we should just directly talk to them for issues
  - [Anshul] I agree, this just happens to be a good opportunity for us to bring up issues as well
  - [Alyssa] Is there a timeline for bike racks?
  - [Jalen] No timeline yet, only a preliminary meeting
  - [John] Dan, Lydia and myself met with computing services, they're very receptive to feedback by email, this feedback session is a supplementary event – there will be a chocolate fountain and food!
- **Campus Life**
  - [Rishi] John Mark will be branding the earplugs soon
  - [Rishi] We've finalized the game room budget, buying things this weekend. UC doesn't want WRCT to install it, they'll have private contractors instead.
  - [Rishi] Looking to purchase new and improved water fountains for UC 2nd floor gym and skibo gym. They're around $2000 each
  - [Jalen] It was quoted at $900 to purchase and $1000 to install, but I saw cheaper prices online
- **Communications**
  - [Alyssa] Gavel launched last Friday and we got some useful feedback. Make sure to look it over and let me know of new initiatives. For next issue of the gavel, we'll

highlight a senator, have one main article, cut Comm and ID since it's more internal, and have all finance allocations on the gavel.

- [Alyssa] We ordered 1000 plaid stickers, and purchased 8x12 ft. plaid banner, primarily for AB tech so we can get recognition. Additionally we're purchasing a 3x4 ft. banner for events that are sponsored by our allocations. This is a hands-off way for us to get more recognition.
- [Alyssa] Sign up for hot chocolate Fridays.
- [John] We should get up on stage when AB brings people up for Spring Concert, good PR opportunity
- [Alyssa] We can look into that
- [Jack] How will we enforce groups actually using the 3x4 banner for events?
  - [Alyssa] Still working on the details but hopefully by signing it out, groups will actually use it
- [Andrew S] The banner won't be used for Spring Break trips. Also, I don't think enough people know about the printer in Doherty initiative
- [Alyssa] That project should have been completed a long time ago. A senator left before it could be completed
- **Finance**
  - [John] SIFE and AB tech motions today
- **Internal Development**
  - [Ashley R] Good job with the task sheet, indicate date completed so we know what's going on.
  - I hope you've schedule mentor/mentee meetings already.
  - This Saturday John is organizing a trip to Sweeney Todd and a small gathering afterwards – 2 tickets are left
  - [Rishi] Presentation on bylaws for new senators?
  - [Ashley R] yes a presentation was given a couple weeks ago
- **Chair Report**
  - [Will W] Port Authority Hearing this Wednesday 8am-8pm. It seems more appropriate for only a few reps to go.
  - [Will W] Elections timeline for next year – I urge all non-seniors to run again, info session this Monday at UC Dowd, everyone needs to get petitions again. Executive roles need 100 signatures from any college. Rules meeting on March 5th which is mandatory for exec positions. You have a few weeks to campaign and elections will start March 11th – April 3rd, meeting on April 4th to ratify the elections
  - [Carlos] We are trying to launch online petitions this year, hopefully launching this week so watch the website
  - [Will W] Elizabeth Vaughn will talk further about CollegiateLink. We'll need to put forth a motion for next year's Senate

CollegiateLink – Liz Vaughn

- I would like to update everyone on progress for the past 2 weeks as well as show some screenshots/demos
- **Updates**
  - We are in the midst of many technical meetings. We're working with 4 offices to make sure it's appropriate in terms of security and functionality: Enrollment services for issues such as FERPA, Identity Services for authentication (single sign-on via Webiso), Information Security Office to make sure data in the hosted environment is secure, and Oracle Financials so we can import their data into the system
  - Lots of technical details need to be worked out. The final step is working with information security office to determine adequate 3rd party testing
  - Need to meet with SDC and GSA concerning financials
  - Timeline - goal is to have a contract by March, the only thing that may hold it back is the Information Security Office testing. Spending April-June working with CollegiateLink consultant who will get to know us inside and out – then design/customize the site to our needs. We want to ensure that membership management and budgeting is launched in year 1.
  - CollegiateLink has 2 different versions to help with the allocations process: 1) online forms 2) excel option. Both are available to Senate, GSA, and SDC right from beginning.
  - The JFC process is more complex due to the volume of budgeting that they handle and requires Collegiatelink building a database for us from the ground-up
  - [John] Will this be in the contract?
    - Yes, the deadline as well as continued efforts to evolve the product will be in the contract. Worst-case scenario we use budgettracker for one more year for JFC
  - [John] Is it possible for JFC input for this?
    - Yes, we want to make sure all the right stakeholders are in the room when we're talking to our point of contact
  - Soft launch in summer (mid-June) for first round of players (staff, RA's, CA's, HOC's, orientation staff) in order to embed the culture of using this system right from the get-go
  - We anticipate retiring orgtracker this summer, the bigger question is whether budgettracker will be retired
  - In early August, full rollout to campus kicked off by a lot of training – bringing collegiatelink to campus and opening to all student organizations, greek life etc.
  - [John] how is this benefiting everyone on campus and not just student activities

- We are envisioning this as a comprehensive solution. Residence halls have profiles, Greek Life will have profiles
- Future capability that we haven't looked much into yet include elections, id card swiping services, co-curicullar transcripts, and learning outcomes
- [Carlos] Will these co-curricular transcripts be public?
- [Liz] No I do not believe it's public, but you may have the option to make it public
- [John] is this social networking? Is it marketed that way at all?
  - That's not how we've been thinking of it. There are definitely aspects of social networking in it. I'm sure you'll be more comfortable after I show you the demo
- **Screenshots/Demo**
  - [Dan] Is the goal that every student is using this regularly?
    - Yes, hopefully this is something to check on a regular basis because of its utility for everyone, not just organization leaders
  - [Jack] For the bulletin board, there are many student orgs promoting events – how does it decide which ones get put on the bulletin board
    - private events will not show on the bulletin board
    - [Will W] There's functionality where you can choose what you can and can't see on the bulletin, there are ways to sort by date or interest
  - [Alyssa] Will every organization will be required to make a page and how will users associate themselves in this system?
    - Org pages will be imported from orgtracker. As for who's affiliated to the page, org leaders can add members and people can request to be a part of the org which can be approved by the admin
  - [Andrew S] How are people accessing the system?
    - it's a web platform, everyone will log in through a URL
  - [Jalen] Is there a mobile app?
    - I think they're working on it but the company hasn't explicitly stated anything
  - [John] how new is this system?
    - It's in use in a lot of universities
  - [John] What were the disadvantages of the other systems that were pitched?
    - [Will W] the others were far less customizable, made for more faculty/staff-driven process. CollegiateLink gives more control to students and has the backbones for JFC
    - [Will Zhang] there's no comparison to the other ones really
    - The CollegiateLink interface is also much better
  - [John] What's a specific number that you're looking for from us?
  - [Liz] DoSA is covering this fiscal year's cost and 50% thereafter. We are asking GSA, SDC, and Senate to cover the other 50%.
  - [Will W] Let's talk about that at the end after the presentation

- For financials, you can see transactions from Oracle Financials which will be updated weekly, they are offering an automated way for folks to see financial budgets in the future
- [Neha] Who would have access to this information?
  - It depends on the organization – maybe President, e-board or faculty advisor
- [Andrew S] Is there blackboard integration?
  - no talks yet about blackboard integration yet but we are talking about R25 (spacequest) integration
- [Rishi] Can JFC reps get access to the club's information?
  - These are detail that we can talk to the CollegiateLink consultant about
- [Andrew S] What is the process to have group recognized?
  - Some process exists to get groups a profile
- [Alyssa] If you're not part of an org, can you go to org page and "like" or "subscribe" it so fliers can go to the bulletin board?
  - I'm not sure of that level of detail
- There is Facebook integration, Google calendar integration, photo galleries,
- [John] Point of information, they already have a mobile site
- **Costs**
  - The cost for next year is $11,000. We are looking to Senate, GSA and Senate for 50% of the cost
  - [John] Motion to recommend allocating 25% of CollegiateLink cost from senate operations for fiscal year 2012-13. Seconded by Jack.
  - [Alyssa] what does "recommend" mean
  - [Will W] we can't manage next year's budget, we can strongly recommend next year's chair and finance chair to allocate this amount. It's not binding but it's a step in the right direction
  - [Alyssa] Do you think 25% is paying too much?
  - [John] GSA will not allocate as much
  - [Willie] I think we should use the student activities fee for something active, I'm not comfortable using activities fee for this.
  - [Will W] FYI we are currently already paying a good amount for budgettracker and CTO
  - [Vivek] Are we looking for 25% or $3000?
  - [Will W] 25%
  - [Jack] As Senate, it's our job to do things for student activities and facilitating a new way to find out about activities is a good investment
  - [Carlos] Is there an API?
  - We haven't had too many conversations in-depth about API but Collegiatelink definitely wants to partner with students

- [Carlos] Let's do elections on collegiatelink? I need something to do for the next 3 years
- Motion to recommend next year's senate to allocate 25% to CollegiateLink. Secret Ballot. 24-2-1. Passed

6:02 – Special Allocations
- **AB Tech**
  - **Finance**
    - [John] This is not a special allocation. AB Tech is working with student activities to install a permanent sound system in UC Kirr Commons. They currently charge $65 for late-night events and a lot of labor is involved me move equipment there every late-night. Phase 1: install speaker systems to bring costs down for groups, if that's successful, move onto phase 2: self-serve option, get mic/cables from infodesk and plug-in ipod from info desk. Consider this an initiative that we support w/internal funds
  - **AB Tech**
    - [AB Tech] We were thinking of going straight to phase 2. This way, there's no labor cost to AB tech, self-serve. Makes $300 late-night budget more powerful since $65 won't be used for AB Tech. There will be no wires on the walls. Campus Life is in full support of this project but it's not possible given their current budget. A lot of different orgs will benefit from it and it will become a fixture of the UC
    - [John] Motion to transfer $4450 to campus life budget. Seconded by Bianka.
  - **Discussion**
    - [Andrew S] I see this as a PR opportunity for Senate. Also, is it safe for any group to pick up this equipment?
    - [AB Tech] All parts are nailed to the wall except the cable and microphone. They will not be usable at all times. We will still filter event requests so there won't be random noise.
    - [Lukas] How do you prevent people from plugging something in anytime?
    - [AB Tech] We'll filter the event requests and info desk will know whether there should be anything playing
    - [Jack] Where will it be exactly?
    - [AB Tech] On UC 1st floor. It'll be on the 2 columns between the revolving doors. The location has been approved
    - [John] We shouldn't be worried about theft. AB Tech has the most capital goods out of all orgs and they have a good track record.
    - [Rafael] How much money will this save?

- [AB Tech] $65 per late-night – we service about 20 late-nights a semester. This saves energy on our part and for larger-scale events that require additional equipment, it will be cheaper and more convenient
- [Rishi] Is there any capital equipment that you can sell?
- [AB tech] This is not an AB Tech purchase, we're just administering it through the UC Center
- [Ashley R] Call to question. Motion to allocate $4450 from special allocations to campus life budget. Hand vote. 21-1-2. Passed.
- [AB Tech] Are you interested in a banner saying "funded by student senate"
- [everyone] YES!

- **SIFE**
  - **Finance**
    - [John] I messed up. The $900 they came to us is correct; however, there are still some financial problems with SIFE that need to be addressed
    - [John] New finance motion to allocate $1950 which is our metric for 15 people going towards SIFE Panama trip. This is for the sake of continuity so we shouldn't go back on our spring break policy
  - **Questions:**
    - [Willie] How is this different from global medical brigade?
      - [John] For GMB, the calculated travel metric was less than what was allocated in the JFC budget
    - [Willie] Let's review what we're specifically funding again
      - [John] We are supporting the planes tickets for each member
    - [Ashley R] This is being consistent, we're right to move forward with this
    - [John] Ashley Reeder is part of "Men of Finance"
    - [Lukas] Have we been using the travel metric as a minimum or maximum amount?
    - [John] It's been the baseline precedence and we then look at extenuating circumstances
    - [Lukas] Where is the extra money coming from?
    - [John] as I understand it, last week's motion was voted down to $0 because we believed SIFE was not truthful about their budget, ultimately I messed up the numbers
    - [John] Alice in SIFE is making a big effort in making sure everything in JFC is being executed properly
    - [Willie] Call to question. Motion to allocate $1950 to SIFE. Hand Vote. 23-0-3. Passed.
    - [Will W] We already talked to them and apologized

6:38 – Points of Discussion

- [Will W] Port Authority meeting next Wednesday, anyone care to join me? If not, I'll represent you. Estimating over 2000 signatures.
- From the gavel, we got some cool feedback so keep telling people to pick them up
- I'm going to write a leadership perspective on the Tartan for the midsemester report
- [John] anyone who signed up for a Sweeney ticket, come on Saturday! 2 tickets left!
- [Will W] Excomm is talking about a large-scale event. Carnival cooldown? Big campus-wide BBQ? We're thinking middle of semester since it's a miserable time between spring break and carnival

6:40 – Announcements

- [Will W] Hot chocolate Friday! Computing Services
- [Will W] I'm running for Student Body President

6:42 –Motion to Adjourn