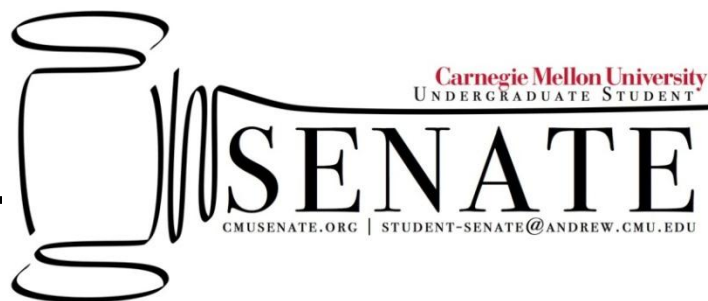


Minutes

General Body Meeting Spring 2012
February 09, 2012



	Senators Present	Senators Absent
CIT	Alyssa Danesh (1 absence) Anshul Dhankher Mala Shah (2 absences) Sohini Roy William Elmore (0.5 absence) Ashley Dickson (3 absences) Joshua Yee (1 absence) Brian Ferri David Zhou (0.5 absence) Mariah Ondeck (0.5 absence)	Bryan Spencer (3.5 absences)
MCS	Neha Chaurasia (1.5 absences) Rafael Segal (1 absence) Lukas Ronner	Ashley Reeder (2 absences) Fermin Liang (3.5 absences)
CFA	Nikhil Sambamurthy Travis Rozich Brian Kim (0.5 absence)	Jonathan Mark (1.5 absences)
TSB		Rishi Patel (1 absence) Dixon Liang (3 absences)
HSS	William Weiner Bryan Wade (1 absence) Nancy Brown (1.5 absences) Seth Vargo Mike Shin Jalen Poteat Jack Butler	
SHS	Joseph Vukovich Andrew Biar (2 absences)	
SCS	Amy Quispe (3 absences) Daniel Pomeroy (1 absence) Joseph Choi	

5:04 – Approval of Agenda and Minutes

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

5:04 – Committee Reports

- **Academic Affairs**
 - [Vivek] Meetings on Tuesdays at 8pm
 - [Vivek] Talking with Thomas Rainey about a collaborative recruitment drive
 - [Vivek] Meeting next week to figure out textbooks for the library
 - [Vivek] Meeting with John Papinchak to discuss university calendar and registration
 - [Vivek] Brainstorming ideas for publicizing the University Lecture Series
- **Business affairs**
 - [Anshul] Meetings on Mondays at 5pm but rescheduling for the new senators
 - [Anshul] Meeting tomorrow at 5:30pm regarding biking issues, the table sharing idea that was piloted in Ginger's is being supported by Tazza D'oro. Surveying for UC 2nd floor space issues will begin next week.
 - [Anshul] We are starting an initiative to centralize all reports from SAC meetings since a lot of information keeps getting lost or mixed up.
 - [Anshul] We are also looking for new projects
- **Campus Life**
 - [Will W.] Earplugs are in for the library and we're looking to put our logo on it
 - [Jalen] We are talking to Computing Services about the Mudge printer. We're doing something about the lack of power outlets on UC 2nd floor, maybe moving them closer to the tables. We are also ensuring Plaidcash works on all vending machines
- **Communications**
 - [Alyssa] Gavel launch on 17th – we are waiting on reports from committee chairs. We will be passing them out while handing out hot chocolate.
 - [Alyssa] We're getting a new tablecloth. The first option is plaid, the 2nd is black and we decided against white since we'll spill on it. Plaid might cost a lot and we can't buy plaid from bookstore.
 - [Alyssa] Hot chocolate this Friday. I've emailed the 9:30am people.
 - [Alyssa] New senators – Seth will send an email asking for your information so we can put it up on the website
- **Finance**
 - [Joe] 3 allocations: AKPsi, Ski Club and Orphanage Outreach
- **Campus Life**
 - [Will W.] Senate task sheet has been created, please fill it out
 - [Will W.] Setting up senate mentors for new members so that they can get acclimated to senate life/culture
 - [Will W.] Thinking of possible activities for Senate to do together. Possibly bowling. Alyssa wants Karaoke
- **Chair Report**
 - [Will W.] We'll be talking more about Port Authority
 - [Will W.] Will Zhang is still looking for members for CoSO

- [Will W.] JFC process begins on Monday – let officers of orgs know that budgets are due Sunday night
- [Will W.] Activities fee project – We think there is value in raising the activities fee so Exec will be investigating the issue and have a referendum for next Fall
- [Will W.] PSGC (Pittsburgh Student Government Council) talked about Port Authority cuts. There are rumblings that the tuition tax may come back. StopPATcuts.com has been created and is a website that mails messages to the governor, local representatives and transportation committee. Everything is in place so let's spread it around the community

5:18 - CollegiateLink

Presented by Liz Vaughan – Director of Student Activities

- [Will W.] Senate will help to fund this and we will be voting on the allocation in a couple of weeks. Liz will be introducing you to the initiative:
- [Liz] A steering committee was created for exploring organizational management platforms. We currently have Orgtracker and Budgettracker, however functionality is limited and what we envision is beyond the capabilities of these systems. There is also a sustainability issue since we've seen at least 3-4 rewrites of orgtracker in the past 8 years which means we keep taking steps backward. Ideally the system should address the crucial issue of officer transition for organizations to remain strong
- Another challenge is that current systems only allow recognized groups to use them which limits the users of the applications
- We've conducted a 6-month long exploration process to find out if a new organizational management platform is right for this campus. Students were heavily involved in the steering committee, but there were no female students on the committee. A diverse set of groups such as Greek Life, Student Government and graduate students were represented. To a lesser extent, staff and faculty input was examined and they attended demos of the system since it may support areas such as IM sports, alumni association, Greek Life, Residence Life and more.
- Identified membership management and budgeting as the key areas of focus. Identified 3 companies who demoed with us and it was clear that CollegiateLink stood out above the rest in terms of functionality, feel, and company culture fit with our campus.
- We did some deeper investigation and started the review process with Computing services to make sure it's compatible/compliant with our campus policies and technology
- **Membership management**
 - Unlimited number of profiles, authentication with Andrew ID
 - Unlimited profiles of groups as well as individuals

- Roster management tools, robust communication tools, interfaces with group emails, social networks, mailing lists, texting functionality, document management for transition issues
- Everything is very integrated
- There is the ability to do elections which can be used for student elections in the future
- **Budgeting**
 - Most day-to-day budgeting for groups can be done through the system except for the IRS regulation that requires receipts. Can send money requests, acceptances and status updates. Our staff can process requests in Oracle Financials and indicate when the transaction is completed. All financial requests from previous years is kept and a financial history of the group can be built
 - CollegiateLink can interface with Oracle Financials and allows us with ease to download weekly reports from Oracle Financials that can track purchases and current balance
- **JFC Allocations**
 - CollegiateLink did not completely meet our needs for JFC allocations since it does not provide a database; however, they've committed to develop a database for us. A database will allow more reporting and analytics
 - This could potentially be used for other special allocation processes like Senate allocations
- **Organizational culture**
 - The company is genuinely interested in partnering with students. They have an API architecture. The people who work there have a background in university administration and understand the college environment
 - Security: Single sign-on through Andrew ID, strong privacy controls, lots of setting options for admins and users
 - Collegiate Link will import current data from Orgtracker and Budgettracker
- We're envisioning this as a comprehensive extracurricular hub. Academic departments can also be represented. This makes it a single place to figure out "what's my niche on-campus". CMU is currently decentralized and we're centralizing all these opportunities
- Student government processes can be run from this system, allocation board, jfc allocations, elections, etc. Students can get accustomed to using just one system
- **Project Timeline**
 - We are now in the budget-seeking phase as well as heavily involved with talking to Computing Services
 - We'll have a full contract by mid-March – move into development phase in April – June

- Initial launch will be in mid-June to get key stakeholders on board such as Student gov, Orientation and First-year housing
- Full roll-out at beginning of academic year accompanied by a full-day of training
- We are looking to launch in mid-March so costs will be crossing fiscal years. The cost is around \$11,000. The division of student affairs has committed to contribute 50%. We are looking to Senate, GSA and SDC for the other 50%
- We will also need next year's Senate to build in money for the budget for this initiative
- **Questions**
 - [Alyssa] Is this for everyone on-campus?
 - [Liz] Yes, this is very comprehensive in nature
 - [Anshul] Has this system been tried in other schools?
 - [Liz] A couple thousand other schools use this including Case Western, Villanova, UVA. It's used in a wide range of schools
 - [Dan] why is it being funded from student activities fee and not something separate?
 - [Liz] Putting a new fee into place is a very long and complicated process – this will simply be an extension of what already exists and is supported by student gov dollars. It makes sense since everyone will be involved and we are effectively utilizing current processes
 - [Vivek] What kind of support options will CollegiateLink provide?
 - [Liz] They provide maintenance support, pretty expansive web/phone support, and we will have a personal consultant from their team. They will be pushing out updates constantly
 - [Vivek] Where is data stored?
 - [Liz] It will be a hosted environment which from our perspective is better since the company is not accessing our data/servers
 - [Jack] Can you quantify how successful it's been at other schools? I'm worried that students won't buy in to using the system regularly.
 - [Liz] Our plan is to build relationships with other schools to talk about how they rolled out, the marketing campaigns and training sessions. The level of success is tied to the level effort of the on-boarding process
 - [Travis] When will first-years be able to use it?
 - [Liz] The hope is to have first-years using it over the summer before they step on-campus
 - [Andy B.] What will be the continued maintenance cost for further fiscal years? Will this cost come to senate in the future?
 - [Liz] We pay an annual fee. There is a cap on how many percentage points the annual fee can go up. Our hope is for continued partnership with governing

bodies. In the long-term we will look for support from other sources, but we will be relying on the Division of Student Affairs, Senate, GSA and SDC for now.

- [Will W.] I can present a small demo of the system next week

5:56 – Special Allocations

• AKPsi Corporate Networking Dinner

• Finance

- [Joe] Event took place on Feb 7th right before EOC. They spent \$600 for food. The total group size was 82. They capped the number of brothers to make sure the event wasn't for themselves but for the student body as a whole, we are recommending \$600.

• AKPsi

- [AKPsi] There were 10 recruiters and around 60-70 students came. It was successful and we're planning a larger one next year in Rangos. This event was a pilot for bringing networking to CMU and the Career Center was very enthusiastic about it after the event

• Questions:

- [Mariah] How many brothers attended?
 - [AKPsi] 30-40

• Discussion

- [Anshul] It's exciting that this pilot event was successful and will be a precedent for future events
- [Andy B] I second that, networking is important
- [Alyssa] Call to question. Motion to allocate \$600 to AKPsi. Hand Vote. 21-0-2. Passed.

• Orphanage Outreach Spring Break Trip to Dominican Republic

• Finance

- [Joe] This is an unexpected cost. They had to change flights last-minute and lost a \$1500 booking fee. They've also done some great fundraising work

• Orphanage Outreach

- [OO] The orphanage had to change the time for picking us up which meant we had to spend an extra night at a hotel. Changing flights was cheaper than staying an extra night at the hotel

• Questions:

- [Alyssa] What kind of fundraising have you done?
 - [OO] We've done a ton of fundraising partnering with businesses such as Phi Bar, Five Guys, and Pamela's

• Discussion

- [Alyssa] It's in the nature of special allocations, I've no problem funding this
 - [Anshul] Call to Question. Motion to allocate \$1500 to Orphanage Outreach. Hand Vote. 21-0-2. Passed.
 - [Vivek] Let's keep in mind that we are spending money at a fast pace
 - [Joe] The Finance Committee is aware of this and we've been evaluating all requests on a strict basis, for example we had to turn down Triple Helix since we believe they did not pursue enough alternative funding sources
- **Ski Club**
 - **Finance**
 - [Joe] They go skiing about 6 times a year. They would like to increase the subsidy per student per trip, but it's a significant amount of money with an almost negligible impact on the subsidy per student. It is not an unexpected cost and JFC did not fund them for this increased subsidy. We are recommending \$525 to take two buses for the ski trips instead of one. They should have no problem filling up the spots so the event will be larger
 - **Discussion:**
 - [Carlos] I think this is a good idea, they probably will sell out
 - [vivek] There's frustration from students with not getting tickets
 - [Andy B.] Call to question. Motion to allocate \$525 to Ski Club. Hand Vote. 22-0-2. Passed.

6:12 – Points of Discussion

- [Rafael] I asked the Facebook page for what Senate should work on and I think we need a way to communicate more clearly what we are doing to the public
 - [Will W.] That's the purpose of the website and I've been updating it pretty frequently
 - [Jack] The gavel will be a good way to relate information
 - [Bryan W] I'm surprised by how many people outside of Senate read the minutes
 - [Will W.] Everyone 'like' the Facebook page! Send it to your friends, we put out a lot of information there
 - [Alyssa] if you post something to your status, it works, I posted port authority cuts article to my status which garnered lots of attention
 - [Travis] On cmusenate.org, can we get a feedback/comment form on the website?
 - [Will W] Yes I think it is worthwhile to add a feedback button
- [Will W.] Christina Graham would like to be a member at large.
 - [Will W.] Motion to vote Christina Graham in as a Member at Large. Seconded by Mike.
 - [Dan] Motion to vote by unanimous consent. Passed. Congratulations Christina!

- [Rafael] Excomm has not been getting back to me regarding updates for the gavel
 - [Willie] You should ask other senators for their personal initiatives for the gavel as well
 - [Rafael] We are working with less than a letterpage. Space is limited and committee chairs are only getting 140 characters. Feedback from past gavels was that it was too dry so we want something concise that puts things on the radar,
 - [Ashley D] The short one is good, if it's long, people will not read it

6:18 - Announcements

- [Will] Come to hot chocolate!
 - [Anshul] Computing Services is trying to get feedback on everything they're doing, feb 28th 3:30-6pm in UC Conan. Help them out and bring your friends.
 - CIT senators, meeting tomorrow at 4pm to talk about how we're setting up for the CIT late-night event
 - [Ashley D] Who plans the late-night, there's a CIT ball and late-night on the same night?
 - [Anshul] That was an internal mistake by the CIT Dean's office
- [Will] Town Hall meeting this Tuesday 4:30-6pm

6:25 - Adjourn