SGA Senate Meeting
20 September 2011
CC 103/104 7:00 – 9:00 PM

I. Call to Order 7:00

II. Roll Call
   a. Members absent: Josie Brown, Madeline Smart, KeQin Li, Jesse Kline, Melody Setoodehnia, Gussie Gronquist, Yuna Kim
   b. Quorum met

III. Presentation on Parliamentary Procedure - Julia Jones (jwjones@smith.edu)
   a. Set of rules that allow groups to get through meeting in an organized fashion
   b. Originated in early English parliament
   c. Used by many groups including Senate
   d. Agenda- way to organize time; list of tasks
      i. Typical agenda
         1. Call to order
         2. Minutes
         3. Unfinished business carried over from last meeting
         4. New business- email Mohini, Julia, or Mary to submit
         5. Announcements
         6. Adjournment
   e. Quorum- term that means the number of voting members present
   f. Motions
      i. Speak in affirmative ("I move that there be a trash can within every ten square yards on campus.")
      ii. Need to be seconded
      iii. Open to be debated
      iv. Five general types of motions
         1. Three most often used by Senate
            a. Main motions
            b. Subsidiary motions
            c. Motions that bring a question before the assembly
      v. Interrupting the speaker is not usually necessary
      vi. Speak clearly and concisely
      vii. Obey rules of debate
   g. Voting
      i. Senate generally uses a show of hands
         1. Adjournment uses either a show of hands or voice ("aye")
      ii. Abstention- a Senator must abstain if absent from the previous meeting
   h. Questions
      1. Can Senate use general consent?
         a. Yes, but it is rare.
      2. Can you call a question if the debate is not going anywhere?
         a. Yes, but sparingly.
      i. Chartering to be discussed at a later meeting
      j. Consult "The a-b-c's of Parliamentary Procedure" for more information

IV. Presentation of Committees
   a. Elections and Appointments Chair- Catherine Leung
i. Needs three senators who are not president or treasurer of a student organization
ii. Meetings are 7-9 on Wednesdays
iii. Major Duties
   1. Helping run Fall and Spring elections
   2. Implementing creative ways to get students involved and excited about the voting process

b. Sustainability Chair-Ali Zipparo
   i. Needs three senators
   ii. Will meet every two weeks
   iii. Food Day is October 24th (includes lectures, a farmers market, and a panel of prominent female agriculturalists)

V. "How the SGA Works (Or... Who Are All Those Deans)"-Rae-Anne Butera
   a. Board of Trustees (smith.edu/trustees)
      i. Who are they?
         1. Mostly female alumnae, but not all
         2. Two recent grads
            a. Last two years' former SGA presidents
      ii. What do they do?
         1. Make long term decisions about the future of Smith
         2. Come to campus three times a year (October, March, May) for meetings
   b. President of College (http://www.smith.edu/president/)
      i. Who is the President?
         1. Carol T. Christ- 10th year at Smith
         2. Appointed by Board of Trustees
      ii. What does the President do?
         1. Raises money for college/brings message of Smith to public
         2. Proposes long term solutions to Board of Trustees
      iii. Who are the senior administrators?
         1. Ruth Constantine, Vice President for Finance and Administration
         2. Laurie Fenlason, Executive Director of Public Affairs and Special Assistant to the President
         3. Patricia Jackson, Vice President for Advancement
         4. Maureen A. Mahoney, Dean of the College
         5. Marilyn R. Schuster, Provost and Dean of the Faculty
   c. The Provost and Dean of Faculty (http://www.smith.edu/deanoffaculty/about.php)
      i. Who is she?
         1. Marilyn R. Schuster
         2. Responsible for curriculum and faculty
   d. The Dean of College (http://www.smith.edu/doc/)
      i. Who is she?
         1. Maureen A. Mahoney
      ii. What does she do?
         1. In charge of
            a. Student affairs- Residence Life, Multicultural Affairs, International Students, Student Organizations, Disability Services, Office of Student Engagement, and Health and Counseling Services
b. Registrar’s Office  
c. Class Deans  
d. Student Financial Services  
e. Career Development  

e. Questions  
i. Who is the Director of the Office Institutional Diversity and Equity?  
ii. Pamela Nolan Young (http://www.smith.edu/diversity/index.php)  
  1. Senior staff member  
  2. Difference between Office of Institutional Diversity and Equity and Multicultural Affairs  
     a. Diversity/Equity- big picture  
     b. Multicultural- clubs and campus events  

VI. Elections  
a. Organizational Resources Committee (three Senators)  
   i. Mackenzie Blondin, Shreeya Rajanarayanan, Tiffany Peterson  
b. Curriculum Committee (three Senators)  
   i. Mercer Gary, Gloria Lee, Emilie Schwarz  
c. Elections and Appointments (three Senators)  
   i. Pragna Nadioo, Greta Stacy, Christa Chiao  
d. Sustainability Committee (three Senators)  
   i. Catherine Aguilar, Carletta Traylor, Hannah Giltner  
e. Diversity Senate Committee elections next week  

VII. Announcements  
a. Fall Elections- registration starts Friday  
b. Debate Society meeting this Thursday at 5pm in Seeyele 110 - email Mohini for more information  
c. Pamela Nolan Young and CCC have been asked about speaking at Senate  

VIII. Adjournment  8:59 pm