**SGA General Assembly Meeting Agenda**

**September 22, 2022**

I. **Call to Order**

Meeting was called to order at 3:40pm.

II. **Roll Call**

• We will be doing Roll Call at General Assembly meetings this semester. Make sure you are present for the first roll call at the beginning of our meetings, as well as the second roll call at the end of our meetings. If not present for both, you will not be counted present.

**Special Guest – Dr. Valerie Jones, LSC-CyFair President**

Before proceeding with the agenda, an important guest, LSC-CyFair President Valerie Jones, addressed the General Assembly. Dr. Jones shared a welcome and introduction. She shared that SGA students may feel free to come speak to her when you see her on campus, or to use your Student Government as a liaison to reach her or anyone in administration. She looks forward to meeting everyone.

III. **Approval of Last Meeting Minutes**

• Link to last meeting’s minutes: <https://www.lonestar.edu/student-government.htm>

 The last meeting’s minutes have been posted since April on the SGA web page and were available today at the check-in table.

* Chair called for a motion to approve April General Assembly meeting, as posted and distributed. Robotics Club moved to approve the minutes. PTK seconded. Motion passed.

IV. **Officer Reports**

 President - Judy Pham

• Introduction

• What is SGA? – SGA is here to hear student concerns and work with administration to make the college better for students.

• SFAC position notices – The Student Fee Advisory Committee (SFAC) helps to determine allocations of funding for Student Life and student organizations. We will be electing student representatives for the committee at the next SGA General Assembly meeting in October.

 • Confirmation of Officers - We were not able to fill all of our officer positions last spring in the normal application and voting procedures. Per the SGA constitution, open positions are appointed by the standing SGA officers and confirmed by the General Assembly. Therefore, in New Business at today’s meeting, we’ll be confirming the appointment of our Executive Vice President.

• Once this officer is confirmed, we have two open officer positions remaining, the Vice President of Records and Finances and VP of Outreach and Centers. We’ve received applications and are in the process of screening and appointing. We anticipate presenting an officer for confirmation at General Assembly meeting on October 21. We will now move onto a report from our Executive Vice President, Kayla Velasquez.

Executive Vice President - Kayla Velasquez

• Robert’s Rules of Order at SGA Meetings – Tips:

* Before speaking, wait to be recognized by the Chair (President)
* When making a motion, say “I move to/that…” Never say “I motion…”

• LSC Board Meeting Information: <https://www.lonestar.edu/trustees.htm>

Vice President of Records & Finances – Vacant (reported by Executive VP, Kayla Velasquez)

• Because this position is vacant, you are welcome to apply for the VP Records and Finances position on our SGA website.

• Budget for this year is $16,400. None of the budget has been used, therefore the balance remains $16,400.

•  All clubs fill out announcements and shout out sheet. Give them to me.

Vice President of Student Life – Chrischen Thompson

•  Introduction

• Upcoming Events:

- Monday, September 26 – Funday Monday: Empanadas and campus resources for evening students – 5:30-6:30pm – CASA/Bldg 5 by elevator (Evening & Weekends Program + Student Life event)

- Tuesday, September 27 – Terrific Tuesday: Empanadas – 5:30-6:30pm – Outside between ARTS/TECH (Student Life event)

- Wednesday, September 28 – Chicken & Waffles Skewers – 11am-1pm – The Quad (SAB event)

- Thursday, September 29 – 8-Ball Pool Tournament – 2pm – The Nest/Bldg 7 (Rec Sports event)

- Wednesday, October 5 – Viva La Vida – 12-2pm – The Bridge (SAB + LASO event)

- Thursday, October 6 – Dodgeball Tournament – 2pm – Pavilion (Rec Sports event)

- Tuesday, October 11 – Paint Your Rainbow – 11am-1pm – CASE Amphitheater (SGA event)

- Wednesday, October 12 – Ping Pong Tournament – 2pm – The Nest/Bldg 7 (Rec Sports event)

- Thursday, October 13 – Breast Cancer Awareness Cupcakes, Ribbons & Nail Color – The Bridge (SAB event)

- Tuesday, October 18 – One Up on Drugs & Alcohol Arcade – 1-5pm – The Nest (SAB event)

Vice President of Outreach & Centers - Vacant

Historian - Jennifer Tran

• Introduction

 • Please remember to follow us on our social media.

 - Instagram: lsccyfair\_sga

 - Facebook: @LSCCyFairSGA

• If any RSO has posts that you would want SGA to share on our social media please send it to

 Lsccyfair.student.government@gmail.com. Please have caption ready too!

Permanent Advisor - Dan Mitsven

• Introduction

• SAF Budgets for FY23 – Student Life and student organizations are funded by the Student Activity Fee (SAF), which is $2/credit hour. This fee no longer appears as a separate fee on student bills, and is rolled into tuition costs. This year’s budget is down by $205,000 from the buget the year prior to Covid. This is why RSO budgets this year are much lower than previous years. Question from student – Can this fee be raised? Response – That would require action from the LSC Board. The Board has been very conscientious about keeping tuition/fees lower. However, the cost of providing the services has increased significantly since the fee was introduced in 2003. The fee has never been increased.

• RSO Forms are due October 15 and 31

* The first form due is the Annual Registration form. Your club officers need to be elected before you can submit this form. – Due October 15
* Then each officer and advisor are to sign Officer Agreement Forms and Advisor Agreement Forms. Due October 15
* Fall Membership Roster form is due October 15. Note that there will be a Spring Roster Form due March 15. This is the only form that must be done twice/year.

- Risk management training is required every year for student organization advisors and officers. This is completed by each officer and advisor in D2L. Once officers and advisors have done the training, you need to do the member briefing (due October 31). There is a video on the RSO Forms & Resources page that can be used for the briefing.

\*Question from Rec Sports: If someone does not pass, do they have the opportunity to take it again? \*

 Dan: Yes – They can take it as many times as needed.

• Cy-Fest (October 22, 10am-2pm) – Volunteers are needed for the event. Student Life is sponsoring open game room in The Nest, selfie stations, and coloring Trick-or-Treat Bags upstairs in CASE. Also around campus will be several stations for families, including a pumpkin patch, train rides, live entertainment, and craft areas.

• The new Specialist III, Student Life, Emily Wade, will start on October 3. She will be the primary contact for student organizations and the NSLS chapter.

 • More info about SFAC electing member positions in the October meeting − The committee consists of 5 students and 4 faculty/staff. They are in charge of allocation of the entire Student Activity Fee budget for CyFair. The committee typically only meets once, maybe twice each spring. It’s not a big commitment of time, but is important.

Advisor - Marla Figueroa

• Introduction

• The Nest - We are having problems with students damaging equipment, moving furniture, and leaving a mess. We are closing ping pong tables for two weeks. Please clean up and move the furniture back.

 • RSOs – When you need room reservations, catering, etc., you must fill out and send a Logistics Request Form at least 10 business days in advance.

V. **Unfinished Business**

 • No Unfinished Business

VI. **New Business**

 •  Confirmation of 1 position that has been appointed by the Executive Committee: Executive Vice President, Kayla Velasquez. She was interviewed this summer by the standing officers and was selected for her passion in local government and professionalism.

* Velasquez was given 1 minute to share her credentials and why she should be confirmed as the Executive VP.
* Floor was opened for discussion, but there was none.
* Chair called for a motion to close discussion. Women’s Volleyball moved to close discussion. PTK seconded the motion. Motion passed.
* Chair called for a motion to confirm Kayla Velasquez as the SGA Executive Vice President. Political Science Club moved to confirm. Chess seconded the motion. Motion passed. Congratulations to Kayla Velasquez, officially as our new Executive Vice President.

VII. **Campus Issues/Compliments/Shoutouts**

• At all General Assembly meetings, you will have an opportunity to share. However, remember that SGA is not the “complaint department.” If you have a singular issue, you need to deal with it. SGA can try to facilitate communication when there are pervasive student issues and concerns on campus, or if there are needs that have been unmet.

• Political Science Club asked when is the expected opening of the deli in the cafeteria.

 − There was discussion on it at the last Board meeting. Our understanding is that the Board is still considering what route they are going to take with putting food options in the vending machines.

• Running Club asked for more funding and for help looking for new advisors.

− Budget has been allocated by the SFAC and will not change. It is up to the club members to find advisors.

• PTK: Does fundraising at Cy-Fest count as 1 of the 2 opportunities to fundraise this year?

 − It only counts if you’re selling something.

• Men’s Baseball: Are gym hours going to expand, like in the morning?

− No, there are classes held there in the morning. That is why they can’t extend the hours. Student life is also no longer in charge of the Fitness Center.

• Dance Department: Want the main stage for a show in December. Who can help get permission for the main stage?

− Someone already reached out and emails are being sent back and forth at the Dean level as we speak. Dan Mitsven suggested keeping the reservation in the Conference Center and using the dance floor.

• Women’s Volleyball: How would we go about deciding where the home games will be played?

− It has been decided.

• At large member: Can we build a gym or a space for sports?

− We would love to, however the reality is that building a facility would be a project that would require funding from a bond measure. In the past bonds, LSC-CyFair has not prioritized building a gym space.

• Political Science Club: Is there another way to submit campus concerns?

− On the LSC website, go to campus resources, follow the link, and find the complaint form to describe the concern.

• Political Science Club: How does the school feel about opening a clinic on campus (student was referring to health clinic)?

− None of the LSC campuses offers a health clinic. Student asked about a place to distribute over-the-counter medications. Response: There is a liability with giving out medications to students. There are medications available to purchase at the bookstore.

 • Robotics Club: Is interested in gathering contact information for all clubs, so to gather it all and pass it out to club members or people they know are interested in information, to increase visibility.

− Chrischen Thompson has some clubs’ information from the RSO meeting. Can be emailed over.

VIII. **Club Announcements**

• LASSO: Join LASSO!

• PTK: Just received approval for career expo. Opportunity for students to connect with companies. November 2 from 2-4pm, venue to be decided.

• Women’s Volleyball: First game against Lone Star College-North Harris on Wednesday.

• Tennis team: Game this Saturday at UH.

• VSA: Upcoming membership meeting September 28 from 3-4pm.

• SAB: Upcoming events: Wednesday is Chicken and Waffles 11-1 at the Quad. Next day SAB will be attending the South Central Regional Conference.

• LASO: Viva La Vida event from 12-2 in the Quad, in recognition of Hispanic Heritage Month.

• Chess Club: Meeting Mondays and Thursdays from 1-3, meeting CASE 208. You do not have to know how to play chess, they teach as well.

 • Political Science Club: Hosting a watch party for Texas debate September 30, CASA 110 at 7pm.

 • Singers Club: Meetings are every Thursday at 3pm in Art 106. Singing at CyFest on September 24.

 • Rec Sports: Men’s Basketball has their first home game this Friday at 7:30 against Texas A&M University Club Sport Team. Men’s Soccer has a game Saturday at Cullen Park at 10AM, playing against LSC-Montgomery.

 • CKI: Member meeting September 27 in the Falcon Room at 3 pm.

IX. **Adjournment**

• Chair called for a motion to adjourn. Chess Club moved to adjourn. Women’s Volleyball seconded. Motion passed. Meeting adjourned at 4:48pm.