Student Union Government Association
Meeting Minutes Bedford Campus
October 5, 2012

**Attendance:** C. Garcia, Y. Salazar, G. Davis, R. Muyanja, J. Hyung, M. Maguire, S. Som, Y. Benton,
L. Wooding, S. Aristizabal, S. Dejesus.

**Election:** Candidates for the position Chair in Lowell

- Rogers Muyanja
- Carlos Garcia
- Yvette Benton

**Winner:** Rogers Muyanja

Bedford Chair we only had one candidate to run for this position

**Winner:** Judy Hyung

Candidates for the position of vice chair in Lowell

- Yokaty Salazar
- Yvette Benton

**Winner:** Yokaty Salazar

Bedford vice Chair we only had one candidate to run for this position

**Winner:** Yvette Benton

**Secretary for Lowell/ Bedford**

- Lidiane Wooding
- Sally Som

**Winner:** Lidiane Wooding
Conference Review: Meet at the Lowell campus at 9 AM and Bedford campus at 8 AM. Please make an effort to be on time; otherwise we will leave without you. The CCLA Student Leadership Conference is at the Hampton Inn, Natick, MA. This program is to prepare student’s leaders to develop the knowledge and necessary skill to become a great leader.

Team Building Repetitive

- Meghan Maguire
- Rogers Muyanja

International Dinner: Schedule for the Thursday November 8, 2012 at 5:00 P.M.

Please volunteer to make a desert for their great dinner that honors Mcc: International Students. Anything delicious would be great. Sign up with Lidiane or (Maryanne Mungovan@middlesex.mass.edu)

Or step by the Multicultural Center.

Beacon: Remember to read the binder notes and take the Beacon test. (Probably 10 question) on part one.

Blackboard: Keep your eyes open for updates on Blackboard; Sugar will post some notes and events about campus activities.

Voting Recap:

<table>
<thead>
<tr>
<th>Motion</th>
<th>Amendment</th>
<th>Decision</th>
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<tbody>
<tr>
<td>Democrats Charter</td>
<td>none</td>
<td>Pass (9-0-0)</td>
</tr>
<tr>
<td>Criminal Justice Charter</td>
<td>none</td>
<td>Pass (8-0-1)</td>
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<tr>
<td>My Little Pony Friendship Magic</td>
<td>none</td>
<td>Pass (8-1-0)</td>
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I. Minutes Approval: April 24, 2013

II. Executive Updates

A. Chair

B. Vice-Chair- UCAN Charter

C. Treasurer- Budget Requests

D. Secretary

E. Advisor

II. New Business

A. FSA Committees: 2pm-4pm, once a month
   a. Sustainability (10/22 & 11/19) at 2pm
   b. Academic Standards (10/22 Library- Alcott Room & 11/19 Trustees House, Galvani) at 2pm
   c. Gen Ed (10/22 Bedford, Trustees House Galvani & 11/19) at 2pm
   d. FSA Monthly Meetings (2members) 10/31 (B) & 12/3 (L) at 2:30pm

B. SUGA Committees
   a. Clubs & Organizations
   b. Public Relations
   c. Finance Committee
   d. Awards

C. Club Liaisons
   a. See Club list in binder

D. Projects for the year

IV. Open Floor
Announcements:
10/23 Professional Day (No Classes) Student Volunteers Wanted, email barriop@middlesex.mass.edu (L)
10/26 Admissions Open House -9am-11:30am, Lowell Campus (2 SUGA reps for CLE table)
11/21 International Student Dinner, 5pm, Lowell Café (all attend)
12/3 Board of Trustees Meeting: Student Success, Nesmith House, Lowell (all attend)
Student Union Government Association

Meeting Minutes
October 26, 2012

Galvani Room, Trustees House, Bedford Campus

Opening:

The regular meeting of SUGA was called to order at 2:15 on October 26, 2012 in Bedford Campus by Judy Hung.

Present:

R. Muyanja, Y. Salazar Reyes, J. Hung, Y. Benton, L. Wooding, S. Aristizabal, S. Dejesus, C. Garcia-Martinez, M. Maguire, S. Som

I. Approval of Agenda

The agenda was previously approved as distributed

II. Approval of Minutes

The minutes of the previous meeting passed to Approve as distributed. [9, 0, 1]

III. Open Issues

1. Chair J. Hung introduced Castro who is a visiting member and hopes to be an officer.

2. Chair J. Hung opening remarks

   E-mail apology for any confusion. Asks that we work together to form a strong group; build good relationships, emphasizing professionalism. She would like build on and to keep up the good reputation SUGA has by working together with staff and school committees. She asks that all emails correspondence be in open forum for all SUGA members.

3. V. Chair Y. Benton, opens with an ice breaker: 2 Truths 1 Lie

   The ice breaker serves as a tool for group reinforcement.
4. S. Aristizabal presents request for New Orleans Fellowship Volunteer Trip and Bible Study Club.

   a. Fellowship to New Orleans request $2000 to help pay for ten students. The trip cost a total of $4800. The group of chosen students will work together to fundraise the rest.

      C. Garcia-Martinez motions for Discussion

      Y. Salazar-Reyes Seconds

      What are the suggestions from Treasurer about the amount being requested? The amount is fair.

      C. Garcia-Martinez moves to Approve

      Y. Salazar-Reyes Seconds

   Request Motion of $2000 for the Fellowship to New Orleans; Passes [10, 0, 0]

   b. Bible Study request $60 to make blankets and donate them. Treasurer explains that this club has never put in for a request in the past and that they are using the money for a donation.

      R. Muyanja motions to Approve

      C. Garcia-Martinez Seconds

   Request Motion of $60 to the Bible Study Club for blanket donations Passes [10,0,0]

5. Secretary Updates: None

6. Advisor Updates

   • Business Etiquette Class in conjunction with Paul H. Sullivan Leadership Institute: Please write a thank-you note to Mary-Jo Griffin for including SUGA, especially if you have expressed positive feedback.

   • Open House in Bedford Campus: 2 SUGA members are needed. S. Som will be volunteering.
- Trustees Dinner on December 4, 2012 at 5:30pm, Nesmith House, Lowell. All members will attend. Both chairs will present SUGA goals and work. S. Dejesus will let M. Welch know by Monday and Y. Benton will let her know in the following week.

- Hurricane Warning: Watch TV on Monday for safety and school closing.

- Fellowship to New Orleans and International Fellowships: please try to apply to just one. Remember that the New Orleans Fellowship makes student selection before the International Fellowship.

- Blackboard: Everyone has SUGA available on Blackboard now. This includes schedules of meetings and approved minutes. Also, know that SUGA has an email account: studentgovernment@middlesex.mass.edu

IV. Old Business

A. SUGA Committees updates. Committee members please present goals on November 9, 2012 meeting.

1. Election – None
2. Finance – None
3. Student Advocacy – None
4. Community Service – None
5. Public Relations – None
6. Student Organizations – Y. Salazar-Reyes appoints Officers
   a. R. Muyanja: Bible Study Club, Criminal Justice Club, Radiology
   b. L. Wooding: Dance Club, PTA
   c. C. Garcia-Martinez: Outdoors Club, Performing Arts Club, Dental Hygiene Club
d. S. Som: Nursing Club, Middlesex Crew  
e. Y. Benton: Future Graphic Design of America, International Club  
f. S. Aristizabal: College Democracy Club, Bowling Club  
g. J. Hung: Latinos Unidos, Spectrum Club, Women’s Leadership  
h. S. Dejesus: African Club, Sonography Club  
i. M. Maguire: Sustainability Club  
j. Y. Salazar-Reyes: Veterans Club, STEM, Anime  

7. Rules – Note: In the next meetings, there will be up to five questions asked regarding rules that pertain to SUGA. Officers should be knowledgeable of these, and be able to verbalize the rules.

8. Awards - None

B. FSA Committee Meeting Updates

1. Sustainability – S. Som: committee working on improving recycling by making trashcan more visually different so students can dispose of recycles properly.

2. Textbooks – None

3. Student Support – Y. Benton; spoke to S. Mackale about student transportation and bridging Bedford/Lowell campuses.

5. General Education – S. Dejesus; committee is working on simplifying language so that students may understand what General Education is.

6. FSA Monthly Meeting – S. Aristizabal; next meeting will be October 31, 2012 Lowell campus.

7. Academic Standard – M. Maguire; the new committee is assigned

V. New Business

A. Discussion: How to generate ideas on what projects to work on for the year, i.e. credit card system in cafeteria, and creating a committee for the ‘goals’.
1. S. Dejesus: Incorporate student advocacy online

2. S. Aristizabal: Personal Outreach, goal of at least ten students, connects with them and asks them what they would like to see SUGA working on.

3. R. Muyanja: Send Department survey through email.

4. Y. Salazar-Reyes: Voice of Petition: discussion with M. Welch

5. Y. Benton: Suggestion Box with prepopulated form so that student can be guided and given options

6. C. Garcia-Martinez: Advices a survey to be posted in main buildings with a preform so that all students may fill out, and to be manned by SUGA officers. This would provide an opportunity for officers to make connections with students. In addition, we should have a goal in mind for doing this, i.e. Before Winter Break. And, the same form should be available online so that it is easily accessed by students, possibly staff and be filled out.

VI. Open Floor

A. R. Muyanja: discussion about Health Services and recommend the defibrillators. Discussions with M. Welch. Not a major issue but it will be looked into.

B. C. Garcia-Martinez: 2 Reminders
   b. Spectrum Club, invites all SUGA members to come support newly founded club which has been inactive for a year. The meetings will take place Thursday 12pm at the Multicultural Center in Lowell. Your support is very much appreciated. The club is very excited to recruit new membership.

C. R. Muyanja: Radio show to discuss any school issues is open to all

D. S. Aristizabal: President Obama is coming to N.E. You may be able to go see him.
VII. Agenda for Next Meeting

To be discussed by the chair and advisor

Adjournment:

Meeting was adjourned at 3:50pm by J. Hung. The next general meeting will be at 2:00pm on November 2, 2012 in Lowell Campus.

Minutes submitted by: L. Wooding

Approved by: [Type name here]
Student Union Government Association

Meeting Minutes
November 2, 2012

Court House Room, Lowell Campus

Opening:

The regular meeting of SUGA was called to order at 2:06pm on November 2, 2012 in Lowell Campus by Rogers Muyanja.

Present:

R. Muyanja, Y. Salazar, J. Hyung, Y. Benton, L. Wooding, C. Garcia-Martinez, S. Aristizabal, M. Maguire, S. Som

I. Approval of Agenda

The agenda was previously approved as distributed.

II. Approval of Minutes

The minutes of the previous meeting passed to approve as distributed [9, 0, and 1].

III. Election (Bedford Secretary)

Carlos Garcia-Martinez, Meghan Maguire, Sally Som

Congratulations to Carlos Garcia-Martinez as the new Secretary for the Bedford Campus
IV. Executive Updates
1. Chair R. Muyanja talked about how sad the people were who lost a lot of houses because of Hurricane Sandy. Let’s keep praying for those people who are recovering from this natural disaster.

2. Vice Chair Y. Salazar brought a suggestion of an ice breaker, creating a collage using pictures without knowing the person that we have. It’s more so we can get to know each other. The due date is December 7, 2012.

3. C. Garcia suggested we should have more fun with questions.

V. Treasurer

1. Treasurer, S. Aristizabal, stated there were no budget requests this week, but there would be one in the next meeting on the Bedford Campus. S. Aristizabal met with Melissa Welch to talk about the SUGA budget.
   - Total Budget = $10,100.00
   - Budget for club activities $6,000.00 for the semester.

2. Secretary

   L. Wooding apologized for the clerical error on Blackboard; she spoke to G. Davis about proper posting procedures for the minutes. Next week the minutes will be posted.

3. Trustee Updates:

   Trustee meeting financial statement of 2013 budget is looking good. President Carol received an annual review which resulted in 3% raise.

   Improvements to wireless internet were discussed
Increase school efforts to continue “Going Green.”

4. SAC Update

The members of SUGA and Executives met new students from the Quinsigamond Community College in Worcester. Congratulations to G. Davis for the new position as Secretary of SAC. The next SAC meeting will be held on November 15 and December 6 at 6:00pm.

5. Advisor Updates

- The Middlesex Community College have defibrillators on both campuses
- People need to be certified to use the defibrillators
- Reminder to those who are attending the International Dinner
- Who is bringing dessert?

VI. Old Business

A. SUGA Committees Updates. Committee members please present goals on November 9, 2012 meeting.

1. Election – None
2. Finance – None
3. Student Advocacy– None
4. Community Service – None

- S. Aristizabal suggested that we should work with kids, visit nursing homes, and local jails
- R. Muyanja explained that it is not something we do every week, rather once a month.
• C. Garcia-Martinez said we should go to the public library and read to 2nd, 3rd, and 4th graders. He thinks it will be great for the younger students to see diversity of students in college.
• Y. Benton suggested we should package boxes and send to people that suffered from Hurricane Sandy.
• M. Maguire suggested school donations to help recovery from Hurricane Sandy, also post flyers at school.
• S. Som suggested the idea of making a presentation on Hurricane Sandy.
• Chair R. Muyanja said let’s bring to next meeting

5. Student Organizations – Y. Salazar appointed liaisons for the clubs. Next meeting she will give us more details.
6. Public Relations – None

7. Rules – What are the rules for the Chair?
   A. Y. Benton said to keep the meeting focused
   B. G. Davis said they do not vote
   C. Y. Salazar said they are supposed to make the agenda

B. FSA Committee Updates

1. FSA Monthly Meeting – S. Aristizabal:
   • Stay in a good structure
   • It went awesome
   • Very respectful
   • Student getting TXT messages
   • Student should subscribe
   • Check for Facebook, Twitter
2. FSA Monthly Meeting -Y. Salazar
   • Very interested
   • How we get information from the emergency team; consist of 8 members
   • Middlesex foundation of 2013
   • School trying to get donations for Foundation Scholarship

C. New Business (Student Advocacy)
Discussion: How to generate ideas on what projects to work on for the year. (Due to not having elections this year, there were no student surveys for topics to work on. After the top topics are picked, SUGA will create new committees that will try to achieve those ‘goals’.

1. J. Hyung suggested topics with check boxes
   We should have goals before Thanksgiving

2. Y. Benton suggested break down questions, and Transportation between both Campuses
3. G. Davis suggested smart board for students.
4. J. Hyung moved
5. Carlos second
6. Advisor said to pick categories; we want them to tell us what the issues are

Topics:
1. Health Illnesses
2. Technology
3. Academic Supports
4. Green school/recycling
5. Campus life/event program ideas
6. Facilities
7. Smart class room board

Carlos Garcia moved to make survey question for student Advocacy
Meghan Maguire: second

Open Floor:

A. C. Garcia-Martinez opened with the reading of thank-you cards for Mary-Jo Griffith and Mrs. Bowman. All members were asked to sign the thank-you cards which will be sent.

B. C. Garcia-Martinez asked for a discussion on having an event open for the student leaders of the clubs. A date suggested for the meeting is November 30, 2012. This will piggy-back on Y. Benton Student Advocacy committee, to figure out what it is that the student body wants to see from SUGA this year. This is also an outreach from Public Relations.
Suggestions to have club officers at a separate event brought up by R. Muyanja. J. Hung suggested not to have a determined date as of yet but to have it moved to a discussion for the next meeting. C. Garcia-Martinez will present invitation letter going out to student Club Presidents. Next meeting the letter will be read, discussed and approved. The date of November 30th for a casual meeting before the formal SUGA meeting will need approval.
Y. Salazar-Reyes Moved to Adjourn

Unanimous second
Student Union Government Association

Meeting Minutes Lowell Campus

December 7, 2012

Opening:

Meeting called at 2:01pm on December 7, 2012 on the Lowell Campus by Rogers Muyanja.

Present: L.Wooding, J.Hyung, S.Dejeseus, S.Aristizabal, R.Muyanja, Y.Salazar, S.Som (2:08pm) Maguire (3:11pm) Student Trustee G. Davis (2:21pm)

I. The Minutes of the previous meeting was unanimously approved by those who were present. (7-0-0).

II. Executive Updates

A. R. Muyanja: Spoke about the Trustee Dinner, commenting how great it was to be there and how well we all represented SUGA. Also he mentioned that some people work more than others on the Committees. We should work together as a team and involve others as best we can. Also, there was a reminder about proper language to use at the SUGA meetings. If we do not know what to say please asks for help. He remainders us to vote for the outstanding member. The next meeting we will be announcing who is the outstanding member from SUGA. Another thing is the Secretary is forgetting to post the minutes on Blackboard, it is not been posted since November 2nd.

J. Hyung: Chair of Bedford: It was a really nice moment to be there with all faculties; also she had a chance to meet Matt Sepe, and according to Matt Sepe the smoke free it will happen on the campus and has been approved staring this June.
B. vice Chair Y. Salazar reminded us to fill out new papers about our personality collage today and we will be doing this next week as well. Also she talks about the new club organization chart. This club has an advisor Luciane M. Sappia, and the club has 13 members. The name of the club is Entrepreneur Aims which promotes creativity, innovation and dynamism through passionate leadership devoted to nursing students into business owners and leaders through hands-on experimentation and problem solving in a community of fellow student entrepreneurs.

J. Hyung: Moved to discuss

L. Wooding: Second

S. Som: move to approve the new Entrepreneurs club

Y. Benton: Second

Motion to approve the Entrepreneurs Club passes; 7-0-0

C. Treasurer - Next year there will be some cuts; the campus will have to be frugal with their allocated budget.

D. Secretary - No Updates

E. Advisor- She asked if anyone is interested in going to the conference for 3 days at New York City to please see attachment on the email and fill out the application and hand in to Melissa’s office. Next Friday is the deadline; only two students will be selected.

F. Trustee has a new chair, Roy Mac; he will be a great addition to MCC. The SAC meeting was very nice and they had a lot of new plans for the colleges, but the interesting one is the PARCC which is the vision project. All the Universities had to form an engagement team; made up of different faculty and administrators from schools in the community. No one really liked this idea because it meant a student would have to pass this test in order to graduate. The difference is that this is supposed to be testing the student on
disposition as well, a high percentage pass MCAS and graduate high school however when taking the placement test (Accuplacement test) they are not placing out of remedial courses. The other thing is the PHENOM which is a group with the UMASS system to go advocate the state house for more funding; they work for students of all public higher education. Also they are a very aggressive group; they come to the SAC meetings and use the SAC ideas and date advocacy issues.

III. Old Business:

A. SUGA Committees Updates
1. Election - We are looking for new recruitments. The elections will be next semester and we are putting the flyers this week.
2. Finance - No Updates
3. Student Advocacy - Who has completed the Survey; also Y. Benton said she made a spread sheet for the survey as well.
4. Community Services - S. Aristizbal said he finally counted the money for Hurricane Sandy and the total is $236.92. The whole school contributed money and everyone is very happy.
5. Public Relations - No Updates
6. Student Organization - vice Chair said that she printed out information about our liaison clubs, and to please make sure to correct any mistakes. Also introduce yourself to the clubs.
7. Rules - Push back for next week
8. Award - Still in process for voting today and next meeting we will know who was selected.

B. FSA Committees
9. Sustainability - No update
10. Textbook - L. Wooding said that the school is trying to come up with these programs called Kaleidoscope Project Overview. Kaleidoscope provides a community based approach to improve student’s success using open educational resources (OER) with a specific focus on improving the success of at risk students. The OER based course designs improve student learning at greatly
reduce cost, eliminating the cost of textbooks as a barrier to student success and providing full control of the open content, allowing faculty to modify and improve the course materials based on learning results.

11. **Student Support** - No updates.
12. **Technology** - No updates
13. **Gen Ed** - No Updates

14. **FSA Monthly Meetings** - Vice chair said what caught her attention at the meeting was communication issues between staff members. They are trying to communicate with our communities. The standard Committees were charged with reviewing the 2004 self-study the new updated NEASC standards and the 2004 NEASC Commission recommendations as well as assessing how the college is meeting its projections, the standards and recommendation. For this is to provide a higher education and authority work with students.

15. **Academic support** - No updates

**V. Open Floor**

**G. Davis:** Said that she had both Trio programs to contact with her about 5 to 10 students a day, saying that they are not getting the tutoring they need. The tutoring center is going through some restructuring. Both Trio programs think this is a big issue.

**J. Hyung:** said someone who is working at the tutoring department said they are not going to have tutoring anymore. According to the survey there was not a tutoring issue that came up.

**M. Welch:** The problem at the tutoring is not a financial issue; they are going to perform some supplement restructuring. They are looking for peer tutors and they are going to train them; they are looking for more funding with this model. When we get more results all the information will be sent to the tutoring department.

One student that was visiting us today said that the tutoring should speed up the process, because it is affecting others students and their grades.
R. Muyjana: asks for a motion

J. Hyung: moved to discuss

Y. Salazar; second

Y. Benton: Made a quick reminder for those who did not finish the survey to please return on time. If you need help please ask because this was a big project. Be at Melissa’s office next week 9 am.

J. hyung; Talk about fun day, she is waiting for 3 more students to vote.

R. Muyanja; Motion to adjourn the meeting

Y. Salazar; second

Meeting adjourned at 3:00 pm, next meeting is Friday December 14, 2012

“Meet and Greet” guests

We had all club members representing Middlesex Community College: Joseph Dexter from the Bowling club, David Pincence from the Bible Study club, David Matseas from the veterans club/ V.P of Outdoor Adventure club, Beatriz Sanchez from the New England Parenteral Drug Association club, Vanessa Vazquez representing the International club and Mapp, Julie V.P of the International club, Kaitlyn Fim President of the Nurse club, Marissa Toomy Secretary of the Nursing club, Kannika Seuncy President of the International club, Brian Lopez President of the Latinos Unidos club, Franchesliz Arroyo V.P of the Anime club, Richard Revez Secretary of the Anime club, Tris Mai Treasurer of the Mac and International club, Danielle Stevens Hospitality Coordinator for Mac, Michelle Berrey Bedford Chair of the Women’s Leadership Network, Bibiana Gomez Lowell Chair from the Women’s Leadership.
SUGA
Meeting Minutes
Lowell Campus
February 6, 2013

Opening:
Meeting called to order at 2:31pm on February 6, 2013 on the Lowell Campus by Rogers Muyanja.

Present: S. Aristizabal, Y. Benton, S. Dejesus, J. Hyung, R. Muyjana, Y. Salazar-R, L. Wooding

I. Introduction of guests:
A. Vice president Jay Linnehan & Chief Technology Officer Brad Yoder- They wanted to get ideas for the new application for cell phones. They want to know what kind of links we would like to see on the application. They explained the demographics of the wireless internet on both campuses.

I. Minute Approval
B. The minutes from December 14, 2012 got postponed to the next meeting

II. Executive Updates
A. Chair R. Muyanja- Welcomes us on the new semester; he mentions the new schedule with the new times. Suggest keeping the new schedule on us. R. Muyanja also said “feel free to share good moments and sad moments. Get together as a group and make sure to get things done”. R. Muyanja on behalf of G. Davis send us a message saying that G. Davis couldn’t make because one of her son was sick, and the new chair Royall Mack from trustee it is trying to add student representative for the trustee committee.
B. Vice-Chair Y. Salazar- Shares with us a new charter called the Guitar and Ukulele club. Basically they want to focus on music specially how to use the guitar. They will be teaching people to play the guitar and Ukulele.

Unanimous votes charter approval for the Guitar and Ukulele club
C. Treasurer S. Aristizabal- No Update

D. Secretary- No Update
E. Advisor- There is a panel with Sean Penn, February 26, 2013, from 1:00 to 2:00pm everyone is invited to the watch the panel of guest speakers. They are looking for volunteers to do specific task from 11-2pm. They are also having a photo session for SUGA to take pictures with him and the other panelist.

Haiti Relief Fundraiser- MAC is beating us right now; we have 2 weeks to collect more money.

April 5th- No class, but we need volunteers. We are having a big regional conference for all the other colleges. We need 20 students to help us to host this event from 8:00am to 4:00pm.

MassPirg- We have a MassPirg representative who works on issues and resources for students. Students pay every semester a $9.00 fee that is also waivable. The Masspirg referendum made clear that it is SUGA role to explore Masspirg place on campus and whether or not you wish to support the referedum given the history on our campus the last two years. Do your own research on MassPirg before the next SUGA meeting. The goal is for us to get our services that we have not gotten in two years.

III. New Business:

A. SUGA Committees

1. Elections- J. Hyung said our goal for this semester it is not have more election establish, we have to try to get everyone to help out and recruiting. She sent out emails to everyone about tabling. Also she said maybe we should have a training system for future members that would like to participate in SUGA.

2. Finance- S. Aristizabal said they want to make sure all the clubs are following the rules and they have to make sure they send the receipts in two weeks before. They have not been following the rules.

3. Student Advocacy- Y. Benton said she needs to get in contact with Megan and Shaniel to get the rest of the surveys.

4. Community Services- Y. Salazar said we have two weeks to collect 1,000 dollars all the clubs should been participating. We are planning to do bake sale, she has list for us to put our name and tell what we can bring for the bake sale. This will be on February 21. Also we are going to be doing a community services at Rogers job. We still need to figure out the days and time that everyone is available.

5. Public Relation- No Update

6. Rules- Make sure to read the Beacon and Constitution and understand what is in them both.
7. Awards- No Update
8. Transportation Committee- J. Hyung, said what has been researched before, it is going too hard to bring these two local transportation companies together. So raised a question if we should do carpooling?
9. Food Committee- No Update

B. FSA committee
10. Sustainability- No Update
11. Textbooks- L. Wooding said the school received a grant for a project that was approved for electronic books (e-books). They called it kaleidoscope provides a community based approach to improve student success using open educational resources with a specific focus on improving the success of students at risk.
12. Student support- No Update
13. Technology- No Update
14. Gen Ed- No Update
15. FSA Monthly Meeting- No update

IV. Open Floor
-Y. Benton- would like to change the time of the SUGA meetings due to conflicts with schedule.

Y. Salazar motion to adjourn the meeting at 4:30 pm, and S. Aristizabal second.
Student Union Government Association  
Meeting Minutes Bedford Campus  
February 13, 2013

Opening:
Meeting called to order at 2:34 pm on February 6, 2013 on the Bedford Campus by Judy Hyung.

I. The minutes from December 14, 2012 was approved.
II. The minutes from February 06, 2013 was approved. 4 in favor and 2 abstain

I A. Introduction of guests:
MASSPIRG Representative- Alex and two student members. Alex talked about the change and improvement that are going to happen this year. They already have a small group working on the campus, but they want a strong group to create a club.

II. Executive Updates

A. Chair J. Hyung changed her way to encourage the officers. She hopes officer will be more responsible, committee to their position, self-direction, and read the constitution. Also, chair expect members to priority their role as a member of SUGA.

B. Vice Chair Y. Benton was absent, but the chair J. Hyung did an icebreaker where she asked the new members to introduce themselves Bruna Fernandez, Christopher Nunez, and Amin Gholizadeh.

New charter:
The Refugee Student Alliance Club
The mission of the Refugee Student Alliance is to provide students at Middlesex Community College with outreach opportunity to assist with refugee resettlement in and around the Lowell area. One of the members came to the SUGA meeting and explained about their goal and mission. Lidiane Wood has experienced and offers to help them in the Lowell city. Amin moved to approve the charter. Rogers Muyjana seconds the motion. 8 members approve the motion. Judy abstain

C. Treasurer S. Aristizabal- No Updates

D. Secretary No Updates

E. Advisor
ASGA – Is a conference in New York on March 1st. Judy, Melissa, and Yokaty will be going to this conference in New York. February 26th-Haiti Relief Day- Volunteers 11-2pm our advisor wants some SUGA members to volunteer helping out between 11-2pm is a Tuesday. March 1st – Department of Higher Ed Conference @ Fitchburg State at 8-4pm. This is a whole day event students who are going will be missing their classes on that day. Transportation is included. Members who are going Sally, Bruna, Melissa, Lidiane, and Christopher are going to this event. March 5th – Advocacy Day @ State House in Boston. They will be talking about some issues that are affecting higher education. Sebastian, Bruna, Melissa, Amin, and Christopher will be going to this event.

III. New Business:

A. SUGA Committees- updates
1. Elections- No Updates this committee is on temporary hold.
2. Finance- No Updates this committee is on temporary hold.
3. Student Advocacy- no updates this committee is on temporary hold.
4. Community Services- Are working on the Bake Sale for the FSA Monthly Meeting next Thursday all the members who volunteer to bring something please leave it in Melissa office on Wednesday or Thursday morning before 12 pm. The volunteer at Eliot Human Service was postponed for the end of March and beginning of April.
5. Public Relation- No Updates
6. Student Organizations- Y. Salazar hand out to the new members their clubs assigned and explained what they are going to be doing with their club. Clubs updates are DUE the last meeting of the month.
6. Rules- make sure to read the beacon Constitution, what is in the constitution.
7. Awards- No Updates this committee is on temporary hold.

B. FSA committee- New members where assigned to their FSA committee
10. Sustainability- No Updates 2/12- Bruna
11. Textbooks- No Updates 2/6- Lidiane
12. Student support- No Updates 2/12- Amin and Castro
13. Technology- No Updates 2/14- Rogers
14. Gen Ed- No Updates 2/12- Shaniel and Christopher
15. FSA Monthly Meeting- No updates 2/21- Yokaty and Sebastian
16. Academy Standards- Amin and Castro

C. Standing Committees
Judy suggested that SUGA members should focus on the transportation committee because the students show more interested in the transportation issues between campuses. Judy mentioned that last year the Food Committee did a lot of work and successes with a credit card machines in the cafeteria.

Sebastian move to discussion
Rogers second the motion
Sebastian said that food quality is not good and we should work on it. Melissa mention that we only have 2 month to get things done and we should focus our time in transportation or one of the two of them it depend on our time. But first think about you want to achieve at the end of the year, Melissa suggested we should focus on one so we can achieve our goal.

Rogers said that we should keep both of them. He mentioned that our specific objective is to have done our job as a SUGA member.
Judy said that the problem is that she can’t put the trust anymore so we need to decide what are our goals? We should priority one of them.
Castro said to put one first and then work on it.
Judy said we only have two month to get things done.
Rogers the Lowell chair said the committee chair should stand up and do their jobs.
Melissa suggested that we should think about our jobs. Examples, Are we meeting often or responding to emails.

Rogers motion to keep both of the committee
Amin second the motion
6 people approve the motion
2 people abstain
1. Transportation Committees

Vote
External (Non-MCC Research) & Internal (MCC Research, Surveys)

2. Food Committee*

V. New Business
A. Celebrity Forum (Mid-June) - Former First Lady Laura Bush. The Middlesex Community College Celebrity Forum 2013 invites you to spend an evening with Former First Lady Laura Bush, Interviewed by Jenna Bush, 8pm Friday, June 14 at the Lowell Memorial Auditorium.
Tickets information:
Premier Seating......$35
Standard Seating....... $25
$ 1,000 for # tickets?

SUGA members were deciding how many tickets we should buy?
Amin move to discussion
Lidiane second the motion
Amin asked how many tickets did we sale last year.
Are we willing to put our time to sale this tickets?
Judy said that the tickets can be sale back if don’t sale all of them.
Chris asked why it happens during summer and not during class time.
Melissa explained that this event is outside the college and it’s not part of the college activities.
Amin suggested that we should buy some and try how it goes?
Sebastian suggested that we should buy 10 tickets which will be 70% left in case we can’t sale the tickets.
Rogers suggested that we should buy 15 tickets and try to see how many we can sale.
Sebastian thinks about the budget for the students who can’t afford it.
Amin suggested that we buy 10-5 lower seat and spencer seat.
Sebastian said that if we can sale it back.
Sebastian move to buy 10 tickets for $20 dollars.
Rogers second.
8 people approved and 1 abstain.
**B. Informal Discussion on Committee**

What committee meeting for & How to run committee meeting.

**IV. Open Floor**
Yokaty move to adjourn the meeting
    Sebastian second the motion
Student Union Government Association
Meeting Minutes Lowell Campus
February 20, 2013

Opening:
Meeting called to order at 2:32pm on February 20, 2013 on the Lowell Campus by Rogers Muyanja.


I. Minute Approval
A. The minutes from December 13, 2013 was Unanimous votes

II. Executive Updates
A. Chair R. Muyanja- said that last meeting we voted to keep two committees. He emphasized that all the members should work on these committees. He also introduced Paula Dias that represented Melissa. The chairs also mentioned that we had a new officer Yvette who was supposed to be at the meeting. Also he notified us that Judy Hyung could not it make to the meeting.
B. Vice-Chair Y. Salazar- mentioned that we had two positions open, one for the Bedford Vice chair and the Bedford secretary. She offered the position to the new members. Welcome the new Secretary for Bedford: Castro Sly and Vice Chair Christopher Nunez.
C. Treasurer S. Aristizabal- No Update
D. Secretary- Minutes from Feb 14, 2013 are posted on the Blackboard
E. Advisor- Reminder that there is a panel with Sean Penn, February 26, 2013, from 1:00 to 2:00pm, and everyone is invited to the watch the panel of guest speakers. They are looking for volunteers to do specific tasks from 11-2pm. Everyone should sign the waivers for the upcoming events.
Haiti Relief Fundraiser- MAC is beating us right now; we have 2 weeks to collect more money.

III. Old Business:

A. SUGA Committees
1. Transportation- C. Nunez said that he did research regarding data/info from other Community Colleges in Massachusetts with shuttle transportation. For example, the nearest colleges to Middlesex Community College that offer shuttles between campuses are: Bunker Hill Community College, Northern Essex Community College, and North shore Community College. Also C. Nunez printed a copy of their shuttle bus schedules, so we can get an idea on how we can run our shuttle in between campuses.
3. Food- S. Aristizabal said that our main focus is the quality of food that the cafeteria serves and the prices. On Tuesday we are meeting with the president of the sustainability club to discuss more about the quality and prices.
4. Community Services- Y. Salazar said we are not going to be able to volunteer at the Rogers job, because everyone has a different schedule and we are unable to coordinate effectively. S. Aristizabal had an idea to bring paper bags for us so we can walk around our neighborhood and collect cans of food so we can donate. L. Wooding moved to make a motion to approve the new community services. S. Aristizabal second.
Approval 5/ Disapproval 1/ Abstain 0
5. Public Relation- No Update
6. Rules- Make sure to read the Beacon binder and Constitution so we can understand the rules and use it. The Goal for this semester it is to make sure we know our constitution.
7. Student Organization- No Update

B. FSA committee
10. Sustainability- No Update
11. 12. Student support- No Update
13. Technology- No Update
14. Gen Ed- No Update
15. Academic Standards

IV. Open Floor
R. Muyjana- said we have to make sure we need to accomplish our goals in both committee’s transportation and food. We need to motivate our members of the group and make sure everyone contributes. We need to be consistent in our efforts.
C. Sly- mentioned that he really wants to implement what is inside the constitution and we need to bring it up to every meeting, so we can understand better and apply it. He said that it is very important to know the rules and what kind of responsibilities we have. Also to make sure we are doing our jobs, for example; if we are missing a lot of meetings we should meet with our advisor and get updates.
S. Aristizabal- Moved to approve the idea to bring up what is the constitution at every meeting.
L. Wooding- Second
S. Aristizabal- adjourned to end the meeting at 3:30 Pm
C. sly- Second
Opening:
The meeting was called to order Judy Hyung at 2:31 Pm on Bedford Campus. Officers present when the meeting started at 2:31PM; J. Hyung, C. Nyame, C. Nunez. R. Muyanja, B. Fernandez, and A. Gholizadeh came to the meeting at 2:44 PM Ldiane Wooding was also present at 3:00PM. I. The previous minutes dated February 13, 2013 was approved by C. Nyame and seconded by Christopher Nunez.

II. Executive Updates:

A. The Chair:

Judy Hyung read some portion from the MCC Students’ Government constitution; she read from page 7 to page 9 and explained all the duties of the officers. She also said that Carlos Garcia Martinez and Sally are no more SUGA officers but members.

B. The Vice Chair:

He Asked officers to say something about themselves that nobody knows about.
C. Treasurer:

Said Radiology is requesting for $1000 for their upcoming invent but it was not clear about the use of the money so Judy said they should be invited to SUGU for approval for the money.

D. Secretary: no update

E. Advisor:

I. Officers should do the registration for leadership conference if we have not done it. She reminded the house about the upcoming events; Leadership conference at Fitchburg State University dated March 1st and the advocacy day at state house, Boston dated March 5, 2013.
ii. There is going to be TLSD conference at Lowell campus on April 5th, student volunteers are needed. There are no classes that day, so we should all participate.

III. Old Business.

1. Community Service:

Sebastian Aristizabal said he did not bring bags that will be use to collect the items but he also said there is no deadline for bringing the bags. He commended the union for raising $1500 for the Haiti disaster relief fundraising.

2. Public Relations: no update
Club Updates
MCC activity crew: The group is embarking on national day service and they are doing movie every month.

3. Bible Studies: The group is watching a movie about Paul the apostle and discussing about the about life; how change from Saul to Paul.

4. Criminal Justice: The police and the BNI are talking to them on how to get into the force.

5. Spectrum: No update

6. Soccer: Had its’ meeting last Friday, the name of the club is MCC United. The soccer is still recruiting new members.

7. Bowling: They normally go and play bowl most a times but have not engage in any community service yet.

8. Latinos Unidos: has elected its new president, they are planning to have a trip. They had Lowell kids’ week and it was very successful. They are still recruiting new members.

9. Women Leadership: There is going to be women’s week march on March 11, 2013 and MCC students are going to be the speakers of the program.

Standing Committees
a. Transportation
I. **Internal Research:** Working on a survey questions, they spoke with John Lyons. They gathering more information to improve the demand for the service. There is current shuttle service to LRTA but it is not convenient.

II. External Research: no update

b. Food: the group has given themselves some duties to perform; some of them will go to farms, some of them will ask questions from students and the one in charge in the cafeteria.

Open floor
Rogers said some officer do absent themselves from meetings without permission, which in other sense is affecting the work of SUGA.
Amin also said that he will not be able to come for meetings in Lowell campus sometimes because of transportation. Castro asked if officer do ask permission before absenting themselves from SUGA meetings. Rogers answered by saying that some do not ask permission at all but some do.

The meeting was adjourned by Lidiane at 3:53Pm
Student Union Government Association  
Meeting Minutes Lowell Campus  
March 6, 2013

Opening:  
Meeting called to order at 2:32 on March 6, 2013 on the Lowell Campus by Rogers Muyanja

Present:  

I. Approval of the minutes:  
The minutes of the previous meeting were unanimously approved by those who were present. 6 Approval and 1 Abstain.

I A. Executive Updates

A. Chair R. Muyanja- welcomed us back for the all different events that SUGA members went to and how proud that he was that we attended those events. He hopes that those events did not distract us on all our committees.

B. Vice-Chair- Apologized for not being there for the last meeting. She presents us with a new charter called NEF club. The NEF club is to create a friendly atmosphere where anyone and everyone can join the club and have a good time. There is not a lot of detail about this new club and also they do not have enough members. S. Aristizabal made a motion to approve the new NEF club and C. Nunez second. Approved 4- Disapproval 0- Abstain 2

C. Treasurer- our total budget looked very healthy, the total balance of the money on the account is $4,800 dollars. S. Aristizabal however, who is the
liaison of the Enemy club; they have until April 12 to spend their money and this message goes to all the clubs. The most clubs that need to spend their money are the Arts club, Criminal adjusts, and all the rest have to be in the offices by May 10, 2013. The radiography club has been very active and we should approve this club for $1,000 dollars. The purpose of approving this money is so they can buy mugs and re-sell the mugs for additional profit. S. Aristizabal made a motion to approve the $1,000 dollars for the Radiography club and C. Sly second. 7 Unanimous. Also we had a club that requested $50.00 dollars for food. The MCC United Soccer. S. Aristizabal moved to approve the budget request and C. Sly second. 5 approval and 1 abstain.

D. Advisor- The TLCD conference is on April 5 and she is looking for volunteers to help out between 7:30 to 12:30. The school will provide lunch and students will get a T-shirt. Please send email to Melissa if you are interested and send the size of your T-shirt as well. Also Melissa is looking for two students from SUGA to tell students how to get involved at MCC, this happens every semester. Next week is a FSA committee meeting; she will send us information regarding the time and location. Another thing is if anyone from SUGA are interested on the student Trustee position, the dead line is on April 12; please talk to Gaby Davis. Lastly the transportation and food committees need to meet outside of the SUGA meetings so we can see all the progress that SUGA members have done.

II. Old Business

SUGA Committees

Transportation- Amin has 5 questions that he would like to share with us to see what we think about the transportation survey. B. Fernandez will send the question by email.
Food- we are working on a survey and Aristizabal went to the local farms around Dracut asking where they get their food from and who they have a contract with.

Community Services- Aristizabal brought the brown bags from Merrimack Valley food. Our mission is to drop the bags on our neighborhood and collect foods. If anyone lives in Lowell they need the people’s addresses that donate the food so we do not ask them to donate more than once. We need to have the brown bags in before March 20, 2013.

Public Relations- they came up with the ideas of making flyers (Bruna)

Student organization- Y. Salazar will assign a person to this committee.

Rules- No Updates

B. Update from DHE- L. Wooding said that the leadership conference was amazing; she learned a lot at the conference. One of the examples was: just because we are a leader it does not mean we lead others.

What motivates us does not motivate others.
Take care of yourself before you lead others.
Honor people, make an impression on people
Always asked these questions to yourself, are we who we are?

Update from ASGA- Salazar said a leader is one who knows the way and shows the way. By John Maxwell. And a great leader’s courage to fulfill his vision comes from passion not position. One that really caught my attention was this one "Leadership is understanding people and involving them to help you do a job. That takes all of the good characteristics, like integrity, dedication of purpose, selflessness, knowledge, skill, implacability, as well as determination not to accept failure" - Admiral Arleigh Burke, because to the panels that I went they were all about team work and learning to trust other members working by supporting them.

J. Hyung- said that students don’t know that SUGA existed and they don’t care about it. She brought a business card to show us for example that on the future we could make business card for us. Also that student government is not a club it is a leadership organization.
Update from Advocacy Day- S. Aristizabal said that he could not meet his senator because he was not in his officers. B. Fernandez said that we meet our senator Donoghue Harrington and she listens to us about how students struggle to work fulltime and go to school.

IV. New Business
All the SUGA members discussed if we should educate students about the Masspirg Fee or if we should campaign against them. We all came up that students should know what Masspirg is, and why students are paying the $9, 00 dollars fees. L. Wooding moved to approve to educate students about Masspirg and C. Sly second. Approval 6 Abstain 1.

Open Floor
Castro said that the chair should mention about the constitution of the beacon.
Y. Salazar moved to adjourn the meeting at 4:20pm and C. Sly se
Student Union Government Association
Meeting Minutes Bedford Campus
March 13, 2013

Opening: The meeting was called by the Chair, Judy Hyung at 2:34PM. The following officers were present at the meeting; J. Hyung, C. Nunez, R. Muyanja, L. Wooding, B. Fernandez, A. Gholizadeh, C. Nyame.

I. Minute Approval: The previous minutes was approved and had unanimous vote.

II. Executive Updates:

A. Chair:

Judy, the chair said Shaniel is now a member of SUGA. The education for Masspirg will be start after the spring break and also the tabling for the sampling for the transportation is online so officer should try as much as possible to do it. She recommended Amin for doing it on time. Addition to that, she said an officer may loss his/her voting power for a meeting if he/she comes to meeting late; it is in the constitution.
B. Vice Chair:

C. Nunez asked the officers to share their goals for this year and all of the officers did share their goals including the adviser.

C. Treasurer:
He did not come to the meeting so the chair did report for him. Bible Studies requesting for $100 to donate some toiletries to a nursing home in Lowell. Rogers approved and Castro supported.

Vote: Vote against: 1 and Vote for: 5.

D. Secretary: no update

E. Advisor:
a. On March 14, 2013, there is going to Technology center of new walk-In-Service Desk at 1-3PM at LC 402
b. There is going to be TLSD conference from 7:30AM to 12:30PM at UML on April 25, 2013 and 25 volunteers are needed.
c. April 6, and April 13, there is going to be Open House in Lowell and Bedford campus respectfully. At least we need two each volunteers on both campuses.
d. The closing date for the application for the student trustee election is April 12. Any officer who is interested should apply before the time is due. Also the election for Masspirg and the student trustee election come on April 23-24.

e. The leadership awards ceremony comes on May 1st, at UML Inn and conference center.

III. Old Business

A. SUGA Committees

1. All officers should try as much as possible to get the bags in other to give it to food bank.

2. Public Relations:

The facebook is active now and all officer should like the page and go there to see some of the pictures of SUGA officers and its activities.

3. Rules:

There is ongoing meeting on how to achieve their goal for this semester; implementing what is in
the constitution for consistency and equality and also
the chair has schedule appointment with adviser to
discuss some portion of the constitution with her.

B. FSA Committees:

1. Sustainability:

Working on how to get new books and doing plantation.

C. Standing Committees

1. Transportation:

i. Internal Research: The internal research brought the
survey for approval and said there are some members of
the faculty who still have problem with transportation
according to their research. They also task the
officers to do the survey after spring break.

ii. External Research: They also brought schedule for
different college for us to
know how some schools run their bussing system.

2. Food:

The food committee met the manager of the cafeteria on Lowell campus to know who is in charge of management of food on campus and also planning to meet the manager on Bedford campus.


IV. New Business

Each officer will be ask to nominate 2 to 3 clubs on campus for the upcoming award; club of the year and program of the year. SUGA and MAPP are not clubs so they cannot be nominated.

V. Open Floor:

Masspirg representative came to educate us on what Masspirg does; they lobby for students needs like buss, advocate for students, they use some of the money they get to pay their staff and also promise to closely with MCC if they are voted to remain on campus.

The meeting was adjourned by Rogers and seconded by Castro at 4:21Pm
Opening: The meeting was called by the Chair, Judy Hyung at 2:32PM. The following officers were present at the meeting; J. Hyung, L. Wooding, B. Fernandez, Y Salazar, A Gholizadeh, C. Nyame, S. Aristizabal, S. Som (member)

I. Minute Approval: The previous minutes was approved and had unanimous vote.

II. Executive Updates:

A. Chair:

We have four meetings days left and presented a schedule for the rest of the meetings on separate handout. She said the survey is due on April 4, 2013.

B. Treasurer: no update

C. Secretary: no update

D. Advisor:

TLSD conference is coming on April 5th, 2013 so volunteers should put that on their calendar and come to the venue at 7:30AM. Those who are going to
be volunteers for SUGA on the open house should also put it on their calendar.

There were club updates and SUGA committee updates

Standing Committee Update:

Transportation
A. Internal Research:

The survey has started this week and everyone should try and do it.
B. External Research: no update

C. Masspirg:

Masspirg education is going on very well.

Open Floor:
Castro asked the food committee, how would they achieve their goals if the manager of the cafeteria says they buy their products from sysco? Sabastain said the committee is targeting on soothing and some local drinks.
Judy suggested faculty and staff should also participate in the survey since some of them have shown interest.

Lidiane also suggested if SUGA can play a game with Bowling club.

Lidiane moved to adjourn the meeting at 4:15PM and seconded by Bruna.
Student Union Government Association  
Meeting Minutes Lowell Campus  
April 3, 2013

Bruna: Ask when we can do SUGA day and if we should do at the cafeteria.

L. Wooding asks her want to play bowling with the bowling

Opening:
Meeting called to order at 2:32 pm on April 3, 2013 on the Lowell Campus by Rogers Muyanja
Present:

I. Approval of the minutes:
The minutes of the previous meeting were unanimously approved by those who were present. (3-1-0)

II. Executive Updates:

Chair: R. Muyanja compliments us in our dedication, he said that everyone is doing a great job and he thanks us for all the hard work that we all putting in SUGA.

Vice Chair: Y. Salazar presents a new charter for us which are the Debate Club. It is a new club that like to get involve at the college. (6 approval)

C. Sly moved to discuss about the new charter

L. Wooding second
J. Hyung moved to approved to open the club

L. Wooding second
Also the Vice Chair mentions if we should do a bake sale for our get together of the end of the semester.
J. Hyung moved to discuss,

S. Aristizabal second
Judy said we should go to a place that it is free and doesn’t cost money, because SUGA use the budget for this semester. Everyone came to the conclusion that we should have a fun day.

J. Hyung moved to approved that we should have a fun day without paying money

L. Wooding second

The votes was unanimously

Vice chair: Also presents a club organization from the Trio Program, they are requesting from us a $ 625 for an event that called Student Professional Day and will be held on Friday May 31st in the lower café on the Lowell Campus. It will be 25 students and she wants to bring a guest spears, and food.

J. Hyung moved to discuss if we should give the money for this organization since they are not a club.

L. Wooding second
Judy said it is a good idea for the student but because they are not a club should we give them the money. Melissa said that its part of the college that it will be ok to approved the budget.

L. Wooding moved to approved the $ 625.00 dollars

B. Fernandez second

Votes was unanimously
Treasurer:
S. Aristizabal: said that our budget look healthy and all the clubs should submit all the recites. If they have any purchases request they have to do by the end of this week.

Secretary: No Updates

Advisor: Melissa said that the celebrate tickets come in and there are for sale now in Lowell and she will post them on the News cast.
We have a vice president position that the college is hiring now and they want student from SUGA to help them on the interviews. They need 5 to 10 students on April 16, 17, 18 from 10:15 am to 11:15am to interview does candidates.
Another thing is that school is having a vender to come in for 3 hours to do a demo for internet, and she said that if we could go and participated it will be on April 11.
Last thing is that Melissa last day will be Friday April 12 and if need her make an appointment.

III. Old Business

A. SUGA Committees

Transportation: C. Nunez spend one hour calling all the Community College school in Massachusetts that offer a shuttles. He got a respond that most school do not charge students to use their shuttles buses.

Internal: Judy said that she is collecting all the survey and if we have any more make sure to give to Shanel.

Food: S. Aristizabal said the smoothers got approve by John Liens and the flavors will be Banana, Strawberries, and maybe coconut water. John is specting to sell all different kind and variety if students like. The organic products the food committees still waiting to get approve. Also they got approved to get dry food for the vendor machines and coffee will be available
after 2PM. We need to work really hard for the smoothies and the food committees are not sure when they will be starting selling the smoothies.

**Community Services:** S. Aristizabal said that we got 120 pounds with food collecting and if we have more to donate drop at Melissa’s office.

**Public Relations:** No Updates

**Student Organization:** Y. Salazar said to make sure all SUGA members communicate with our clubs, because some clubs had complains saying that we are not doing a good job answering emails back too them. Also we need to submit the club of the year.

**Rules:** C. Sly said after the rules committee went through SUGA constitution, the committee wishes to give the following recommendation to SUGA:

1. Article 2, section 2 refer us as senator and Article 3 refer to us as officer. We want the constitution to be consistence about it. So we want officer to vote on which to adopt

2. Article 4 talks about the executive board; that is made up of the chair, vice chair for campuses, secretary and the treasurer.

   a. Currently, we have two secretaries for both campuses because there are a lot of load on the secretary. The committee recommends that; we should stipulate it in the constitution or we should go by the constitution.

   b. The sub topic of this article is; purpose, powers, duties and meetings but there is nowhere in the constitution that says the executive board should have meetings. The committee proposes that there should be at least one meeting with the advisor within a semester or at the beginning of the semester and in page 7 of the constitution Section D; the duties of the secretary, one of them is; they keep an event calendar of upcoming events, meetings, executive meetings and appointment. This means that there should be a meeting for executive board meeting. It should be stipulated in the constitution or if not the sub topic that says meetings should be cancelled.
3. Treasurer: The committee recommends that the treasurer should email the budget request to all officers within his /her capacity before SUGA meeting so that officer can read through the budget request before meeting.

**General FSA Meeting:** S. Aristizabal said that a lot students are missing school because their religions holidays. Student need to find out how they can do it and not just take advantages of the holidays. They are also looking for student to at the college tutoring; they will pay students to do that. Also sustainably are going to give out plants that we can take for our own garden.

**Masspirg:** L Wooding said that students should continue educating students and keep doing the survey.

**Open Floor:**
Judy said that we should unfazed PR, the smoothies should go to Public Relations and we need to create SUGA PR people should now about us more. club
L.Wooding moved to adjourn the meeting
Y.Salazar second
Opening: The meeting was called by the Chair, Judy Hyung at 2:45PM. The following officers were present at the meeting; J. Hyung, C. Nunez, L. Wooding, B. Fernandez, Y Salazar, A Gholizadeh, C. Nyame, S. Aristizabal, R. Muyanja

I. Executive Updates:

A. Chair: Surprise party for Melissa. A card was given to her and was signed by all the SUGA officers.

B. Vice Chair: He gave all the officers some cookies as his update.

C. Treasurer: no update

D. Secretary: no update

E. Advisor: She was very surprise about the party and said “I am blessed to be your advisor” She also said she is pleased with the work; all the officers are doing for Middlesex Community College and SUGA.
Paula is going to present her remarks on the day of the awards ceremony.

II. **Minute Approval**: The previous minutes was approved and had unanimous vote.

III. **Old Business**

A. SUGA Committees

1. Public Relations:

The SUGA day is not coming on this semester. They made flyers and business card for SUGA officers.

B. Special Committee:

1. **Transportation**

A. Internal Research: All the surveys have been compelled and we had only 300 survey. If any officer is having some of the survey he or she should bring it.

B. External Research: He will email what he had for the week.

2. Food: Working on the promotion of the smoothie
3. Masspirg: no update

IV. New business:

The rules committee recommendations were approved.

Open Floor:
Lidiane moved to adjourn the meeting at 4:30PM and seconded by Bruna.