Staff Minutes
September 18, 2002
7pm – 325 HUB

I. Roll Call –

II. Approval of Minutes – motion to approve September 11, 2002 minutes made by Jayneel and seconded by Tara

III. Reports

1. Caucuses

a. Northeast – Kevin D'Ausilio

i. Northeast caucus report Wednesday September 18, 2002

- Working on setting up a community service event at Wilkes-Barre at the VA nursing home. We will be handing out canteen packets to Veterans along with spending the day interacting with them

- Gathering the list of internships from career services to bring to the next ccsg meeting. Once acquired list from each campus they will be posted on the internet followed by a short description of each internship.

- Asked for a list of all SGA new members along with anyone else who wants to be put on the NE caucus list server

- Updated DSA's on what is going on in the caucus

Wilkes-Barre is straighten out a lot of its beginning of the year problems

b. Southeast – Drew Lavenberg

c. Two Location – Thom Slaski

i. Two-Location Caucus Report

Berks

Skateboarding issues
Create a senate
Space for commuters

Harrisburg

Getting people involved in sga
CCSG for SGA only?
Bad sga publicity for tuition hike

Lehigh Valley

Smoking in front of entrances
Distribution of money issue
Club participation in sga non-existent

Make pool table id usage.

Schuylkill

No common hour
Community participation
Commuter participation

Information secession topic

Commuter involvement

d. Northwest – Brian Marko

i. Northwest Caucus Report

September 18, 2002

Communications:

The Northwest Caucus Director has been in communication with all four presidents within the caucus during this last week.

Activities:

Currently the locations are holding their elections for freshmen and open seat positions. A majority of the locations will also be facilitating retreats within the upcoming weeks.

Caucus Info Session:

The Northwest Caucus Director has personally explored ANGEL, which is the caucus' primary utility in their session. We have also started dialogue between the presidents on how the session will be demonstrated. The director has also asked each location to make their respective senates aware of the program and our purpose for the session.

Out of Caucus Meeting/Conference:

November 2nd meeting in Shenango is still being discussed. This meeting will cover the issue on relations between Lion Ambassador organizations and Student Government Associations. The Northwest Caucus Director wishes to also incorporate some activities and planning meetings for the Caucus Info Session at the conference. The details have yet to be set.

e. Southwest – Joe Curigliano

i. Well the southwest is doing their very best. We are having our first Out-Of-Caucus-Meeting this Saturday at Fayette. There will be a campus tour, a discussion on issues affecting the campuses, as well as a chance to go bowling. There seems to be a lot of events in the planning stage and I hope to see them all become "good times". Now the campuses are doing an awful lot:

Beaver:

- SGA vs. Faculty softball game
- Hypnotist
- Body toning class is back by demand
- Flight simulator coming up
- Working on committees

Fayette:

- Planning the Penn State Pride week to start off next week
  - Guess the legos in a jar
  - Door decorating contest
  - 60's Day
  - M4 simulator
  - A coffee house
  - Pie eating
  - Last a Blue and White day
- Updating website

New Kensington:

- Planning the end of Semester Formal
- Have asked if Events Coordinator could email list of weekly events underway at New Ken

McKeesport:

- Pushing the All-U-Day tickets
- Planning the Foam Party
- Really getting to work on a productive year

I have a good hope that all the campuses will be able to make it to the caucus meeting and I want to end with my thoughts that this year we are going to get a lot accomplished.

2. Committess

a. Academic Affairs – Brett Kluskiewicz

i. CCSG Staff Report

Brett Kluskiewicz
Academic Affairs Director
9/18/02

I attended the Academic Assembly Meeting on Sept. 16, 2002. On Sept. 9th and 10th respectively the Student Council Caucus and the Faculty Senate Caucus held their first meetings. A take your professor to lunch program will be going on in University

Park from Sept. 30th to Oct. 18th. The majority of the meeting was dedicated to guest speakers Dr. Carter (Assistant VP of Student Affairs) and Mr. Terrell Jones (Vice Provost for Educational Equity). They talked about their roles with the University followed by an informative question/answer session.

I planned to schedule a meeting with Dr. Jacobs, the Vice Provost of Undergraduate Education, but due to the current inflexibility the meeting date will be deferred to later in the semester.

I've been keeping contact with the Commonwealth Locations via email. Several campuses have responded to issues discussed at the first Council meeting, including an informative letter to campus student list-serves concerning the importance of SRTE's and a program at the Behrend Campus called First-year Interest Groups (FIG's) similar to FYS classes but run by student mentors in like majors as the group members.

Finally, a meeting with Josh Troxell, the president of Academic Assembly, will be held later this week, probably Thursday, concerning USAC (University Student Academic Committee). Also, another email will be sent to the Commonwealth Locations within 48 hours.

f. Student Affairs – Crystal Saverioni

i. Student Affairs Committee

Crystal Saverioni
September 18, 2002

After waiting for the new people to be added to my list, I contacted my committee as a follow-up to Council weekend. I asked a few questions about what they thought about the meeting and what big issues they want to work on this year. I also attached the minutes from the Council weekend for those students who attended the meeting at the conference but do not attend CCSG meetings. I let them know that if they have any problems they can contact me whenever.

Also at the Council meeting a couple of main issues came up as far as food, smoking, and student apathy towards each other. I emailed those students who talked about them to ask for more information so I can help them better. I only heard back from Beaver about the food issue. I also emailed the manager of the bookstore at Worthington-Scranton about the lack of books they have available to students, mainly the nursing books. I did receive an email back from her with an explanation to not having the books in stock. Mike Wetmore, from Berks, emailed me about their ID+ system that they want to implement there. I am looking into that system for him.

The meeting with Chris Hurley is Monday at the Nittany Lion Inn with Mike Cooper. I also have a meeting for next Tuesday with Joelle Sherlock, from Career Services to talk about what went on at the Council meeting and to see what can be done for CS at the campuses.

g. Governmental Affairs – Anthony Bizzaro

i. I have emailed my committee about the voter registration drive and the first phase of the lobbying effort. I don't think that the campuses understand the importance of the voter registration drive, or that the deadline for the

Pennsylvania registration is Oct 7. Only two campuses have responded to my email. So I will be emailing them again and perhaps calling.

The Gubernatorial Debate is tomorrow night at 7:30, and I will be attending. Before the debate, the USG government relations committees will be holding their meeting and I will be attending that as well.

Finally, I have a meeting with Dr. DiEugenio and Dr. DiRaimo on Friday at 9:30am to discuss the logistics of the Governmental Affairs tailgate that Cooper, JD, Kip and I will be attending. Also, I will be asking for their advice on representative to lobby.

h. Diversity Affairs – Jayneel Patel

i. Unity week
-Unity brunch on Saturday
-Details to be worked out

MLK
-This year, university wide moment of silence

Diversity Leadership Conference
-Received some good ideas
-Date and place to be decided

Debate
-Debate on having diversity focused classes and/or faculty is tabled.
-The committee will vote on this issue at the next council meeting.

i. THON - Tara Minchin

i. first canning weekend is October 25-27, 2002, we will be canning in Pittsburgh on December 8, 2002; Lauren mentioned that people may have a problem with other people contacting "their" families, she said it happened to her when she was at McKeesport

ii. THON's Weekly Report #3

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*  Met with my CCSG (UP) Committee- Tuesday, 6:30
-  Had the committee over for spagetti dinner.
- Discussed social events being planned
- 2 for our immediate committee
- 1 for CCSG (whole) THON committee
- Morale- reconstructed spitir points; was given THOn Chair contact
sheet and will be contacting their Chairs within their respective
caucuses
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- Finance- created spread sheets to keep recordsof the money turned in and also to hand out to the campuses.

* Met with Communications committee (Monday- 9:30pm_
- Discussed and planned how we are going to run the "New-to-THON" program being held on Wed, September 25, 2002- 7pm in Alumni Hall.
- Will be meeting again on Monday at 9:30pm
-Spoke to Jake after the meeting ...
    * He will contact Family Relations Overall person to get a list of families that surround the campuses.
   - He will get a hold of music from last year's line dance b/c Lehigh Valley requested it so they can do the line dance while canning!

*Registered the 19 campuses and CCSG

*Held 1 on 1 Conferences with 13 campuses this week!
- The campuses have or are setting up committees. Most of the campuses have brainstormed on what events they want to hold and some have started breaking down to the specifics! We discussed their individual goals- a common one was to raise awareness and education at the campuses and within their communities!

*I emailed the THON Chairs at each campus-
  1) Minutes from our CCSG meeting
  2) THON Chair contact list (name, campus, caucus, and email)
  3) Official and updated timeline

3. Departments

a. Information Technology – Kevin Homan

i. working on the website and will meet with Cuppett tomorrow to learn about FLASH; Tony still hasn't com to fix PageMaker on the Councillor computer

b. Councillor – Elizabeth Eisenhart

1. i. First Newspaper Readership Meeting of this semester is on Friday 9/20 from 12 to 1:30 pm. I will be attending.
2. The Councillor Staff met on Tuesday night to discuss one-on-ones for individual assignments and preparation for up coming October issue.
3. October Issue Deadline is Wednesday Sept. 25th for campuses, staff, and advertisements.
4. We have two new members of Councillor staff, a photographer from Lehigh Valley at UP, and a writer from the New Kensington Campus currently at New Kensington.
5. I am still waiting for PageMaker and Photoshop to be accessed on Councillor Computer.
6. We are looking at a 16-page wide sheet format for the October Issue of the Councillor, this would be a four page increase from previous editions and would incur a larger payment to the CDT. The increase will be from $968 to $1017 for the 16-page with the regular distribution rate of 4,000 copies.

7. Michelle and Lindsey are doing a great job in following through with an aggressive advertisement plan.

c. Public Relations – Vera Spina

i. I finished the brochure for the Open House; I will get the Press Invite out about President Spanier speaking at the next Council Meeting much earlier this time, at least 5-7 days in advance; State of the Student Body Address, *The Collegian* has denied Mike and Rubina space to write the "Student Leader's Response"; I want to make a quick fact sheet that will have vital information that can be handed to the press, and can b used as a reference for press and for when speaking to the press; Fundraising – nothing yet, trying to come up with ideas, waiting for Alumni to get back to us with ideas, it may be something like selling candy/candles; I am writing for the Councillor as well; my birthday is in 2 days ☺

d. Programming – Lauren Cycak

i. All U Day

- I'm in the process of figuring out what exactly we are supposed to do for the half-time show.
- I need volunteers to park their cars in lot 80 after 5 pm Friday September 27th so we can save spaces together for the tailgate party.

October Council Meeting

- Friday night we will be having Open House in the CCSG office
  - Pizza and pop will be provided.
  - Thinking about ordering some sort of pin to give out
- Saturday we will be going on a Hayride at Stone Valley Recreation Area
- We will leave the HUB parking deck at 6:30 sharp
- Directions will be provided.

Homecoming

- Our float theme is……Construction @ PSU.

-I need help designing the float or some one to design it for me. If any one can help or do it please see me so we can talk about the float.

-The people participating in the Nittany Pursuit are

- Zegar, Dingy, Crystal, and Olney

-We are going to get hooded sweatshirts for homecoming. Design ideas would be very helpful. If you have any get them to me by next staff meeting.

-Float building will be held at Fleet Operations. We will start building the float October 15th. This is the last day of Fall Break and it would be greatly appreciated if some of you could cut your break one day short and help with the float.

November Council Meeting

- Not sure what the after council activity will be. I'll let every one know at a later date. Any suggestions let me know.

Semi-Formal

- The semi-formal is coming up soon. At this moment we aren't sure where it is going to be but the date is most likely going to be November 22nd. Reason behind this is the week after that is Thanksgiving weekend. The weekend after that is a canning weekend.

**Cooper came up with the idea for the homecoming float

e. Staff Assistant – John Dingfelder

i. nothing to report

New Business

a. All-U-Day pick staff member – Michelle Armstrong and Crystal Saverioni
b. Pictures – Zegar will be taking pictures next week- dress nicely, might be used for "Superstar of the Week", pictures might also be placed on the bulletin board and may pop up in weird places so make sure you dress nicely
c. Homecoming – week long celebration of Penn State University, big parade on Friday night

Old Business

a. Staff Shirts – still have not received money from everyone, have a list of people who have not paid if you haven't please see Zegar after the meeting, he needs the money to buy groceries ☺
b. GOTCHA – in full swing for one week, please do not leave spooky messages on answering machines, do not do something to other people that you don't want to have done to you

Executive Reports

a. Secretary – Olney Pray
   i. emailed all the presidents about contact information so Zegar and I can finish making the Survival Guides, caucus

directors are now in charge of making sure their campuses have their information in

b. Financial Manager – Steve Cuppett
    i. attended a Treasurer's workshop to learn treasurer stuff
c. Chief of Staff – Chris Zegar
    i. Caucus directors – I would like to meet with each of you to discuss your caucus info session topics, Thom please meet with me first; Change of Assignment – I have not gotten any volunteers from USG, I will be emailing you within the week regardless of whether I get a list from USG or not; CLEAN OFFICE; Spanier will be coming to our meeting, start telling your committees/caucuses to start formulating questions now, we only have him for an hour; exams – please be mindful that you have them – school comes first; staff – CCSG is a priority please, you cannot miss these meetings for any old reason
d. Vice President – Nikkie DeSimone
    i. **REPORT OF THE VICE PRESIDENT**

SEPTEMBER 18, 2002

SUBMITTED BY: NIKKIE DESIMONE

- Due to the time changes for the October Council Meeting, President Spanier will now be speaking from 8:00-9:00 Friday night. Thanks to Vera for getting that confirmed for me.

- Just an FYI, I am going home this Friday and won't be around the office until next Wednesday, for personal reasons. If anyone has an issue that arises in the office and you need to get a hold of me (or even just to say hi ☺) call me on my cell phone at any time. The number is on the board in the office.

- If anyone is interested in seeing all the Faculty Senate Representatives (including both faculty and students) for the Commonwealth College, you can find it at: http://cwchome.psu.edu/cwc/FacStaff/Senate/senators.html

- I attended part of Academic Assembly with Brett this past Monday. I am sure he has or can fill you in on what happened there.

- I've emailed Diane Ryan, the Executive Director of the Alumni Association, to further pursue methods of fundraising with possible help from the Alumni Association. Hopefully we can get the ball rolling with this. More on that to come.

- Have a great weekend everyone! See you next week ☺!!

e. President – Mike Cooper
    i. Trustees meeting was this week, introduced appropriations of about 14.5 million dollars from the state, we will have a 5% tuition increase, thanks A LOT to central staff for coming out and supporting me this weekend at the Justice Rally; Gubernatorial debates are tomorrow at 7:30pm at Eisenhower Auditorium, we will meet at the HUB at 7:15; LISTSERVS, haven't been seeing too many emails, would average about one per week to committee or caucus, very important to make sure that they know you are still working for them; taking messages, must make sure that Cooper and everyone else get their messages; thanks for coming to the State of the University address, disappointed in not seeing more people out, but it was a busy day; Caucus directors, survey for housing options at Commonwealth location; CONGRATULATIONS Nikkie, Morale captain for THON; Mike should be the one talking to the DSA's, must let him and Nikkie know if anyone is going to initiate conversations, also do not email them individually, email Mike and he will send out what is necessary, allow Mike to do his job; will be participating in a program for freshman with Rubina, they will be following around Mike and other student leaders, will be doing it for credits, Mike will also be a TA, the freshman may be assigned to help staff members; tuition question - overall value of a Penn State degree is higher and the amount of money funded from the state in lower, have to make it up somewhere plus inflation, will be talking about the tuition issue at the next staff meeting

Open Forum

a. Secret Pal – in the past Central Staff has participated in a Secret Pal program, would pick names and buy them something, at the end would have a big party and find out who your pal is; Zegar will make final decision regarding Secret Pals; we will be having a holiday party at the end of the semester
b. Southwest Caucus – out of Council meeting 12:30-5 Saturday at Fayette
c. Brian – informed that the USF rep. from Altoona resigned

Announcements

a. THON

Adjournment

a. motion to adjourn by Thom and seconded by Kevin H.

Submitted by:
Olney Pray ☺