Central Staff Minutes
Wednesday January 22, 2003
7pm – Donovan Room

I. Roll Call
Mike Cooper, Nikkie DeSimone (excused), Chris Zegar, Steve Cuppett (late), Olney Pray, Anthony Bizzaro (late), Crystal Saverioni, Ryan Melling, Brett Kluskiewicz, Tara Minchin, Brian Marko, Kevin D'Ausilio, Drew Lavenberg (excused), Joe Curigliano, Thom Slaski, Liz Eisenhart, Vera Spina, Lauren Cycak, John Dingfelder

II. Approval of January 15, 2003 Minutes
a. Minutes were tabled by Liz and seconded by John

REPORTS

Caucuses

Northeast – Kevin - Out of Council meeting in Scranton on January 19, 2003, discussed ~ once this semester the caucus will attend an event at each of the Northeast locations, community service project in Scranton (telethon), the finished caucus info session was given to me, Scranton wanted some information about student book buy back

Southeast – Drew -

Two Location – Thom - emailed last week to see if campuses wanted to change anything about the goals, talked to Parul and she seems really busy, but Harrisburg is ok, haven't heard anything from anyone else

Northwest – Brian – Communications, talked to Shenango and Behrend this week, sent out emails through Angel informing them about the Caucus info session, various goals, and other information that they should be aware of, haven't been able to talk to the Altoona and DuBois presidents, going really slow in about the Information session, if DuBois and Altoona do not get back to Brian, then Shenango and Behrend will do the presentation themselves, will be attending Altoona on Friday for their mini THON, Northwest will be going on Saturday during the afternoon

Southwest – Joe - Southwest Appreciation Week, I will be attending all 4 campuses this week, everything is going well, trying to get set up to talk about the Caucus Info session, no major problems, emailed everyone, Southwest will be wearing red at Friday's Council Meeting; Dingy wants to color his hair red because he is also from the Southwest, Fayette, rebuilding things, New Kensington, everything seems to be the same old same old, special thanks to Vera who will be driving me there so I won't get lost, Mike wants everything forwarded to him, I will meet with you on Monday after I have met with the campus on Saturday

Committees

Academic Affairs – Brett – Mont Alto just shipped me their survey's today, haven't received anything from Berks yet, have received half of the checks, probably implementing the FYS surveys during the Spring Semester, I wanted to send out an email earlier this week, I have a virus on my computer, you can take your computer to CAC and they will clean it for free, tentative date for looking at surveys, will need to look over surveys and need some help to change them, still waiting for Berks and maybe are waiting for some more

Student Affairs – Crystal –

Student Affairs Report

January 22, 2003

I sent out an email to my committee just to welcome them into the new semester, and asked for any problems/concerns/acknowledgements for Housing and Food. Cooper, Nikkie, and I are meeting with them on Monday, January 27 for a dinner meeting. Only one campus has gotten back to me so hopefully it means that everything is going great. I did receive an email back from Abington about the smoking issue. It is something that has been brought up and discussed in this committee and we are working on ways for the campuses make more smoker friendly

environments, while at the same time not interfering with the health of non-smokers. I am going to be talking to my committee about ANGEL use versus a web page, and if they would like a web page better Scuppett said he would help with that. I want this meeting to be more of the students talking then me because I do not think that they have been proactive enough. I do not wants students feeling that they get nothing out of the meetings so if they contribute hopefully it will not seem that way.

Governmental Affairs – Anthony – I am late because I still don't have housing for next year, we aren't going lobbying on January 27, I am going to the budget office to find out some information, Cooper will go with me, will be going to the Governmental Affairs office as well, will be emailing my campuses, April 1, 2003 11:00 am 2nd Rally at the Rotunda, need to find someone who will speak, friendly to Penn State, will need help with the mailing, there will be another GAC organization meeting coming soon, talked to Pitt Bradford, Cooper did a lot of work for Temple, they are very unorganized, you can still try but they are really unorganized, Cooper has a contact name and email from someone at Temple if you want to get in contact with

Diversity Affairs – Ryan – have been establishing connections with Black Caucus and Allies, is going to meet with Nikkie about the Diversity Summitt (Ryan's mom called him ☺), trying to get a meeting with the Diversity Coalition, will really need their assistance and help, have a question about Angel and Brian will help him out, Dingy, if you need any help I will be there, the Progressive Alliance Coalition have already been spoken to by Liz and know about the Diversity Summitt

THON – Tara – retreat was this past weekend, we will never have spaghetti or Jeopardy again, will register the campuses on Monday, all the campuses have the minimum amount to register, Dancer Mail, will be making it and need help so they can have as much as possible, there was stuff left over from the THON retreat,

Tara will make spaghetti for before the meeting, deadline for dancer mail is two weeks before THON (February 12, 2003), we will make it during the staff meeting next week, turned in the money – about $21,000, not bad, its pretty good

Departments

Programming – Lauren – Breakout Rooms are reserved and they are correct, we have two options for After Council Activity, snow tubing ($10) and ice skating ($5.25), think ice skating is a better idea, a lot of alumni will be coming back that evening (maybe a reception), maybe we shouldn't have anything because it is also Joe's Birthday, eat skate drink ☺

Public Relations – Vera – Liz, have we ever thought to put an announcement in the Collegian? Will just be to say that Council is going on

Councillor – Liz – deadline is this Friday, hopefully I will have a lot of articles from everyone, I extended our press date until Tuesday morning, thanks to Scuppett for fixing the Councillor meeting, if you need advertisements for the Diversity Summit, Alumni Interest Group, or Rally in the Rotunda see Liz after the meeting, February's deadline will be February 26, 2003

Advertising – need a current balance for the budget, hopefully everything will go smoothly

Staff Assistant – John – I ordered all the office supplies today online, if anyone needs help with anything that I can assist you with my email address is dingy@psu.edu, please contact me, there is absolutely no paper in the office, Thom and Tara owe the office paper so we will give a ream, mini Monster Ball is now in the office

IV. New Business
   a. Change of Assignment – started with gather information about what we thought kids from other campuses or colleges, Joe and Drew single handedly turned around the discussion, had a Casino Night the week before school started, helped out by ARHS, handed out surveys during the last week of classes, had about 30 surveys returned,

plan to do the Involvement Fair, February 11, 2003, Mike turned it down last semester because there were no positions open, we want one for this semester's fair, we need people to help hand out surveys, will hand out lollipops, need to develop a new survey for council based on exactly what they would like to be given to them and what they would need to know more about, 2 pilot programs will be set up at two campuses, need to know if we can have time at Council, can put the surveys in the folders and the presidents can hand them out, won't take any more than 5 minutes to do, we have extras there, will get 10 minutes on Friday to explain, will be passed out to the gallery members as well, Mike and Liz will talk about it and they will work out together

b. Crystal moves to move everything ahead in the agenda and seconded by Brian
c. Gotcha – do we want to do it again? Would like to put it off until after Council, will be bringing this up again after Council

V. Old Business
   a. Penny Wars – they are over, have to count the Exec. container, but Exec. won, Committees lost, suggestion about punishments should be sent to Chris, Tara and Chris will sit down and decide what's fair,

VI. Executive Reports
   a. Secretary – office hour paper sent around, candy list sent around
   b. Financial Manager/Information Technology – part of my report should be in Departments, new website is up and Joe, Olney, and Marko your sites are fixed, printer prints, Wednesday the Councillor computer will be fixed after Wednesday morning, there is a new keyboard for the Exec. desk, Mike use your sippy cups, the check request and purchase order protocol, please put the requests in my mailbox, Caucus directors please pay attention
   c. Chief of Staff – agendas will be keeping the same form as last semester, if anyone has certain quotes please email them to me, if anyone comes during the morning or afternoon hours I will not be around, you can reach me

after 5, if you have any questions or concerns you can go to Cuppett, Mike, Nikkie, or Olney, one on ones will be taken care of at night, please keep the office clean, do a better job than last semester, read the mid year evaluations – reoccurring theme was to run the meetings tighter and stricter and that's how they will be run

d. Vice President
    i. First I apologize for not being here. I had another commitment this evening that I could not get out of. There will be only 2 other meetings this semester I will have to miss for evening exams. Once again, my apologies. Constitution – The most recent version is in the office in the blue Legislation binder, which is located on top of your mailboxes. If you get a chance please skim through it – since I had to retype the whole thing, there is room for human error. Derek Durkea caught a few spelling mistakes – simply words that spellchecker didn't catch. The more people who look objectively at it, the less chance for further error. Summit – I am meeting with Amy Stipe this Friday to discuss some issues between USG and CCSG in relation to the Summit. We're looking into getting academic space – preferably Thomas – I should have an update on that by Monday. As soon as I meet with Amy I'll be emailing everyone listed in the OAG. To spark more interest and possibly get them involved. Paper – It if hasn't been already said, please do not use the office printer for anything that is non-CCSG related for the time being. We are currently borrowing paper from other offices because we have none. There are other labs that are relatively close to the HUB (Bouke, Pollock Library, even Atherton) for non-CCSG material in the mean time. Thanks for your understanding and cooperation.
e. President – Caucus directors, I need you to be very close with your SGA's, long detailed discussions with them, Good Job Joe, I need to make sure everyone is set for the agenda and make sure they understand it, if you do have any situations that are questionable instances that might

be a source of drama, you must alert me immediately, it is important that I have an understanding and be able to help if I am needed, appointments – Ryan, Dr. Jones, Liz, Dr. Jacobs, Brett, and Crystal, please see Mike after the meeting, next week is the week that Mike's students will be coming around the office, they are freshman, will be going to some appointments next week, will be coming to the Friday night meeting as well, because Zegar isn't going to be in the office, communication is important, I need to be able to communicate with everyone much better, need to know what's going on in each area, Trustees last week, applications for Penn State are up 10% system wide, looking good in that aspect, enrollment will stay steady, there needs to be more need based scholarships, talked about Judicial Affairs, increase system wide in academic dishonesty, as you know there are two remaining slots that need to be filled, Information Technology and Advertising, please refer anyone to Mike, we are looking to fill those spots, it is hard for people to do more than one job, hazing is not permitted for my kids, I need that credit to graduate, hazing is permitted for Ryan, the Collegian has decided that the anything CCSG has done this year has not been newsworthy, if anyone is going to write an editorial to the Collegian ~ do not sign it CCSG anything

VII. Open Forum
   a. THON – Events – February 1, 2003 LateNight at the HUB, commonwealth location kids are allowed to come, 3rd Dancer meeting – must be there, 5th Men's Hoops, 6th Athlete Auction and night out at Zeno's Grill and Players, 8th King of Prussia promo, 13th THON Hoops, January 30th Kick Off Dinner, February 14-16 Last Canning Weekend at Zegar's in New Jersey and Marko's in Virginia, February 21-23 THON starts at 7pm; we will not be canning in Philadelphia with UPAC, will be canning at Tara's house, we have to raise $500 more for dancers, we as CCSG have done nothing for THON, it is really disappointing, THON retreat was excellent, thanks for all your help, if you have worked hard thanks for helping,

maybe stay at Brett's house, to be on the floor pass must have canned at least 2 times, John will talk to Tara later

b. Brian – needs to know who will be going to his house and would like to have a finalized number next week, Legal Affairs – determined to get it moving at this semester, at least at Altoona, they are the ones that have the most problems, I already have an individual at some of the campuses, I will be doing the training on Sunday after Council, the people who sit in the meetings are allowed to talk, I will be training the commonwealth students, and if they talk in the meeting, I don't feel that the paper they sign does not relieve them of their legal duties, need some feedback from Anthony and Drew, Anthony – the only way someone would get sued is if they would be lawyered and they are stopped if they are doing that, hopefully after I go through this training I will know more about it, really want to get as much information as possible before presenting it to the campuses, Ryan has information about Penn State alumni lawyers that could talk to, there is also a lawyer downstairs who works for free, set up an appointment with him, he isn't affiliated by student affairs,

VIII. Announcements
   a. Stupid Joke of the Week

IX. Council Discussion

X. Adjourn

Submitted by: Olney Pray ☺