4th SESSION OF THE 43rd GENERAL ASSEMBLY

Thursday, August 30th, 2018

I. Call to Order
   A. 5:31 PM

II. GA is now an ELECTRONIC-FREE zone
   A. Please stay of phones, laptops, tablets etc. If you need to take notes please use paper and pencil and any documents you should need should have been sent to you by Tuesday at 5pm so make sure to print any documents ahead of time including the agenda

III. Dress code
   A. Acceptable tops: Blouse, Button Up shirts, Polos, Blazer/sportcoat is optional; not required
   B. Acceptable bottoms: Slacks, Khakis, and Skirts
   C. Acceptable shoes: Flats, Heels, and Dress shoes
   D. Not Acceptable tops: tank tops, t-shirts, crop tops etc.
   E. Not Acceptable bottoms: Jeans, Leggings, yoga pants, shorts
   F. Not Acceptable shoes: flip flops, sneakers

IV. Roll Call

V. Approval of the Minutes
   A. Approved with no Objection

VI. Invited Guests
   A. Student Leadership Center Staff - Elliot Howard
      i. The Leadership Center is currently under a developmental reconstruction
      ii. Please reach out to Student Leadership Center (SLC) if you are in need of leadership assistance. We are focused on helping all student develop their leadership potential.
      iii. Drop ins are welcomed however, workshops are encouraged.
      iv. Conferences are hosted through the SLC, examples are the Texas Women’s Conference, Texas Tribune, and the Civil Rights and Social Justice Experience. Some are application based which can be found on Rowdylink.
      v. Follow our social media for more updates.
      vi. We are hosting the Homecoming storytelling brunch with the UTSA Alumni. It will be centered around sharing thoughts and experiences with Alumni and creating connections.
      vii. Questions: Is transportation provided for conferences? Yes, it is included in the cost of attendance.
      viii. Where is the SLC office located? we are located on the Paseo storefronts between Rios hair salon and the Rowdy Mart.

I. Announcements
   A. Justice Joel Reyes
      i. From this point forward, if you are an elected individual, or appointed, you represent the Student Government Association(SGA); any undermining senators and elective officials will be brought to the Justices and Executive board’s attention.

VII. Open Forum
   A. Matthew
i. Current concern of the inefficiency of the Student Government Association Constitution - What steps will be taken to fix the Constitution? When will we see the changes of the Constitution? Who will be present in the meetings pertaining to the rewrite of the Constitution? Currently the constitution is too long, it is currently longer than the United States Constitution. It is disordered, article 12 and 16 are examples. The format hampers the ability to read it properly. Some articles are redundant. It’s to specific, some wording can be moved to the By - Laws. These issues need to be addressed.
   - Brittany Garcia- The last constitution was passed rapidly and out of our timeframe. We have talked about the Constitution previously, and we have some of the same comments. Official announcements have not been made, however, we will present them to the student body to read and vote on by April, 2019.
   - Joel Reyes- We are currently working on the Constitution and it will be made into a streamline document. Once it goes through the correct channels it will be implemented and presented to the student body.

VIII. Advisor Reports
A. Drew Shelnutt
   i. Officially the Assistant Director of the Student Leadership Center.
   ii. I will respond to emails in a timely manner
   iii. Events to look out for:
       - Tuesday, September 4th, is the Civil Rights in Social Justice movie night.
       - Every first week of the month the Student leadership Center and the Council of Student Organizations will host a forum of student organizations. The second week will consist of a Basic Need-to-Know workshop for Registered Student Organizations. The third week will be a facebook live video about the Advance skills topic that will be worked on the fourth week. The fourth week is advance skill workshop.
   iv. Remember, the Student Government Association is implementing a proposal process this year, please ask question and stop by if needed.
   v. Andrew.Shelnutt@utsa.edu
B. LT Robinson
   i. Co-Advisor to Student Government Association
   ii. Officially the Assistant Dean of Students and Director of Student Leadership.
   iii. I was Initially hired to spearhead 3 main projects at UTSA and then was promoted to my current role, three months ago. My previous position before UTSA was at the UT-Austin residency hall.
   iv. Events:
       - Gallery 23 is hosting the Resilience Grand Opening in the Student Union, Wednesday September 5, 2018 at 3PM. It can be seen from 11AM- 7PM during the regular operating time.
   v. LT.Robinson@utsa.edu

IX. Executive Reports
A. Office Rules
   i. Listed Below
B. President - Brittany Garcia
   i. Introduction
       - Chair for Sahera - San Antonio Higher Education Representative Assembly
       - COSA intern - City of San Antonio
       - I am from Pharr, TX
       - I would like to walk the Tower of America
i. It is a 20 dollar event to participate. It will be hosted in January with the option to do a marathon before hand. Let me know if you are interested.

ii. 2018-2019 Goals:
   - Using resources to impact all students respectively
     i. Example: Golf Cart parade was passed down to the Council of Student Organizations because organizations were the main individuals to participate in the event and not ALL the students.
   - Fall summit, which is September 15, will be a more in dept session of being an active members, senator, and director and learning to better utilizing resources
   - Please have a list of ideas/initiatives by October 1st
   - The overall goal for initiatives is to have 75% of all initiatives completed by April

iii. RED LIGHT GREEN LIGHT
   - This system will be implemented in committee meetings and posted in the office. It will show were initiatives are in their stage of planning. The goal is that each individual must research and plan events efficiently. You must have facts and students concern present in the proposals. If it does not have SGA President stamp of Approval then the proposals will not be supported.

iv. Expectations:
   - SGA business will be communicated through Student Government email. 
     (First.LastnameSGA@gmail.com) You must follow appropriate channels and include the right individuals in emails.

v. Let me know your current statues in school or life, if needed.

vi. Golden 20:
   - 80% of your time is doing what's in your job description. The remaining 20% is usually wasted
   - The goal is to turn the 20% of time into something exceptional outside your job description

vii. Brittany.GarciaSGA@gmail.com

C. Vice President - Mariah Crippen
i. Introduction
   - I am the Chair of General assemblies
   - Agenda is my jurisdiction, I will try to send them out no later than Tuesday.
   - I am a Junior who is majoring in Education. I plan to teach 6th grade English.
   - Any more questions about me can be answered later on

ii. Special meetings Dates:
   - September 6 meeting is hosted in Ballroom 2 at 5:30 PM. We can guide you the day of if necessary.
   - Workshops will be held in these meetings to help spearhead initiatives efficiently
   - October 4 in meeting will be hosted in the Denman with Chief Lewis
   - October 18 meeting will be hosted in the Harris Room with President Eighmy
   - November 1 meeting special guest will be Lisa Campos and Sam Gonzalez

iii. Mariah.CrippenSGA@gmail.com

D. Treasurer - Amber Shannon Barbosa
i. Anything financial related falls into my jurisdiction
ii. Leaderfund will still go through Student Government
iii. Any proposals that consist of funds need to be sent to me three weeks in advance
iv. Any questions about budget, please contact me.

v. Amber.Shannon.BarbosaSGA@gmail.com
E. Secretary - Lorelle Jackson
   i. You are allowed 6 excused and 3 unexcused Absences in a Term
      ● Must notify me by email before 5 PM on Thursday or not Excused
      ● Must attend all General Assemblies (GA), committee meetings, and mandatory events
   ii. GA attendance:
      ● Must be in attendance during roll call in the beginning and the end to receive full credit.
   iii. The Chair must be contacted at least one (1) hour prior to the meeting by choice of contact; you will be unexcused if chair is not contacted.
   iv. Make sure I have your correct email:
      ● It will be your responsibility to inform me if you are not receiving emails
   v. Do not Direct Message me about your attendance/excuses:
      ● All communications must be emailed
   vi. Lorelle.JacksonSGA@gmail.com

F. Speaker of the Senate - Michael Barbosa
   i. I am a currently a College of Business Senator as well as Speaker of the Senate
   ii. Speaker of the Senate helps with senator issues and communications if necessary
   iii. Senators, please be engaged in SGA to the fullest!
      ● Be proactive, take on the problems that may arise
      ● Get engaged with the Directors, they need assistance also
      ● Reach out to constituents, reach out to me for tips if needed
      ● Utilize your fellow senators, be a team.
   iv. If you run into issues TALK TO YOUR CHAIRS!
   v. Michael.Barbosasga@gmail.com

G. Chief of Staff - Julie Castillo
   i. I am the point of contact for all University wide committees
   ii. All correspondence for Brittany must go through myself
   iii. Expectations:
      ● CC me in emails to University officials
      ● Send the times of University Committees and a 48 hour advance notice if you will be absence to these meetings
      ● Brittany Garcia- Julie is my right hand brain. University committees are not for Executive officials, it is for the senators. Please respond accordingly to emails and accept responsibilities.
   iv. Julie.CastilloSGA@gmail.com

H. Executive Director - Sidney Montero
   i. Meet your Directors!
   ii. Downtown Event
      ● NVRD Sign making day, September 8, 2018, from 12PM - 6PM
   iii. Calendar and Events - Alyssa and Sierra
      ● Best fest idea: photo booth
      ● Roadrunners give back: volunteering
      ● Window Wars
      ● Roadrunners Live (talent show)
      ● Golf Cart parade
      ● T shirt Exchange/Field Day
   iv. Downtown Affairs - Henry and Cynthia
   v. NVRD Sign making Event
THE UNIVERSITY OF TEXAS AT SAN ANTONIO
STUDENT GOVERNMENT ASSOCIATION
GENERAL ASSEMBLY MINUTES
(210) 458 – 4597 · SGAUTSA@gmail.com · http://www.utsa.edu/sga/

- Goal is to have SGA presence on the Downtown Campus
  vi. Sidney.MoneteroSGA@gmail.com

I. Executive Director of External Relations - Aileen Montana
   i. UTSSAC - University Texas System Student Advisory Council
      - Sept. 7-8
      - Nov. 16-17
      - Feb. 8-9
   ii. SAHERA - San Antonio Higher Education Representative Assembly
      - Sep. 11
      - Oct. 9
   iii. TSGC - Texas Student Government Coalition
      - Nov. 10
   iv. UDEM - Stay tuned!
   v. Aileen.MontanaSGA@gmail.com

X. Standing Committee Chairs
A. Academic Affairs – John Aguirre
   i. Chain of Command
      - President Eighmy
      - Dr. Espy
      - SGA Academic Affairs (Me)
   ii. What is Academic Affairs?
      - Per UTSA.edu
      - Provides guidance and leadership for all of the university's academic community.
      - Oversees the Colleges, Graduate School, Academic Accountability, Institutional Research, Information Technology, International Programs, Libraries, and many student and community related initiatives.
   iii. John.AguirreSGA@gmail.com
B. Business Affairs – Jack Rust
   i. Business Affairs at UTSA per UTSA.edu
      - Building operations, university finance, student financial services, travel and entertainment, safety, security, campus dining, parking, transportation, training, bookstores, and much more
   ii. Business Affairs is happening all the time
      - More specifically Tuesday’s at 6:00PM in the Nueces Room
   iii. Jack.RustSGA@gmail.com
C. Student Affairs – Rachel Jendrzey
   i. We are everything related to student life
   ii. Monday 5:30 Magnolia room
   iii. Rachel.JendrzeySGA@gmail.com

XI. Unfinished Business
A. None

XII. New Business
A. None

XIII. Takeaways
A. Next week we will be in Ballroom 2
   i. Workshop meeting
B. All meetings will be Business Professional

XIV. Roll Call

XV. Adjournment
A. Approved 7:00 PM

Office Rules

Keep the following enforced during the hours of 8:00am-5:00pm Monday-Friday

I. SGA Office Computers are for SGA related business ONLY during the hours of 8 AM - 5 PM
   A. This means no personal work on SGA computers
   B. You are not allowed to play video games
   C. If you are in the office be ready to work

II. Please monitor your volume when in the office
   A. No Yelling or Screaming
   B. Keep voice levels at an appropriate level

III. Be respectful of other meetings that take place in the office
   A. If a committee and/or SGA representative needs the office and you are not participating in the meeting please be ready to vacate the office within 5 minutes of being told to do so
   B. Please note that no prior reservation is needed for office meetings

IV. Keep conversations appropriate and professional during work hours

V. No food in the office aside from small snacks (i.e., a bag of chips or a cookie from Subway)
   A. Please keep in mind that an exception is made for Drew and Brittany for they have designated office spaces where they will eat with the door closed
   B. We will be starting a 3 strike rule and if not followed food will be banned completely

VI. If you have trash, throw it away before you leave.
   A. place trash in the correct bin i.e. do not throw non recyclable items in the recycle bin

VII. Keep your personal belongings organized and in your area
   A. No personal items should be kept in the office except professional attire to change in, this attire should be kept in designated areas meaning the coat cabinet
   B. Personal items include but are not limited to: books, binders, backpacks, assignments, projects, laptops, and tablets in between classes. These items are your responsibility and should not be left out.
   C. Do not use any supplies or equipment for personal use i.e. computers crafting supplies etc.

VIII. Do not interrupt Drew or Brittany if they are talking to someone and the door is closed.