

Charter Oak State College
55 Paul Manafort Drive
New Britain, CT 06415

Student Association Meeting Minutes

April 28, 2011

6 p.m.

- I.) President Lindsay Pagani called the meeting to order at 6:10 p.m.. Those present were, Linda Walley, Terry Conroy, Rodney Libert and Linda Larkin. They were joined through teleconferencing by Junko Matusuoka and Kym McCoy.
- II.) Minutes of 9/28/2010 meeting were reviewed and approved on a MOTION by T. Conroy and seconded by L. Walley.
- III.) Treasurer's Report was reviewed and accepted.
- IV.) Graduation Day Brunch – Since its inception in 1997, the Student Association has co-sponsored the brunch with the Alumni Association. It draws 200 to 300 participants each year. Several years ago, the Alumni Association decided to hold a separate annual event and the Student Association has been the sole sponsored. It has not been considered a revenue producing event as we charge the participants the cost of the brunch with little or no mark up. There is no cost to the Association. On a MOTION by L. Walley and seconded by R. Libert, the Association voted to sponsor the brunch.
- V.) Umbrellas for Grads – For the past 5 years, the Student Association has paid for umbrellas for each grad who attends the ceremony. The original intent was for each grad to have something to take home with them. The umbrella was chosen in case there is rain on graduation day to protect the grads as they process from the robing area in the Student Center to the auditorium. A MOTION was made by L. Pagani to cover the cost of umbrellas and seconded by R. Libert. A motion was made by T. Conroy and seconded by L. Walley to set aside up to \$1,750 to cover the cost. The MOTION carried.
- VI.) Student Association Citations - The citations are given to graduating students who have contributed time to the College or their community in some special way while working on their degree or to honor those who have overcome significant barriers. The recommendations are made by Academic Counselors and then reviewed and approved by the Student Association. Awardees get a citation at the brunch and the

Association pays for the cost of the brunch for the recipients and one guest. The cost to the Association will be no more than \$70.

Nominations:

Contributions to the College or the Community:

Student #1

Served two terms as an officer of the Student Association, was a student volunteer to test the new Student Information System, has spoken on behalf of the College to the State Legislature. With her new found "free time" since her recent graduation, she volunteers as a coach for a town soccer team.

Success despite Barriers:

Student # 2

She has faced serious health issues and surgeries, family tragedies and has taken on more responsibilities. With all of this, she has managed to graduate with a 3.8 GPA.

A MOTION was made by L. Walley and seconded by R. Libert to award citations to both candidates. The motion carried.

- VII.) Out- of -State Graduates Reception- Each year the Student Association has sponsored a reception at the Marriott Courtyard Hotel where our out-of-state grads stay. It is an opportunity for these grads to meet each other and some Charter Oak staff. It also gives the grads something to do the night before graduation and away from home. The hotel is kind enough to provide a location in their lounge and beverages, free of charge. The Student Association has provided dessert which the hotel allows us to bring in. On a motion by L. Walley and seconded by T. Conroy, a MOTION was made, seconded and carried to sponsor the Reception and \$50 was allotted to cover the cost. Board members are welcome to come to greet the out-of-state grads at the reception.
- VIII.) Student Information Week Events – Although the topics were timely and the speakers were excellent, the attendance both on-site and through the webcasts was very disappointing. Lack of attendance was discussed and the following factors were noted: poor weather, ineffective advertising and cluster of activities too close together.

The following suggestions were made for next year:

- Spread activities out rather than hold several in one week
- Ask instructors to add the notices of events to the Discussion Board and/or Announcements. (Noted that students rarely check email and just go into their courses.)
- Send out a survey to students asking what they would like to see provided.

The members present will email L. Pagani their suggestion for questions for the survey. Linda will provide the Board with some demographic information about the student body.

IX.) Open Forum – It was noted that the group enjoyed the use of teleconferencing to allow those who cannot come in person to participate. All wished Lindsay Pagani well on her upcoming graduation.

X.) L. Pagani called the meeting to a close at 7:10.

Respectfully submitted,
Linda Larkin
For the Secretary