Executive Cabinet Meeting Minutes 09/27/11

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**Zachary Johnson:** Alright friends and family, we will go ahead and call this executive branch cabinet meeting to order at 2:08 pm. We will go ahead and start with some roll call. Joana Rabassa.

**Joana Rabassa:** Matthew Diaz (late), Zachary Johnson (present), Joana (I’m here), Brian Goff (here), William Warmke, Ryan Hebda (late), Lindsay Lewis (present), Toby Thomson (present), Ivan Gil (present), Vincent DeFrancesco (absent), Matthew Gil (present), Mark Araya (absent), Kathleen Tran (present), Daria Milligan (absent), Sarah Rasheid (present), Jessica Lee (absent), Amanda Alvarez (absent), Justin Smith (absent), Briana Jones (absent), Nick Gryniwicz (absent), Bryan Cannata (present), Scott Nee (absent), James Bodden (present), Gary Manka (Justin Donnelly)

**Z. Johnson:** We have Justin Donnelly representing SGATO. Alright, and we have minutes from August 16th 2011 which were sent out.

**Brian Goff:** I would like to motion to also add the minutes from August 30th, 2011 which were sent out.

**Z. Johnson:** Is there any objections? Seeing none, then we will add that. And is there a motion to approve the minutes from August 16th and August 30th?

**Bryan Cannata:** Motion to approve minutes.

**Z. Johnson:** Second, any objections? Seeing that now we have accepted both minutes from the 16th and the 30th of 2011. Any additions or deletions to the order of the day?

**J. Rabassa:** I would like to add a project that Brian and I have been working, under Business it is the Green Shadow Program.

**Z. Johnson:** Does it need discussion?

**J. Rabassa:** It needs discussion.

**Z. Johnson:** Okay, is there any objection to that? Okay. Add that to the business, any other amendments, deletions or additions okay seeing none we will move forward with our department updates. Not use to starting with myself so I’ll get this started here. Last two weeks I have been working on a lot of internal administrative stuff, a lot of the directors and a lot of staff we have had side conversations, I have approached you guys, ask questions about how to perform more efficiently. I have also met with our deputy chief of staff, attorney general, CFO a few times too to kinda talk about the performance of the administration and how we can administer better to our staff make sure we are effectively hitting goals. So with that we have a few updates which we will talk about in business, these are just a couple of simple strategies which we want to put in place to ensure that we are hitting our marks and performing and working as a team. So we look forward to getting you guy’s feedback, but that was mostly developed between discussion within our staff so there shouldn’t be any real surprise or groundbreaking. With that we started off the semester really great, it’s been great to see so much enthusiasm it is also exciting to talk to our agencies and see that they are really starting to hit their marks.
There have been so interesting transitions for all of our agencies and they seem to be really putting them into gear. On the flip side we have a lot of directors and staff come forward asking about how we are performing as a branch and so you know please I want to continue you guys come forward and provide that feedback to us and also work with us and be in the team to help us hit these marks down the road because September was great and the end of August we had a lot of flexibility and we were able to move forward in a lot of ideas at the same time we have goals down the road which we need to make progress on and I think with programming and marketing they have raised a lot of questions about making sure that we are aggressive on those early. So we are going to be here for each other. And we will move ahead to Joana, deputy chief of staff.

J. Rabassa: Okay, so basically like Zack mentioned I have been working really closely with him on a lot of this strategic planning and making sure that we know where we are going to go down the line. From the previous meeting, we had mentioned, Zack and I have mentioned that we were meeting with MOSI to figure out a social, but now we have moved a little beyond a social, they kinda were leaning on us to get some feedback in reference to some of the programs they are looking to have, some of the student friendly business we met up with them and had some of that discussion. Hope to something maybe building up with them in the spring we will let you know a little bit more on that as it unfolds. As some of you noticed, we didn’t have a cabinet meeting two weeks ago, we had too many things going on so we decided to have department reports and just to touch up on that, the template will continue to be on the P drive from now on and if for any reason we do choose to not have a cabinet meeting, I do expect you all to know where to find it if I cannot send it off and I do expect you all to turn it in in accordance to the timeline, because the same way you would be in attendance to a cabinet meeting that is how I can make sure you guys are represented properly to the student body president and vice president and I wouldn’t like for that to be any issue within the department so please make sure you have those to me. Other than that I think I am good.

Z. Johnson: Okay, Brian Goff for Attorney General.

B. Goff: Unfortunately I have been very busy since the last time we had a cabinet meeting. I have had to do a couple of internal audits, the most prevalent one to you guys would be the audit our, excuse me, payroll situation. Largely with Ryan’s help we determined that we are going to move the AD’s that have already been hired to 15 hours from 12 hours because that is what we advertised the positions at. We felt that it wasn’t fair that we advertised one rate and we hired them at another rate. So to make up for that we are going to move them forward, we have to figure out the logistics with SGATO but moving forward it will definitely move to 15 hours. Besides that, I’ve been still working on hiring and fortunately we are almost done with that. We did chief justice interviews this past week and selected a chief justice. And then we are doing dag interviews tomorrow and Thursday and so hopefully we will have someone chosen Thursday and then confirmed the following week so that way we will have someone can focus solely on legal aid. And that way we will have dates where students can meet on campus for that instead of students doing phone consultations because that is all we have been able to do right now. Will and myself have been really busy with other things so it’s been hard finding a time where either of us could be in or one of us be in for two hours and a half hour period to do the legal aid has been an issue to date. I don’t think there is anything else that is really big. Will is not here so I’ll announce for him, because we are very
proud of the fact that he argued his first oral appeal before the court and won. So he has an impressive of 1 and 0. But it is good because it’s a new position and not too many people know about it. So we are really happy with it. That being said I think that is all that I have.

Z. Johnson: You guys have any questions for Brian? Alright, Mr. Hebda, CFO.

Ryan Hebda: We just finished up Bulls Sessions last week those of you that are in student organizations, I saw some of you there. We are having a new protocol for requesting money for events. If you want to request money for an event it needs to be both on the strategic plan and as well as the SG Calendar. And it needs to be brought to my attention ahead of time. We haven’t nailed down an exact amount of time yet, but at least five business days ahead of time so I can get it to the business office for any purchases. Timesheets I’ve had a couple of issues with just so everyone is clear, protocol for them is I’ll put them in the mailboxes, directors I’ll also give your ad’s coordinators, what have you. If you go over your hours just justify them on their. And just make sure you get those back to me promptly. If your ad’s or coordinators aren’t in the office just get them at some point. They need to be back to me by 2 pm the next day.

J. Rabassa: To add on to that, the event has to be on the SG calendar two weeks prior to the date it will be. I’ll be monitoring that, so when a request goes through I will confirm with Ryan that it was posted two weeks prior. I do get notification of that.

Vinny DeFrancesco: Would you like Street Team meetings on that?

J. Rabassa: Yes, by all means that Student Government Calendar is to keep the Executive branch as much informed and involved as possible. Definitely use Street Team, anything of that nature and if you have any questions I’m right here and I am more than willing to help you with that.

Z. Johnson: Also go ahead and include department meetings, taskforce meetings you can put those on their, that’s in addition to your programing and whatnot.

B. Goff: Just a reminder, when you have taskforce meetings that the same as when we have cabinet you need to do public notice and you need to have minutes. I don’t know if you’re the only one chairing a taskforce. But just as a heads up and then I had a question too, for this whole putting things on the calendar and so many business days policy is this something that is set in stone, cuz a lot of times we have things that come up last minute we don’t have weeks’ notice.

J. Rabassa: This is in reference to requesting large budgets, more so for bigger events, like the involvement, like anything of that nature. It is not so much for something that is on a minor scale.

Z. Johnson: Any other questions for Ryan? Okay. We’ll progress, how do you want to this clockwise? Alright we will go ahead and start with James Bodden, ERC, you want to start?

James Bodden: Sure, since the last cabinet meeting I have hired a Supervisor of Senate Elections for those of you who don’t know it’s like my assistant director and it’s Mr. Andrew Uhlir and he was the previous supervisor of elections so he is going to have a lot of insight on elections this year. Aside from that we had over 45 people applied for the midterm elections and we only have about 11 seats to fill so we are looking at some intense competition. They were cleared on Friday, all of them qualified for our Student Government standards of 2.0’s and 6 credits undergrad and not being in trouble with the university, so we are good with that. Yesterday both the Gil’s, Andrew and I met to talk
about elections marketing. We are going to have some goodie bags for poll workers and at least 500 shirts to give out at polls and that is going to be October 11th and 12th from 8 am to 8 pm. Aside from that pretty much just look out for campaigning, everybody should be able to vote and definitely everyone can vote for the referendum going up about the 15% tuition hike. Some students turned in over 1300 signatures so that will be going on the ballot. The last thing is if you guys could do me the favor of watching out for anybody displaying campaign materials or campaigning in student government suite. It’s a big deal because we like to maintain that area as a neutral area and I want to make sure that all candidates are not doing that. That’s about it.

**Z. Johnson:** If you need any assistance from you know executive branch, student government employees for working polls or marketing for the stuff would you maybe get us a little snip it of that just to send an email or something like that? Any other questions for ERC? Mr. Gil, marketing.

**Ivan Gil:** Want to start out with elections; that is going to be a big thing. Hopefully start going full force towards the end of this week. Letting students know about voting for senators and also about the referendum because it is a hot topic. Also, Tampa Tomorrow has been moved and rescheduled for Oct. 10th. This is an event where the mayor of Tampa is going to be in the Oval Theatre I believe Dr. Meningall is going to be there as well. So we will be talking to a lot of student organizations to get their members out there, a lot of professors and doing very heavy marketing with that. Street Team meeting is at 4 today, Vinny asked me to, he is working on the logistics of the meeting tonight so that is why he is not here, but to see if any of you could stop by and give a quick speech about your involvement in student government so if you’re available at 4 come see me after cabinet. Also, International Festival Nov. 15th huge partnership with a lot of different departments, the organization sign up the volunteer sign up should be coming up soon, when the website is ready blast it out to everybody so anybody they can pass it down for anybody who can help out or wants a table at the event whatever the case may be. Just forward that information onto that. Yesterday Matt, Zack, Ryan and myself met. A good problem to have is that we have sold over 12,000 OUR Shirts as of two weeks ago. We are completely out of smalls and running very low on the mediums so we discussed and agreed on purchasing 2,500 with a large focus on the smalls and mediums. So hopefully by homecoming or for homecoming we will replenish those resources as the bookstore has been getting a lot of questions as to when they will be getting those. Also, Kathleen has been working really hard on getting a lot of the bios up most of them should be up on the website. I don’t remember exactly where on the website it is going to be but I will set up a link and at least look over your bio and if there is anything you would like changed please let me know or if we are missing your picture please schedule a meeting, let me know we can take your picture before composites, because composites we get probably by February or March so by then it is pretty much a waste of time because you will only be here for an additional month or so. Also promoting the student green fee council, applications are due this Friday. Also, coordinator my last coordinator now that we kinda went on a low and had time we did interviews and nominated Rachel Canning for the coordinator of communications so hopefully she will pass this Thursday. Outside of that I think that is all.

**Z. Johnson:** Are you presenting Rachel on Thursday?

**I. Gil:** Yes I am.
**Z. Johnson:** Any other questions for marketing? Okay. Skip around to Sarah Rasheid from SLT

**Sarah Rasheid:** My department has been working really, really hard and we are all super tired we are getting to that point of burntoutisms. We have had 3 Bulls Blitz in a row these past few weekends. And the first one we did leave behind 200 students here we didn’t have enough capacity on the buses and we got called out by the through the Oracle and then the second one we did 16 buses and literally did not leave behind one student, it was really successful. Then this past weekend and we didn’t even fill up 8 buses. So I am going to be talking with Parking and Transportations to see if they are going to be charging us for those, so we might have a little more money for the next games. We are also discussing that on the Nov. 25th game since the university is closed that we won’t be providing buses at all for that. So it is still up in the air. I am open for discussion or thoughts about that.

**B. Goff:** Out of curiosity who are we playing?

**S. Rasheid:** I’m not sure.

**J. Rabassa:** Isn’t that the UM game?

**L. Lewis:** The 19th?

**B. Goff:** No, the 25th.

**S. Rasheid:** Well the university is closed and I’m not sure…

**L. Lewis:** The 25th is Louisville.

**Z. Johnson:** Let’s try and maintain one at a time just for the minutes.

**S. Rasheid:** I’m just not sure that it would be a great use of resources and money since students are afraid of the rain, so long story short my staff is really tired and we need help working these events and I haven’t really seen the support from cabinet that often recently and I wanted to call that to everybody’s attention. I have seen consistently the same few faces and then nobody at all. This past weekend it was my staff and a street teamer and a senator and thanks for that but at the same time I do need that help and support from y’all if not these events won’t be as successful. Speaking of programs, also the Rays we did sell about 500 tickets was what Zack said. We did have 3 buses and about 75 students did sign up and only 30 showed up. So that is not a system we are looking to use for Bulls Blitz pre-registration because we saw that wasn’t very successful. We spent the money and we can’t get that back, so some other things we are looking up is starting to gear up for the spring semester and that is why I need the help of the cabinet to staff these fall semesters so that we can shift our focus towards the spring. We have the planner, finals week which kinda counts like spring semester cuz it’s near the end. Sponsorship packets, book-of-bull, shirt exchange, keymate, USF Week, Mr. and Miss USF, ABX, pep rallies and just involvement from the university and different entities we have. Some of the other things we are looking at doing that are minor is USF day with Busch Gardens and Hallo-Scream so we can get discounted tickets from here until the end of October. And then the Lightning game either in November or in the Spring, still haven’t decided on that. On a lighter note, because I know I’m mean today, we decided on a theme for ABX it’s going to be Candyland. So it’s going to be fun. Alright, and that is what my department has been up to and we need you guys help.

**Z. Johnson:** How do you want to go about getting cabinet support for future Bulls Blitz? Do you want us to do sign ups manually during the next cabinet meeting?
S. Rasheid: I’ve been sending out links for people to sign up and join us and Vinny has been sending them out through street team, but I don’t see anyone ever sign up. And once in a while we kinda pressure people to but I don’t also want to burn out the same people who are consistently coming and I can name them off the top of my head. And I’m not going to do that, but I just need a variety of people who are aware of these events and how they work because I want to be able to step back and not have to be at these events and still know that they are gonna happen and be good.
Z. Johnson: Toby
Toby Thomson: If you work the event can you still ride on the bus? Are there seats left?
S. Rasheid: Yeah, more than likely unless we have a jam packed event but usually we will get on the very last bus.
Z. Johnson: Ivan do you have something?
I. Gil: This is something that I was, last year or the year before, why not make it a requirement that at least once everybody works a Bulls Blitz? And we have I think more than enough Bulls Blitz to make that a requirement. We have what four?
S. Rasheid: We have four left and we need six staff each.
Z. Johnson: Are there just any general objections to that?
B. Goff: Yes, I mean I hate to be the one person to say this, I’ve worked Bulls Blitz before and I’m not saying that it’s an easy task, but I’m already working 30 hours a week and to add 6 more hours or 4 or 3 hours on a Saturday on top of that I can’t really add that on top of school and my work load that is why we have street team. Not to throw Vinny under the bus but he really needs to get them engaged but that is what they are there for to do the volunteering for us.
S. Rasheid: Overall the Bulls Blitz program takes like an hour to load, but it gets really frustrating, and I know you’ve been there to help, so I’m not calling you out when I say I’m seeing the same consistent people helping at my events, but it takes a lot of effort to id the kids, to make the announcements on the buses to get on the buses so we can fill them up and go and when you have a stop in the line and people are not willing to move you need the extra man power to push people along and get them on the buses and it’s a really frustrating job to do on top of the 20/30 hours that we are doing.
Z. Johnson: Joana
J. Rabassa: Is there any way we can get this out to not just the executive branch? I know that maybe some of the senators…
S. Rasheid: I have sent it out to the senate and their chair positions as well as the lead positions in the legislative.
Z. Johnson: Toby
T. Thomson: If it’s made a requirement is it volunteered or paid?
S. Rasheid: You can clock in if you are a paid position.
Z. Johnson: If you can bring me the names we are doing a one-on-one on Friday so bring that you know who is left and we will evaluate and see if it’s something we need to mandate. If people have been working one or two events previously I wouldn’t want to mandate that they have to do another one.
S. Rasheid: And I don’t want to be, in all honestly, I don’t want it to be that you are forced to do this you guys should be doing this on your own will because you are providing the students some service and this is your job and you should be happy about it
and you should be out there just like everyone of my staff members was in the rain, we were having fun but at the same time we wish we could see more variety.

**Z. Johnson:** Okay, any more questions for SLT? Lindsay Lewis our cheerful government affairs director.

**L. Lewis:** So I didn’t make it to the meeting because I had training but Toby, Abdul and Gary met with Mark Walsh and we are developing events to bring state and local government officials to campus and one will probably be, as long as we can work it out schedules of the politicians I guess, one for state reps will probably be in November if we can work it out and then, since they will be in session during the spring semester we will do the city people in spring, we are holding our meeting tomorrow to discuss the logistics. As far as voter registration goes the Hillsborough county supervisor of elections office will be here for Bull Market on Oct. 12th I was actually meaning to speak with James and see if we can work something out since we will be having our elections maybe we can do like a side by side table with actual voter registration and bring maybe draw people to vote for senate elections. And they were here last night at the Common ULS event, they were here I spoke with them they said they got a good amount of people that registered so I’m okay with that. Rally in Tally now has a date it is going to be January 26th, that’s a Thursday it is earlier this year because they want to make sure that we have an impact because if we go later while session is already in it doesn’t give legislatures time to throw support behind things or not support depending on what our stance is. So that is going to be then, Mark Walsh who is government affairs for USF he is going to work with us to do a lobbying workshop, so whatever street teamers or senators or any other SG people who want to go to Rally in Tally and lobby with us that will be a workshop probably about an hour or so sometime in November once we have his dates worked out, so that we kinda know what we are talking about, last year was kinda a mess, I don’t know if anybody went, but we want to make sure that we go prepared, especially USF I can’t speak for the other schools and what they do but I want to make sure that whoever we bring with us knows what they are talking about and represents FSA to the best of their abilities. And that’s it.

**Z. Johnson:** I know you’re meeting tomorrow to strategize on a lot of the topics we discussed in the past, how soon are we going to have dates and more information on the lobbying workshop and possibly bringing the state reps here because I know they need a fair amount of time to...

**L. Lewis:** The lobbying workshop I sent Mark Walsh a date that he is going to be in Tallahassee a lot for committee meetings and stuff, and there was one date that Toby and I figured would be best which is Nov. 21st that’s the Monday before Thanksgiving but we figured we would rather do it that date than the last week of classes or the week of finals, because really who is going to do that, and then, so that’s the 21st as long as that works, so that’s going to be the lobbying workshop. And then the state reps we just have to see what works, we are going to try and do it in November but November is pretty packed and Mark has connections so we will try and go through those.

**Z. Johnson:** Mr. Goff

**B. Goff:** Are you guys planning on doing more things throughout the fall? I know the spring semester you said there are one or two medium to large size events like voter registration at Bull Market or anything

**L. Lewis:** You mean more voter registration booths?
**B. Goff:** Well at all because I haven’t seen any at Bull Market or anything like that, so I’m just wondering if anything besides the big key events.

**L. Lewis:** The voter registration events I’m because we didn’t want to go through the all of the hassle with the new election laws I’m kinda at the disposal of the supervisor of elections, whenever dates they can come to campus that is what we kinda have to do because if not we have to go through all that trouble and it’s not worth it. So that was the first date they were available to come to Bull Market. But they have all the dates and I told them we would do a set it up on anyone that they wanted so I mean I don’t really there is not much I can do on that side other than, beg them to come more? I don’t know.

**Z. Johnson:** How does that strategy work?

**L. Lewis:** What?

**Z. Johnson:** Is it affective?

**L. Lewis:** Begging, sometimes.

**B. Goff:** I guess I’m trying to gage what the day to day week to week goals are aside from the big things other than an event in November and an event in the spring, that’s just two things.

**L. Lewis:** We were planning and I spoke with Zack and we were kinda planning, it’s was going to be our kick-off was the Mayor thing and that got pushed back so we were waiting for that to happen we didn’t really want to start planning, I got Toby late, we are trying. I don’t know.

**T. Thomson:** In the Spring in addition to the City Council we are trying to do County Commissioner and Mark Walsh told us he could help us with the City Council and a lot of the USF are unincorporated so the county has jurisdiction not the city so we are trying to do two separate events because he said not to combine city and county commission. So those are the two big events because those two people will be in session, that’s why we want to get those people, so we are trying to get a little spacing between these events.

**B. Goff:** I mean I guess I’m just trying to see if you guys have stuff planned for October because once you hit November and I mean I don’t want to sound like the negative person in the room but it’s going to be game over for the Fall semester because they moved finals up. So you have time off for Thanksgiving break and then you have people studying for finals, I mean so what are the goals, plans, have stuff happened before then, if the stuff in November falls through and happens through Mark Walsh then…

**L. Lewis:** Even if Mark Walsh doesn’t do it we are going to be meeting with them every week probably the same as last year and anybody else who wants to go to Rally in Tally they are going to have to meet with us they can’t just go it’s not just going to be that one thing where we tell them what to do. It is going to be weekly meetings at least and then for October we’ve got the mayor thing, we’ve got voter registration we are going to try and get them here more often so that there is more for us to do. Sorry but that’s all we can do.

**Z. Johnson:** Any questions? Do you have a question? Okay. Alright Bryan Cannata.

**Bryan Cannata:** Right, just a couple of updates with Computer services, we have set up three work stations that comply with the American’s of Disabilities Act in our Computer Labs these machines caters to our disabled patrons as they are easy to reach areas wheel adjustable tables and they have special education software on them already. You will find one on the first floor and two on the second floor. As far as hiring, I’ve been conducting interviews throughout this week. We are searching for a strong foundation with
troubleshooting, customer service, and problem solving skills. So far our results are looking promising. Another idea that I’m bringing down to the lab here is speed print stations. These machines will, basically they will allow patrons to access their files without having to wait in line, without having to hand over USB drives to my staff, or require them to print for them. Basically you walk up and plug in and you don’t need a login and you just print. This will greatly reduce the lines and the work load of the SGCS staff. The last thing I have here is the wallpaper of marketing software, we are working right now to wrap that up, get that working. We are going to be teaming up working with various organizations across campus such as IT, student affairs, ourselves student government. Basically, I don’t know if you guys are all familiar with the marketing software but it basically changes the wallpaper on the computers and we want to have that universally across campus so if we are going to have that in all the labs, in the all buildings, that will be a good marketing theme for us here.

**Z. Johnson:** Do we still maintain control over our SGCS in terms of marketing, or that is that have to go through a universal IT process to get approval.

**B. Cannata:** Backgrounds updates, we haven’t really worked that out yet, that is what we are going to be getting into. I don’t feel comfortable giving anyone other than ourselves direct control over our things, so I’m not gonna let that happen.

**Z. Johnson:** Did you have a question?

**T. Thomson:** Yeah, is there any way we can get more promotion about the print drivers and VPN’s because most people have their own laptops and desktops and I still see people come into the lab just to log on pull up their document print it and I see them with the laptop in their backpacks. Cause it’s drivers, if you know stuff about computers it’s easy but a lot of people don’t so if it’s on our main SG website or something through marketing to make it a little more elementary.

**B. Cannata:** Yeah, yeah, that’s a great idea we could probably create some posters and have those put up and start advertising those to customers. Basically we’ve been using this time to get everyone adjust to the new printing system which has been going pretty smoothly so I guess we can move on to other things like that so yes.

**Z. Johnson:** Ivan.

**I. Gil:** Just kinda go back onto the wallpapers, when it comes with student affairs I am going to be meeting with Renee Spec and she is the one who brought up the idea to Craig over at IT for having that universal system because she had heard of it. So I’m going to be meeting with her and see how we are going to have control over that. And I foresee that we are still going to have full control over it even if IT were to have control over it.

**B. Cannata:** Okay, yeah I didn’t know how deep that was going into your territory or not. If you don’t mind helping on any of that let me know. Cause IT have been contacting me about that and I wasn’t part of that.

**I. Gil:** Yeah, it was a very brief conversation I had with her, but I’m going to be meeting with her lunch.

**B. Cannata:** I’m just trying to gather that software and make it available when we need it.

**Z. Johnson:** Any other questions for SGCS? Okay, Chris Johnson from Bulls Radio to provide a report.

**Khris Johnson:** Sorry Nick couldn’t be here today. Bulls Radio I guess an update we are working really hard. Nick is still hiring some people so that is why we are trying to make
up for some time. We are still looking to hire a music director we just reopened the application for that and as well as Nick Flanning who is in charge of the sports department he just put together a coordinator position for himself and he is working on programming position. And so once, hopefully within the next couple weeks we will have the new hire we will also have more help in order to split things up. We’ve done tailgates three weeks in a row now for the Bulls Games, which have gone more and more successful. We had gators wings I think last week. But it’s been a lot of fun, we’ve been here also working with Muvico to give them the tickets. We have given away several of those and doing PSA’s on the air for that. We are working also with WAMF, we had a meeting with them Nick and myself just last week to make sure right now we are working to upgrade our website and they have all the podcasts of people’s show’s and stuff. We are also hosting a new information, informative meeting here soon. I think within the next week and a half, plans to get more people in to fill up time slots on the air. I am also putting together a promotion team so that people can learn how to put together their own shows which is interesting as well.

Z. Johnson: Has training been scheduled with ground engineering and WAMF for DG’s and staff?

K. Johnson: With WAMF and ground yes, it’s I think it’s the first week in November, I want to say 3rd to be the exact date. But when I had the meeting with WAMF last week with Nick we talked about that with Jack from WAMF and they had it set up, so yes there is staff and volunteer training.

Z. Johnson: Any other questions for Bulls Radio? Okay. You have a question Brian?

B. Goff: Who is taking care of stuff like Homecoming applications and anything student organizations?

K. Johnson: For like music and…

B. Goff: Yes music and DJ requests and things of that nature. Would that be you?

K. Johnson: All of us kinda take DJ request, but I usually have the most and I speak with the two DJ’s we have right now Jamal and Chill they usually are the ones at the events so I will talk with them and make sure they are scheduled for them, but we all take requests and kinda just when we hire staff we sit down and…

B. Goff: Alright is there a system where they file it, just because I’ve heard various chatter amongst student orgs, and amongst people working homecoming that they’ve tried to get a hold of you guys and they have been unsuccessful in doing so and I’m not educated enough on the process enough to tell them what they need to do besides try to get a hold of you or Nick.

K. Johnson: Yes I have not heard from anyone from Homecoming so absolutely I will talk to them but they can always email us, Nick or myself, or Jamal. But we’ve gotten four I think in the last two weeks at least the one’s I’ve run over in the last few meetings, I’ve run over in the last week but whatever we have we file them in the file cabinet in the requests to bring to the table, absolutely just try and email us or call the station or get in touch with us.

Z. Johnson: Any other questions for Bulls Radio? Okay President Diaz do you have a report?

Matthew Diaz: I’ll give a brief one. Sorry for my tardiness, I was with the Provost with the New Student Fee implementation and a little background on that, we are moving pretty busy forward on it. We have a name for it now it’s the Academic Enrichment and
Opportunity Fee and to make this fee what we are looking to do, I see grins, haha, but what we are looking to do is we are trying to give our students an edge when they leave the university. We are trying to make them unique and make their degrees worth more so when they go into the work force they are going to be different from the University of Florida students, the Notre Dame students, the Cambridge students, we are trying to give them the competitive edge from different aspects from study abroad to alternative springs to undergraduate research to community programs to certifications to all students undergraduates, graduates, medical students. So Khalid and I will be working on pretty much a massive campaign, it’s pretty much going to be campaigning to the students in the next month to educate the students on it. Get data on it to see if there is backing on it. Khalid and I stand behind this 100% and I’ll be presenting to you guys on the next cabinet meeting, so I can get all your buy in on it. So that’s all going at the University level. Board of Trustees is really just poly-technic business going on that is one of the big hot topics, one of the big hot topics at the Board of Governors meeting so we are going to be working closely with student affairs I’m actually traveling to Lakeland next Friday to meet with the student body president over there and we are going to be meeting with the president later that day. The FSA front Lindsay and I just came back from DC, our board of directors meeting was alright the FSA okay, our lobbying trip was okay as well. It was good opportunity to get to show face to the different congressmen and women to just show that there are student concerns and we presented our proposals. I feel that personally the most feedback that we got was when we went to the executive office business when we meet with Ron and Joe and one of the individuals that is in charge of K-12 and higher education. They really appreciated us presenting the proposal and how the public institutions and they looked, they were surprised that we had the urge to go in there and complain and we had steps planned, so I’m hoping that it works its way up the chain of commands but that’s the main things going on. Any questions?

B. Goff: Yes, how are you guys going to try and gage students’ interest on this? I’m just concerned because I don’t know if you are familiar with it 13,600 students submitted signatures against the 15% tuition increase, obviously they really the atmosphere really isn’t in favor of fee increase.

M. Diaz: What we are looking to do is and me and Khalid briefly talked about his on our way back but we plan to make interviews with both USF news and the Oracle to get more exposure for it. We are looking at round table discussion with select student leaders, student organizations about this matter; we are also looking to have a town hall we are trying to do an educational campaign on this so that the students are educated on it so that when we do the mass polling on this the students aren’t just going to go see fee, no. They will be educated because the thing the students’ lack, every single student lacks is vision. They don’t understand what an increase in a fee, what an increase in tuition will do down the road. They are looking for immediate return and to be honest they are not going to see an immediate return on tuition on fee increase. If this fee is implemented I will never reap the benefits of it but I know our institution will benefit and grow and worth my degree, your degree and everybody’s degree in this room will be worth so much more because of these fees and these increases and such. So I do understand that sentiment however we were elected to these positions for a reason to make the hard decisions to have vision rather than that short sighted perspective, so that why I’m here and that’s what I’m trying to do.
B. Goff: I’m not saying that I agree with the sentiment I’m just arguing from the students point of view that we need to make sure we are going to do something to gauge their interests and not just surveys because I know you have written up a preliminary rough draft of the survey.

M. Diaz: Yes and we are still working on that we did a lot of work on it this last meeting. We are going to put together some kind of education campaign and hopefully by the end of the month we will conclude our campaign as well as get all the survey data so we can send them to the provost and start getting them through more groups and then the BOT and ultimately to the Board of Governors.

B. Goff: Are you going to bring this survey for everybody to see before you all do it? How are you going to do that? Because I’ve had the privilege of seeing survey just through passing between hands and stuff.

M. Diaz: Yeah, if you guys have questions about it come and check it out from me. Mostly it’s going to be in the hands of myself and Khalid and the provost and the delegation that the provost has for it, administration, if you guys want to see it, have an input, I’d be happy to show it to you guys and get your input but mostly it’s going to be Khalid and I as student representatives and working with the provost and administration. Yes sir?

T. Thomson: Do you know if it’s going to be a flat fee or per credit hour?

M. Diaz: We are looking at doing it per credit hour because it’s unfair, we looked at it as being unfair being a flat fee say I’m a just barely full-time student and it is full time for 6, or just to be a student its 6 credit hours? Alright, just to be a student is 6 credit hours it’s unfair to charge students a flat fee to the person that is taking 6 credit hours so we thinking of doing it per credit hour. The provost was in on that we kinda were interested in doing it that way so we are not looking at doing it as a flat fee. I was in on that and we are kinda looking that way.

B. Cannata: Has there been discussion yet about how much it would be per credit hour? Because I know when we looked at the Green Fee

M. Diaz: Yeah, and we looked at that and we agree, we want it to generate a lot of money to have an impact but that’s going to be one of the questions on the surveys. Because initially we were looking at doing it as a percentage of tuition and they were like no absolutely not, so we are going to have a range of numbers for the students to vote and will take into high consideration what the students feel comfortable in paying for that. So it could be $1, it could be $5 but we are going to put it out for the students to see what they are interested in and we will go from there. Yup?

B. Goff: Have you Khalid considered I don’t know if it’s too late or not yet but at least putting it as a referendum on the ballot to gage student interest in it? That’d be kinda an opportunity because it’s coming up in the midterm elections.

M. Diaz: We would have loved to have done that but we just didn’t have enough time, we’ve been working on this since the beginning of September, we just barely got this verbiage down and it’s unfair we were trying to control the survey and control the education of it and see what the students want. It’s inappropriate for me to just put a survey on there and not educate students on it. They are going to see fee, raise money no. Students need to be educate don this to understand what an impact this is going to have on their degrees and their prospects outside of the university for them to appropriately vote on it and really voice their concerns on it. So we are not going to put a referendum
on it, however we will work with the provost office to see how we can effectively get this message out to the 40,000 students on the Tampa campus.

**B. Goff:** Do you not feel that there would be any value statistics to have of how many people were against it before you educated and how many people were for after you educated people? Because that would show really a good statistic to gage students who are genuinely interested in this or not if you have you know 15% of the voting population against it and then when you educate them you only have 8% against it now, that means that as a whole you know students

**M. Diaz:** I think at this point I understand your sentiments but we are not going to move forward with the referendum.

**Z. Johnson:** Can I recommend that you guys move this conversation to another time, since it’s between you two?

**M. Diaz:** Any other questions about my report for me? I’ve been cutting a lot of ribbons too, carpal tunnel.

**B. Cannata:** What’s the progress in the whole changing the fight song thing, have you guys kept up with that idea? Dropped that idea?

**M. Diaz:** I’ve got to talk…it’s on the back burner right now. I know Genshaft wants it really bad, really bad that’s all we talk about when we see each other. I don’t think we will move forward with it right now. We can put it up to the students and if they want it we can put it as the competition but if they don’t want to change it we should just not.

**B. Cannata:** We should present it. I’ve talked to a few people about it and they

**M. Diaz:** And I agree it’s just getting the survey out and maybe putting it on, it’s too late to put it on the referendum no?

**J. Bodden:** No, five days before.

**M. Diaz:** Oh, okay then it’s all up to you. Thank you

**Z. Johnson:** Any other questions for President Diaz? No, okay. Gary Manka SGATO

**Gary Manka:** I just got in sorry for being late, I was at another meeting. I know that Lakeland did a survey to their members of student government and government affairs and we understand of course that the student survey that 42% said yes and the rest said no. So do you know what the student government report, I heard that the student president doesn’t care about that.

**M. Diaz:** Their student government president has the same sentiments as I as a student body that there should be not split, however it might prolong our student government and others that I spoke to that 15% isn’t very vindictive and I think that hopefully through more of my meeting with her next week we can find a way that at least advise her of how to get more students we need something more representative to show to the Board of Governors. So we need to see where that goes from planned strategy if the other campuses have to do something about this or not. So it’s really all up in the air and I have a meeting with the president, with Dr. Genshaft and with Katherine the Poly-tech president, the three of us are going to have a meeting next Friday so I’m sure that is going to be the appropriate moves to make before the Board of Governors meeting in November because the topic got tabled so they won’t be voting on the split or not splitting until the November meeting. So

**G. Manka:** I just want to point out that there is and it’s out there but also some
M. Diaz: Yeah from the lead there student government is absolute disarray over there, so it’s causing a problem for getting some feedback. I’ll see if my visit can help that but we’ll see.

G. Manka: Okay, other than that I’m sure it’s been mentioned that October 10th we have the mayor event. So nothing else.

Z. Johnson: So that would be our SGATO report. We will go ahead and move to open forum. Okay nothing. Cool. Okay so we will move onto our business. We have a couple of administrative updates. Let me pull these up real quick. First thing we touched on is what Ryan spoke about, when requesting a budget. And this just specifically says all initiatives has to be passed through the strategic plan, our directors you guys have received information about it. That’s where it’s located on the P drive. We will be talking about one-on-one’s in a moment but that’s going to be a great opportunity to flush out any new ideas and getting those plugged in. At the end of the day we need to have our directors utilizing the strategic plan but if you need assistance from the office of the chief of staff or from Matt and myself. Secondly we ask that we do have an executive branch calendar and to this date it has barely been utilized but I think this is my personal opinion and some of us also share this sentiment that it’s one of those fundamental pieces of communication that we need to have in place and we have it heavily utilized so now looking down the road looking at what events, meetings, department meetings are coming up in October, November, December let’s make sure that everything is placed on there. And once you have passed things through the strategic plan and the calendar, this is going to by Ryan’s checklist, you contact Ryan to request funding. And Ryan may decline funding any of your programs if it hasn’t passed through this first. So do you guys have any questions about that.

M. Diaz: Are we going to submit a budget to the legislative branch for more funding?

R. Hebda: I mean, just for payroll alone I think we have to.

M. Diaz: I guess just for special projects, or do we have enough money in our special projects because they to be honest they’ve been hunting me down when we are going to submit a budget? When are we going to submit a budget?

R. Hebda: We are going to need to

M. Diaz: I would recommend that you head it up, that you two work on it and we get a budget a.s.a.p. that way we can submit to the senate and get that by mid-October.

G. Manka: On a budget perspective, last year the executive branch was given 10,000 more than and along with programming money, I don’t think you got that. There is special projects so you can take it from this or that, so you really don’t have to put in the request.

Z. Johnson: Brian do you have a comment?

B. Goff: Yeah, I was going to say they have been hounding me down on that too. So if you guys can do what you have to do then I know Matt said mid-October, November but to be realistic within the next couple of weeks would be better to give them enough time and when I say couple weeks I really mean two weeks and that they have stressed to me that before it comes to them it is detailed as possible and I’m saying it here in Cabinet because it really applies to the directors more so than Ryan that you guys need to get everything together of what you are going to need as detailed as possible to get to Ryan so that way he can compile it.
Z. Johnson: Okay. The next thing on the, this list is requesting that the staff at minimum 80% of your allocated hours. This is going to put the burden on our coordinators and our assistant directors to make sure that they are coming into the office regularly. Ryan has been collecting timesheets from the last few weeks and we have been going through and seeing that instances where some employees were working low in their hours and directors you might be aware of this we brought it up to you. But this also puts a burden on the directors and assistant directors to make sure that the work flow is coming through effectively and so be prepared to be having these conversations if you have coordinators or ad’s that are coming in working five hours regularly because you know realistically we have the expectation that there is a strong work flow that needs to be accomplished. With that there is flexibility, we don’t want to say that this is 100% mandated but they should be working at minimum 80% of the hours. So is there any questions to that?

B. Goff: I just want to add something to that. Working this doesn’t really, hopefully doesn’t need to be said doesn’t mean doing homework, or being on Facebook. From the Attorney General position I am really supposed to be enforcing that you are not on Facebook or Twitter or Google Plus unless its work related. I’ve been pretty lenient and flexible with that but I mean if it starts to become an issue that people are coming up and clocking in and using it as a social hour with colleagues and to be on Facebook and Twitter than I’m going to have to start addressing that.

Z. Johnson: Part of the thoughts were bringing this up, Matt and I, Brian and I Ryan also chimed in on this is we don’t want to be telling the departments explicitly a long list of things to do but we are entrusting the directors to be responsible for this and if we continually see, if Ryan continues to see the low hour use then we will be coming forward to provide more programs to be going forward, this shouldn’t be an issue. If you guys have any questions on the work flow you know we can do it. Next thing is a couple of directors have requested one-on-one’s to have with Matthew and myself. We went ahead and programmed a little proposal here. President Diaz will be having one on one’s with; he’s been doing them with SGATO, ERC, Attorney General, Government Affairs and UCA. Mysly I will be meeting with CFO, Marketing, SLT and the agencies. So we have already scheduled a few, some have already been occurring so we are just going to make this a more institutional thing and we expect them to be occurring bi-weekly. Like I said y’all requested it so we are here to work with y’all. And then the last thing is department reports for cabinet, this is really in line with the office of our chief of staff to make our cabinet meetings a little bit more efficient and I am just as much guilty of doing this too is coming in here and just spouting out reports based on the notes I jotted 30 minutes ago, you’re now going to be submitting your agenda items to Joana last time you requested them I believe 72 hours in advance, 3 days in advance, it is whatever that office wants them to be I will look forward to them being 3 days in advance. But you are going to be expected to report as a department on these agenda items and you are going to be expected not to really deviate too fierce away from this and stir away from discussion and also holds us accountable. She is going to be utilizing that form which was sent out two weeks ago when we did not have cabinet meetings. If you guys have any recommendations for that please speak with Joana, otherwise look forward to that within a week in a half before our next cabinet meeting. Is there any questions on any of these things? Okay. And so now we have a discussion on the Green Shadow Program which I believe is with Joana and Brian.
J. Rabassa: A couple of weeks ago, I hope some of you guys got the email, I sent out an email mostly to all the directors just talking about how you would feel about having an internship within Student Government. Because I got a lot of yes’s as to having that I sat with Brian and we kinda talked a little bit about it. I am going to pass out a sheet of paper of basically what was drafted up last year in reference to it, but we are taking it in a different route. What we are thinking of doing is obviously this internship is available for students who want to do more than just be your event volunteer, more than just Bulls Blitz or Bulls Market whatever the case may be. They would undergo an application process as well as an interview process, not as complex as hiring or anything of that sort it would just kinda be like, they come to the office or they pull up the application online, fill it out, sign it, turn it in according to the deadline and then the director and myself would sit in on their interviews for whoever got chosen. And then we are trying to make it so that essential staff has to be there so it’s not pulling on a lot of different people and trying to fit in a lot of different schedules. So these interns would be placed for specified dates and or projects. For example, I’m pretty sure that is something that Marketing and Student Life and Traditions could really use for if you need any additional help for I-Fest or if you need it Mr. and Miss USF, you know you could have that intern here for just that time period. You would have the directors or their associate director, assistant director however you want handle it, would have to assign the intern work hours it wouldn’t be like our paid staff that they can come in at their leisure. And we would have, I would draft up a log so that each of the intern would sign off on their hours and the director or whoever the director sees fit would need to sign off on their hours. Whether it’s at the end of the day or weekly or bi-weekly that is up for discussion. Their tasks or assignments need to be assigned through the director or whoever the director appoints to do them and deadline must be given. One of the things we are looking at is to get feedback as to how many hours they should be working, the market crowds would be of course through street team because we’ve been seeing a lot of feedback of kids that are really interested in becoming more involved with student government and we are hoping that maybe through this process they would be, it’d be more of an easier transition because they could come in as an intern for an x amount of time and then when the next term comes about they can see that they worked directly under Ivan and they saw that they really like a certain position in marketing and then the transition for them wouldn’t be as drastic or difficult as it may have been in previous years. And then if applicable some of the internships could be targeted to different colleges, so for example if we have something that really just goes out towards public relations students then we can make sure to contact the mass communications college and tell them about it. Upon completion of the internship the intern could receive a letter of recommendation from their supervisor and student body president, this is just an incentive for them to stick around and see how it goes, and these are just suggestions. Of course the director would sit in with the you, to tell you how it would be, you wouldn’t be thrown under the bus. Any suggestions? I can send this to you guys through email and you guys can just give me feedback because I know we are going a little over time.

B. Goff: I just want to stress that if we are going to do this there needs to be buy-in from everybody because it’s something that they tried to start last year and I’m pretty sure I was the only student who actually did the Green Shadow Program, I did it as a Senator and also tried to help get it going and there wasn’t too much direction or buy-in from last
year’s staff. So it kinda got going and then died, it was good opportunity for me, I did it with the office of legal affairs at the time with Janet and she had me audit the student appointments and stuff, help with court with that and it’s helped me with class and for helping her I think Adam checked out to see it. So I mean it was really good and it helped a lot when it came time for hiring me for her position now. It is something that is really beneficial to just.

Z. Johnson: Sarah do you have a question?

S. Rasheid: Two things, I’m not sure if they are necessarily questions, it more like things to think about. I feel like this might be competing directly with street team in the sense of like the purpose of street team is to orient students in the job that we do as that shadow or that intern maybe even calling it something part of street team or correlate with street team would be good. If we are concerned that our own staff isn’t hitting their hours then why are attracting more students to volunteer in things like that when we have staff that are not hitting their own hours? We don’t have enough man power to handle bringing in more interns. This is something from my own experience, I had Jessica Lee as my intern and I also had another girl and I couldn’t handle them both being my intern and then one of them just dropped because I didn’t show her enough attention and that could look bad on us, granted the girl was my friend so it wasn’t really too awkward afterward’s, but that’s just a couple of thoughts.

J. Rabassa: To go off what you said, this would be something that is predominantly through street team, just to make that clear. It’s just for those individuals in street team that are more enthusiastic about student government and are looking to have more of a commitment than just signing up for the couple of hours that are needed for Bulls Blitz and it’s only on the need basis, so if right now we obviously this issue that we don’t have our own employees meeting work hours, this wouldn’t be an option this only for if you see that once Mr. and Miss USF is coming up and your staff has absolutely not enough man power and you foresee it being something that’s going to happen you would go ahead and implement this and the market crowd would be street team. This was originally offered as a position with the street team.

S. Rasheid: I think the name is confusing in itself, like Green Shadow, I’m thinking Green Fee, Green Motion plants and fuzzy bunnies and things like that.

J. Rabassa: Which is perfectly fine, one of the things that Brian and I talked about was this is just the name that was put last year so I’m just using it for now to have some sort of correlation but this is not the name that will stick if you guys want to change it, it’s the concept that I’m looking at right now. So, I hope that clears things up.

Z. Johnson: I think Sarah brings a really good point with the, we shouldn’t be overzealous to go and let all these people in but first I do see there is opportunity to use them. I’ve been really looking forward to try and plug someone in to work sustainability with me because I haven’t personally been able to address the things I want so I think there is some opportunities and at the end of the day like Joana said it comes out of the department directors if they see the need for it then they need to step up and write the proposal.

J. Rabassa: And I’m definitely here to help you all with it, this is something that if you guys want me to be there I will be there as much of the way as you need me to be. And I think you have a question.
J. Bodden: I was going to say I really like the idea because the ERC is kinda different in what you see with students. I constantly see students that are trying to get involved with Student Government and I say oh run for senate but they are like “oh no I feel senate is too complicated” which I don’t think it is any student can pick it up but you know they feel overwhelmed by senate. And then I say well go check the SG website and then look at job openings, but obviously those they open and they close and we have a lot of staff hired already so opportunities are lower, so I think this would be a great place for them to kinda get involved in a part of Student Government that street team doesn’t necessarily cover like especially like elections. Other than poll working we don’t really talk about what we do on a day to day basis with street team, so I think it’s a good idea.

Z. Johnson: Well is there any general apprehension to us at least having this program available?

S. Rasheid: I would say maybe tabling this until the next cabinet so that we can all have time to discuss and think about it because I don’t think anyone has really given it enough thought to really understand what attention a volunteer, intern, needs and having had probably five interns that have moved up into Student Government and done things with SG I can say from my own opinion that it’s a lot of work. I think you guys are underestimating how much work it is. Just from my point of view.

B. Goff: I second that, for a different reason I would like to see if first we could at least get our ad’s and coordinators working at least 80% of their hours first so giving this two weeks to look at it again we will give this another pay period so Ryan will be able to see by the next cabinet meeting if we are effectively using our hours a little bit more to see if we have really been needing more people.


M. Diaz: There is a ribbon cutting at Interdisciplinary Sciences at 3:45.

B. Goff: Motion to adjourn the meeting.

Z. Johnson: Are there any objections to adjourning the meeting? Okay we will go ahead and adjourn the meeting at 3:21 pm. Thank you everyone for a wonderful cabinet meeting this Tuesday afternoon.