



COLLEGE COUNCIL MINUTES

February 22, 2012
Hopkins Hall

CC Quote of the Day:

“This is important; put Emotion behind the Motion” – Krista Pickett '13, Co-President

CALL TO ORDER 7:30 PM

ROLL CALL

I. **ICE BREAKER**

CC Introductions and a little fun before we begin!

Co-Presidents Krista Pickett and Peter Skipper welcomed everyone to the first meeting of the year. The first item of the year: favorite bathroom. To recap, Peter like the men's room in Paresky basement, Benjamin Fischberg (Wood At-Large) likes Perry bathroom (although I've never seen him in my house before...), Rani Mukherjee (Dennett Rep) likes the Dennett Basement bathroom because of the huge shower, Ben Augenbraun (Class of 2015 Rep), Krista's frosh, doesn't like her bathroom (yikes!), and Brian McGrail (Spencer Board Rep) stated that he likes the urinals in the '62 Center because they don't have bees painted on them (the one's that help guys aim) and it gives him a challenge. What an overachiever!

II. **COLLEGE COUNCIL BY-LAWS**

Overview of the College Council by-laws and voting on approving them for the Spring 2012 term.

Peter Skipper (Co-President) began by stating that one of his goals this semester is to try to trim the by-laws so that they are clearer and not twenty-seven (27) pages long. He also talked about the changes made to the by-laws, more specifically Section III: Student Appointments Committee. Peter touched another section of the by-laws: Section III (c), which details several new committees for the year. More information about these committees later on in the meeting. He also mentioned that all members must serve on one.

Motion: Adrian Castro (Secretary)

Second: Emily Dzieciatko (Sage Hall Rep.)

Vote: Unanimous



III. COLLEGE COUNCIL RULES OF ORDER & PROCEDURES

Overview of the College Council Rules of Order, Attendance Policy, etc. and voting on approving them for the Spring 2012 term.

Adrian Castro (Secretary) presented the Rules of Order to the Council. **Krista Pickett (Co-President)** also talked about the importance of attendance and what happens if a member misses the first vote (per the Constitution). She also touched upon the importance of proxies and the importance of communication. Lastly, Krista talked about the importance of following these rules and reminded Council that they will be followed.

The Secretary called a Vote by Roll Call:

Motion: Max Heninger (Currier At-Large)

Second: Katy Carrigan (Spencer At-Large)

Vote: Unanimous

IV. COLLEGE COUNCIL COMMANDMENTS

Establish CC commandments for the term.

Krista Pickett (Co-President) began by talking about how instituting “commandments” was useful in her entry and she explained how she’d like to try this out in Council. These commandments will serve as an unofficial set of ground rules for all Council meetings. Here is a list of some of the many ideas presented:

1. No cell phones during the meeting
2. No permission is needed to go to the bathroom (easily said than done!)
3. No computers except for the Secretary, Treasurer, and Record Correspondent
4. No side conversations in the meeting
5. No ad hominem; be respectful of everyone
6. Keep comments succinct
7. Ask questions; stay informed
8. Have fun!

Benjamin Fischberg (Wood At-Large) asked how CC members were supposed to be able to know what to talk about without access to documents if computers are not allowed. **Krista** responded that there will be several documents the officers will print for CC members (ex. by-laws, rules of order). The Secretary will send out all other documents prior to Council meetings. Members can also take notes on these documents in their CC notebooks (first present from Krista and Peter!) or print them out themselves. **Benjamin F.** also asked about recording the meeting. **Adrian Castro (Secretary)** responded that it is his job to record all meetings to ensure that all minutes are accurate. No other member in CC needs to record these meetings as a result. **April Jenkins (Treasurer)** also stated that all documents pertaining to funding will be sent out prior to Council meetings so that everyone has a chance to look at the budget recommendations before they vote on them.



Katy Carrigan (Spencer At-Large) asked what would happen if someone broke these commandments. **Krista** stated that she would give them a mean glare (scary).

Krista and Peter reminded council that each and every vote they make is very important. Each student on Council is a representative of many other students at Williams. As a result, Council members need to remember that they are to vote on items based on what the campus wants and not what they personally feel. Also, we allocate over \$400,000 a year, all of which is from students. It is NOT our money and as a result, we need to remember that when we vote, we are using the student body's funds. Keep that in mind when you choose to vote.

Lastly, **Krista** reminded everyone to keep their friends informed and to remind them that all Council meetings are open.

V. FUNDING OVERVIEW

A nice introduction to College Council funding (what it is, how it works, etc.) by your Treasurer.

April Jenkins (Treasurer) presented to Council a presentation on CC funding.

Finance Committee: members are chosen by the appointments committee. Comprised of up to 8 members (including 3 CC members and the community and diversity representative).

How does it function? A group or an individual may request funding from CC at any time. They can come as individuals or as a group. They will email the treasurer a budget and present to FinCom. FinCom asks questions to figure out: why they need funding and whether or not their needs fit our bylaws. The committee then does a line by line analysis of every single budget. Every budget is first reviewed by the treasurer and then by EVERY member of the finance committee. No closed doors, everyone sees it, everyone discusses

Henry Bergman (Williams Hall Rep.) asked if the Treasurer has a separate email account for funding questions and what happens when students don't know where to go. **April** said that we help them out and if she doesn't have time to meet with students, other Finance Committee members are available to help.

Ben Shuham (Dodd At-Large) asked what students can do if they have questions about how to create budgets. **April** again said that she is available to help everyone out whenever they need it and will direct student to FinCom members if she cannot meet with them. She also said that she will create a treasurers corner in the Student Activity Resource Center where all information relating to funding will be displayed to assist students.



The Finance Committee follows these four rules (as enumerated in the by-laws) when allocating funds:

1. The degree to which funding will benefit all students of the college
2. The number of participants in or contributors to the activity
3. The degree to which the funding will fill an unrepresented niche
4. Student demand for the product or service (how many people will go?)

FinCom cannot grant every group their entire budget. Because of the limitations and constraints on the budget due to the many groups we have (and ACE), CC must be frugal with the money it has

We all pay into the student activities tax fund; Council get \$95 per student per semester, which amounts to roughly \$400,000. This money gets split into several committees:

1. Subgroups

The official term given to groups active for at least two years that get first access to CC funds in the fall. During this time, FinCom meets with every single subgroup on campus and goes line by line with them to ensure that proper budgets are turned in. Money allocated at this point in time is exclusive to subgroups.

Henry asked what Finance Committee members do when a group they're a part of requests funding. **April** stated that all members must exit the room when there is a Conflict of Interest. No member is allowed to discuss their own budget with the group.

2. General Funds

Funds distributed to all groups for their operations.

3. Co-Sponsorship

This fund is NOT for operating expenses; this is simply for all campus events. Must be open and free to all students. Just to clarify, these funds may not be used to buy alcohol (or strippers...talk about crazy Williams history).

Max Heninger (Currier At-Large) asked if there was anyway to pay for alcohol at all. **Krista** said yes, but it cannot be College Council money.

Rani Mukherjee (Dennett Rep.) asked if this money from separate from neighborhood money. **April** said yes.

Stefan Lainovic (Dodd Board Rep.) asked how SAT are distributed into the different funds we have. how do you decide what goes into each fund? **April** stated that the funding structure is malleable. She also said the distribution of funds is in our bylaws. The Treasurer splits the money up and then presents the allocations to Council in the fall. CC members must then vote on the allocation and approve of the distribution. She



also stated that it is flexible enough to allow transfers throughout the year for what ever reason (needs Council approval, though).

4. CC Projects

“Great Ideas” → “the purpose of this fund is to provide resources for the enactment of proactive improvements to the student experience at Williams” (ex. staff appreciation → great job **Katy Carrigan (Spencer At-Large)** ←--Katy organized this event last semester!)

5. Nationals

For CC groups who qualify for a national tournament. The precedent is that CC wants to have a special account for them for this special event.

6. CIF

Relatively new. Intended to aide clubs that need very expensive items. These items will outlive the time a student is at Williams. Enough to impact other student (groups) on campus. They fill out a request two years in advance. (Ex. sailing has to apply two years in advance. Based on the years, CC will split the money they request and give them money per year).

Krista: it's a commitment that this funding will be made to them in the future.

7. Benefits Fund

Essentially co-sponsorship funds for groups hoping to host benefit events. We CANNOT give money to charities, so with this fund, they can now plan their events where they ask for an OPTIONAL DONATION (ex. Noche de Melodia, Seal Team 6). Again, open to everyone AND donation must be optional.

Rollover?

This money recycles to the student body by going into CC projects, nationals, benefits, and capital investments. By fiscal years. Anything left over at the end of the fiscal year is transferred over. CC does NOT hoard the money → it goes back to the students

Emily Calkins (Class of 2014 Rep.) asked what prevents clubs from spending left over money at the end of the year if they know they are simply going to have to return the money. **April** responded that they have to follow CC by-laws. She also gets their vouchers for reimbursement. She checks these line by line to ensure that all money is legitimately spent.) The Controller sees EVERYTHING in the end. If this were a flow chart:

The Controller oversee the Treasurer, who oversees the Club
(Controller → CC Treasurer → Club)

Emily asked for a Point of Information: when do clubs get their money?



April and Peter responded that groups get their after AFTER the actual event, so they can't lie (they need to submit receipts).

Schuyler Hall '10 (Student Centers Coordinator) asked where CC keeps their inventory list for all items purchased for groups. **Krista** stated that there is currently no list and no storage. However, her and **Peter** are working on creating this.

Need more money help? Go to collegecouncil.williams.edu, student-life.williams.edu, OR send an email to opinions@wso.williams.edu

VI. **FUNDING REQUESTS**

Approval of Finance Committee recommendations for this week's budget requests.

Eleven Items:

Slate One: Anime , Purple Valley Films, Get Baked, Women in Sciences, Women's Center Afrafeminism, The Guilemsonian, Jiz Lee, StoryTime, ASB to Bahamas for Orphanages

Motion: Adrian Castro (Secretary)

Second: Emily Dzeiciatko (Sage Hall)

Vote: 18-1-0 (Julia Hoch, Armstrong 2)

Slate Two: Model United Nations to Nationals (nationals fund).

Motion: Kate Flanagan (Community and Diversity Rep.)

Second: Katy Carrigan (Spencer-At-Large)

Vote: 19-0-0

*At this point, **Adrian Castro (Secretary)** motioned to extend the meeting by 10 minutes. **Brian McGrail (Spencer Board Rep.)** seconded this motion. Motion passed 18-1-0 (Katy Carrigan, Spencer At-Large)

VII. **COLLEGE COUNCIL COMMITTEES**

Overview of new College Council committees and the importance of being involved on CC.

Peter (Co-President) now talked about the new committees that he and **Krista (Co-President)** created. **Krista** emphasized the two C's of CC: Communication and Collaboration. These committees are meant to help get students more active and more involved with College Council, as well as increase the communication between CC and the rest of the student body.



Henry Bergman (Williams Hall) asked if CC members could apply to more than one committee. **Peter** responded that all students may select up to two committees for their self-soms. **Emily Calkins (Class of 2014)** asked who appointed people to these committees. **Peter** stated that the Appointments Committee is charged with doing this.

VIII. GOALS FOR THE SEMESTER (5 min)

Spend a little bit of time thinking about what we want to accomplish in the next three months!

We went able to get to this item ☹

IX. OPEN TIME (5 min)

We weren't able to get to this item ☹

X. ANNOUNCEMENTS

Krista Pickett (Co-President) announced that the first College Council agenda setting meeting will be this Sunday at 3PM. There will also be a CC Ice Cream Sundae (get it?) social to allow everyone to bond to each other! **Krista** stated that this session will take place in the CC suite on the second floor of Paresky. All CC members are welcome.

Krista and Peter reminded everyone to keep the room clean. Failure to do so may result in the loss of room privileges. They also passed out the CC notebooks and reminded everyone to use them for all CC items.

XI. ADJOURNMENT

And finally, my hands were able to take a break from all the typing and de-stress at the weekly Stressbusters in Goodrich Hall.

ADJOURNMENT: 9:10 PM

No Shows: Currier Board Rep

Williams Student Opinions: NONE

As always, send your opinions our way! opinions@wso.williams.edu is the way to go!

Until next time,

Adrian Castro '14

College Council Secretary