



**Student Government
Association**

Executive Board Meeting Minutes

Date: May 24, 2021

I. Call to Order

A. Meeting Called to Order at: 2:19 p.m.

II. Roll Call

Name	Position	Attendance
Alexander A. Rubido	Student Body President	Present
Alexandra Ibarria	Student Body Vice President	Present
Giacomo Natteri	Comptroller	Present
Cristina Vale	Executive Administrator	Excused
Brian Levine	Governor of the Biscayne Bay Campus	Present
Nicholas Pastrana	Senate President	Present
Mariapaz Grijalba	Senate President Pro-Tempore	Present
Cristhofer Lugo	Senate Floor Leader	Present
Elisabeth Nylander	Chief of Staff	Present
Vacant	Chief Justice	

III. Reports

A. Student Body President

1. Meet the Deans for Parent and Family Engagement Event (October 18)
2. Large Presidents Roundtable (July 12- tentative) - 20 Student Org Presidents
3. No E Board 05/31

B. Student Body Vice President

1. Want to revamp social media - answer SGA questions and make SGA more known - summer series - ideas? Stories, reels, IGLive?

- C. Comptroller
 - 1. Finally in office
- D. Executive Administrator
- E. Governor of the Biscayne Bay Campus
 - 1. Recruiting last week at BBC Starbucks - hoping to generate people
 - 2. Moving BBC office - starting next week, will be in temporary location
- F. Senate President
 - 1. Trying to fill vacancies - probably opening apps this week
 - 2. Senate training is happening this week and next week
 - 3. Chairs and vice chairs have been chosen and will be met with this week
- G. Senate President Pro-Tempore
 - 1. Joining chair and vice chair meetings this week
 - 2. Planning senator retreat
- H. Senate Floor Leader
 - 1. Helping with senate training
 - 2. Shadowing committees to gather information on initiatives
 - 3. Following up with past legislation
- I. Chief of Staff
 - 1. Hoping to close Cabinet applications and start interviews soon
- J. Chief Justice
 - 1. VACANT
- IV. Old Business
 - A. No Old Business
- V. New Business
 - A. Introduction of Student Space Improvement Commission - hope to launch by Wednesday or when graphics are finished- look at student spaces and create report for Admin
 - B. Discussion about upcoming priorities
 - 1. Senate Leadership - get power to write bills making changes to statutes - Constitution has 80 week hold on that - make list of changes wanting to be made in future - E Board can change statutes in emergency situations
 - 2. Senate wants to make ad hoc for On Campus Beautification
 - C. Introduction of Biscayne Bay Campus Environment Series - speakers and events at BBC on environmental resilience - hopefully launched by July

- D. Discussion on Outlook and Microsoft Teams - use SGA email - create folder of old emails titled "last year's academic year" - update signature and picture in outlook - let Michelle know if you're locked out of email (password reset) - put times occupied (class, out of office, etc) in Outlook calendar
- E. Office Policies
 - 1. List of times and days of being in office - matching GC and Office hours - office closes at 5 in summer
 - 2. Use student email to log into computer - encouraged to be used
- VI. Advisor Reports
 - A. Michelle
 - 1. Emails from Jennifer regarding payment/forms/compensation need to be completed
 - 2. If issue with office computer, let Michelle know
 - 3. In process of hiring new Senior Admin Assistant
 - 4. Say Hello when you show up to the office
 - B. Larissa
- VII. Meeting Adjournment
 - A. Meeting Adjourned at 2:57 p.m.