

# **SGA MINUTES OF MEETINGS**

**1993-1995**

OUACHITA TECHNICAL COLLEGE

STUDENT SENATE

The next meeting of the OTC Student Senate will be at 7:00 a.m., Thursday, March 4, 1993, in Room 21.

This time was selected to allow all elected Senators the opportunity to attend without a schedule conflict. Officers will be elected at this meeting.

Several Senators have already indicated an interest in running for the following positions: President, Vice-President Internal Affairs, Vice-President External Affairs, Secretary, Treasurer, Parliamentarian, Reporter-Historian. If you are interested in one of these positions, please notify one of the Senate Faculty Advisors by the end of the day Tuesday, March 2. There will be an opportunity for a brief campaign statement at the beginning of the meeting.

A lengthy discussion ensued relating to the meeting time of the OTC Student Senate. Several Senators are unable to meet in the afternoon because of other obligations. Each Senator present gave McJunkin a copy of their class schedule. She was to get the schedules from the Senators who were absent and determine a meeting time when everyone was available. Thompson mentioned that the Henderson State Student Senate meets every Monday at 4:00 p.m. Turner asked the Faculty Sponsors to investigate the possibility of having a morning no-conflict time set up in the Fall Academic Schedule, so that the Senate could have a meeting time that was available to all students.

Other topics discussed included starting a student newspaper, the need for a job placement service, and operation of the campus bookstore by the Student Government Association.

Thompson announced that the Faculty Sponsors were going to Henderson to visit with Paul Hankins regarding the operation of a Student Government Association and invited the Senators to attend. Several expressed an interest in going.

Massey was asked, and she agreed, to prepare the minutes of the organizational meeting since the Secretary had not yet been elected.

The meeting was adjourned at approximately 4:30 p.m.

Respectfully submitted,

Katherine Jagoe Massey  
Faculty Sponsor

OUACHITA TECHNICAL COLLEGE

STUDENT SENATE

MEETING, WEDNESDAY, FEBRUARY 17, 1993

3:00 P.M., OTC STUDENT CENTER

The organizational meeting of the OTC Student Senate was called to order at 3:00 p.m. by Tressie McJunkin, SGA Faculty Advisor. Senators present were Charles Turner (Electronics), Liz Pfeiffer (Accounting), Robin Wallace (Data Processing), Bessie Williams (Food Services), and Daniela Stanley (Secretarial Science). Faculty sponsors Tressie McJunkin, Ronnie Thompson, and Kippy Massey were also present. Reece Young (Welding Instructor) represented Grant McPherson, Senator from the Welding Program.

Massey distributed the list of all OTC Student Senators and the college program represented by each Senator. Thompson reported on his meeting with Paul Hankins, Faculty Sponsor of the Student Government Association at Henderson State University. He emphasized that there are two methods for electing officers: (1) Senators can elect officers from the Senate membership, then new Senators are elected from each program represented by those Senators who are elected to office; or (2) hold a general election for officers throughout the campus. Thompson stressed to the Senators present that the OTC Student Senate is their organization, and the decision on the method of electing officers was for them to decide. Thompson also stressed that one of the chief roles of each Senator is to be the voice of and a reporter to the students in the college program that each Senator represents, and that all Student Senators should be well-informed on the administrative policies of Ouachita Technical College.

After a brief discussion, the consensus of the Senators present was that, in the interest of time, it would be best to elect the officers themselves. These officers would serve until the end of the current academic year. Then, when the new academic year begins in August 1993, elections would be held campus-wide with all OTC students voting for the Student Government Association officers as well as electing Senators from their respective program of study. The officers elected are recommended to be President, Vice-President, Secretary, Treasurer, Reporter, and Parliamentarian. This list may be modified as the Constitution and By-Laws of the Student Government Association are written and approved.

McJunkin gave copies of the Constitution and By-Laws of the Student Government Association at Henderson State University. She stated that these were to be used as a starting point by the OTC Senators. The OTC/SGA Constitution and By-Laws would reflect the circumstances at OTC and would, therefore, differ in content from those of Henderson State.

OTC STUDENT GOVERNMENT ASSOCIATION

STUDENT SENATE

1993

SENATOR

Liz Pfeiffer  
Tracy Warner

Janice Adkins  
Robin Wallace  
Al Tankersley  
Charles Turner  
Bessie Williams  
Larry Moore  
Wesley Malone  
Daniela Stanley  
Grant McPherson

OTC PROGRAM REPRESENTED

Accounting  
Air Conditioning &  
Refrigeration  
Automotive Services  
Data Processing  
Diesel Services  
Electronics  
Food Services  
Machine Shop  
Nursing  
Secretarial Science  
Welding

FACULTY SPONSORS

Tressie McJunkin, Food Services Instructor  
Kippy Massey, Library/LRC Director  
Ronnie Thompson, Business Communications Instructor

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Kippy Massey, Library/LRC Director  
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OUACHITA TECHNICAL COLLEGE

STUDENT SENATE

MEETING, FRIDAY, FEBRUARY 26, 1993

1:30 P.M., OTC STUDENT CENTER

We met for an informational meeting of the Ouachita Technical College Student Government Association at 1:30 p.m. in the campus Student Center. Senators present were Charles Turner (Electronics), Liz Pfeiffer (Accounting), Bessie Williams (Food Service), Wesley Malone (Nursing), Larry Moore (Machine Shop), and Daniela Stanley (Secretarial Science). Faculty sponsors Tressie McJunkin, Ronnie Thompson, and Kippie Massey were also present.

The purpose of this meeting was to meet with Mr. Paul Hankins, Faculty Advisor of Henderson's Student Government Association and get some guidelines for the structure of our student government.

Ms. McJunkin borrowed the school van for the trip to Henderson. On our way, we discussed the offices needed for our organization and how to fill those offices. Possibilities included election of interim officers until we had set up, election of one or two officers at a time until all offices were filled, and rotating interim officers to allow us to choose the best man/woman for the job. Because of the time factor, it was decided to elect officers during the last 10 to 15 minutes of our next meeting by way of secret ballot. After much deliberation, it was decided that the following offices should be utilized: President, Vice President-Internal Affairs, Vice President-External Affairs, Treasurer, Parliamentarian/Reporter, and Secretary/Historian. We decided that our first formal meeting would take place on Thursday, March 4, 1993 at 7:00 a.m. in the campus Student Center. Those interested in holding office should subscribe to one of the faculty advisors by Tuesday, March 2, 1993.

It was suggested that we invite Dr. Martin to our Thursday meeting, but we decided to postpone a formal invitation until after the election of officers; although we would inform Dr. Martin of our meeting and he could attend if he chose. This would allow us to show our dedication to organizing a student government at OTC.

We also decided that VICA, HOSA, and other future organizations would have no formal Senate seat, but would be supported by the Student Government Association as long as they followed their charter, our rules, and school policy on organizations.

To allow for scheduling of discussions by the Senate, we agreed that anyone wishing to have an issue addressed before the Senate must let one of us know in writing before our scheduled meeting. This includes all students, faculty, and administration. We hope that this will prevent misinterpretation of an issue or the overlooking of one. Our meetings would be open to the public, but anyone wishing to address the Senate should petition us in writing

to allow for scheduling of the agenda. Ms. McJunkin stated that she would get us copies of "Robert's Rules of Order." She suggested use of placards for use during our meetings. Liz Pfeiffer and Daniela Stanley were asked to come up with some interim placards until we were on our feet. The topic of an alumni association was discussed, but tabled until after the constitution and by-laws were set up. A suggestion of implementing a tutor program for the students of OTC was also tabled until a later date. We also talked of the need of getting our newsletter and bookstore up off the ground.

Ms. Massey stated she would have copies of the minutes from our organizational meeting ready for everyone by Monday. She also said that copies of Henderson's paper, the "Oracle" were now available in the campus library. She said she would send out a memorandum to all senators about our next meeting and signing up for office.

The following persons specified interest in running for office during our meeting: President, Charles Turner; Vice President-Internal Affairs, Bessie Williams; Vice President-External Affairs, Liz Pfeiffer; Treasurer, Larry Moore; Parliamentarian/Reporter, Wesley Malone; and Secretary/Historian, Daniela Stanley.

During our meeting with Mr. Paul Hankins, we learned that our first order should be to take an existing Student Government Association's constitution and by-laws and just change the name all the way through. Next would be to throw out all things that did not pertain to our situation. Then, put in issues not covered but necessary. And finally, get with an administrative representative to change or add things still not presented. We found that the president didn't vote except in the instance of a tie. Henderson's SGA officers were elected "at large" from the student body but senators came from each program. He gave us copies of their student guide and some of the forms they used in their Student Government Association which Ms. McJunkin will copy for us. He stated that each HSU student interested in holding office petition the Senate and have at least 30 signatures from students in his/her program. He said other organizations at HSU were lower in status than the Student Government Association, that the SGA was the overriding body and a direct link to the President of the school. All recognized school organizations must be approved through HSU's SGA and on-campus activities were not governed by the SGA were some of the issues he pointed out. The emphasis of the SGA being a representative of the student body to the administration was stated by Mr. Hankins and Holly McSwain (the President of the Student Government Association at Henderson). They described their absentee policy as being no excused absence because of class or work and that they preferred to have at least a 24 hour notice.

Prepared by

Daniela Stanley

The following papers are copies of information given to the OTC group which visited Henderson State University. Our thanks to Paul Hankins, Vice-President of Student Services at HSU.

## PARLIAMENTARY PROCEDURE AT A GLANCE

TO DO THIS	YOU SAY THIS	May you interrupt Speaker?	Must You be Seconded?	Is the Motion Debatable?	What vote is Required?
Adjourn the meeting*	"I move that we adjourn"	No	Yes	No	Majority
Recess the meeting	"I move that we recess until..."	No	Yes	No	Majority
Complain about noise, Room temp., etc.*	"Point of privilege"	Yes	No	No	No vote
Suspend further consideration of something*	"I move we table it"	No	Yes	No	Majority
End Debate	"I move we vote on the previous question".	No	Yes	No	2/3 vote
Postpone consideration of something	"I move we postpone this matter until..."	No	Yes	Yes	Majority
Have something studied further	"I move we refer this matter to a comm..."	No	Yes	Yes	Majority
Amend a Motion	"I move that this motion be amended by"	No	Yes	Yes	Majority
Introduce business (a primary motion)	"I move that..."	No	Yes	Yes	Majority
Object to procedure or to a personal affront*	"Point of Order"	Yes	No	No	Chair decides
Request information*	"Point of Information"	Yes	No	No	No vote
Ask for a vote by actual count to verify a voice vote*	"I call for a division of the house"	No	No	No	No vote
Object to considering some undiplomatic matter*	"I object to consideration of this question".	Yes	No	No	2/3 vote
Take up a matter previously tabled*	"I move to take from the table"	No	Yes	No	Majority
Reconsider something Already disposed of*	"I move we reconsider our action relative to"	Yes	Yes	Yes	Majority
Consider something out of its scheduled order*	"I move we suspend the rules & consider..."	No	Yes	No	2/3 vote
Vote on a ruling by the chair*	"I appeal the chair's decision"	Yes	Yes	Yes	Majority

\*Not Amendable

RESOLUTION TO THE SGA BYLAWS CONCERNING EXCUSED ABSENCES

WHEREAS, absences by SGA members continues to hinder the association, and

WHEREAS, in the past, acts have been passed defining allowable unexcused absences, and

WHEREAS, to this point no definition of an excused absences exists,

LET IT THEREFORE BE PASSED by the SGA to adopt the following as a guideline for the absences policy.

- 1) That an excused absences be defined as an illness, death, or family emergency.
- 2) That proof, in writing, shall be rendered to the SGA office prior to the meeting to be missed.
- 3) That the minutes must be read and a form entered into the members file by close of business on the Wednesday following the meeting.
- 4) Any and all absences are subject to review and approval by the executive council.
- 5) Upon acceptance by the Senate, all members must sign an acknowledgement form showing understanding, acceptance, and adherence to the policy.

SGA PETITION FOR INTEREST GROUP

In signing this petition, I do hereby endorse \_\_\_\_\_  
for the office of \_\_\_\_\_, and I declare that I am a member  
of the above interest group for purposes of the Student Government Association  
election to be held in ~~the District~~ <sup>the District</sup>. I understand that I may not sign any  
other petitions for candidate for this or any other interest group except  
candidates for the At-Large positions. This does not restrict me from signing  
a petition for a candidate from my academic school or for a SGA Officer.

<u>NAME</u>	<u>I.D.</u>
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____
11. _____	_____
12. _____	_____
13. _____	_____
14. _____	_____
15. _____	_____
16. _____	_____
17. _____	_____
18. _____	_____
19. _____	_____
20. _____	_____

SGA OFFICER PETITION

In signing this petition, I do hereby endorse \_\_\_\_\_  
for the office of \_\_\_\_\_. This does not restrict me  
from signing a petition for candidate from my interest, academic  
school or student body officer. HSU ID numbers must accompany  
signature and will be used for verification purposes only.

- |           |           |
|-----------|-----------|
| 1. _____  | 16. _____ |
| 2. _____  | 17. _____ |
| 3. _____  | 18. _____ |
| 4. _____  | 19. _____ |
| 5. _____  | 20. _____ |
| 6. _____  | 21. _____ |
| 7. _____  | 22. _____ |
| 8. _____  | 23. _____ |
| 9. _____  | 24. _____ |
| 10. _____ | 25. _____ |
| 11. _____ | 26. _____ |
| 12. _____ | 27. _____ |
| 13. _____ | 28. _____ |
| 14. _____ | 29. _____ |
| 15. _____ | 30. _____ |



TALLY SHEET

PRESIDENT: 1. \_\_\_\_\_ 3. \_\_\_\_\_  
2. \_\_\_\_\_ 4. \_\_\_\_\_

VICE PRESIDENT-EXTERNAL: 1. \_\_\_\_\_ 3. \_\_\_\_\_  
2. \_\_\_\_\_ 4. \_\_\_\_\_

VICE PRESIDENT-INTERNAL 1. \_\_\_\_\_ 3. \_\_\_\_\_  
2. \_\_\_\_\_ 4. \_\_\_\_\_

VICE PRESIDENT ACTIVITIES-1. \_\_\_\_\_ 3. \_\_\_\_\_  
2. \_\_\_\_\_ 4. \_\_\_\_\_

FINANCIAL OFFICER- 1. \_\_\_\_\_ 3. \_\_\_\_\_  
2. \_\_\_\_\_ 4. \_\_\_\_\_

RECORDING SECRETARY: 1. \_\_\_\_\_ 3. \_\_\_\_\_  
2. \_\_\_\_\_ 4. \_\_\_\_\_

PARLIAMENTARIAN: 1. \_\_\_\_\_ 3. \_\_\_\_\_  
2. \_\_\_\_\_ 4. \_\_\_\_\_

COMMUTER: Position 1: a. \_\_\_\_\_ b. \_\_\_\_\_  
Position 2: a. \_\_\_\_\_ b. \_\_\_\_\_  
Postions 3: a. \_\_\_\_\_ b. \_\_\_\_\_

GREEK: Position 1: a. \_\_\_\_\_ b. \_\_\_\_\_  
Postion 2: a. \_\_\_\_\_ b. \_\_\_\_\_  
Postion 3: a. \_\_\_\_\_ b. \_\_\_\_\_

RESIDENCE HALL: Postion 1: a. \_\_\_\_\_ b. \_\_\_\_\_  
Position 2: a. \_\_\_\_\_ b. \_\_\_\_\_  
Position 3: a. \_\_\_\_\_ b. \_\_\_\_\_

INDEPENDENT: Position 1: a. \_\_\_\_\_ b. \_\_\_\_\_  
Position 2: a. \_\_\_\_\_ b. \_\_\_\_\_  
Postio n 3: a. \_\_\_\_\_ b. \_\_\_\_\_

HUAMN RELATIONS: Position 1 (white) a. \_\_\_\_\_ b. \_\_\_\_\_  
Position 2 (white) a. \_\_\_\_\_ b. \_\_\_\_\_  
Postion 3 (black) a. \_\_\_\_\_ b. \_\_\_\_\_  
Position 4 (black) a. \_\_\_\_\_ b. \_\_\_\_\_

S.A.B. Position 1: a. \_\_\_\_\_ b. \_\_\_\_\_  
Position 2: a. \_\_\_\_\_ b. \_\_\_\_\_  
Position 3: a. \_\_\_\_\_ b. \_\_\_\_\_  
Position 4: a. \_\_\_\_\_ b. \_\_\_\_\_

HENDERSON STATE UNIVERSITY  
STUDENT GOVERNMENT ASSOCIATION

Senate Office Application

Name \_\_\_\_\_ HSU ID# \_\_\_\_\_

Address \_\_\_\_\_

HSU Box # \_\_\_\_\_ Telephone # \_\_\_\_\_

\*\*\*\*\*

Position Filing for: \_\_\_\_\_ Cumulative GPA: \_\_\_\_\_

Total number of credit hours completed: \_\_\_\_\_

Major / Minor: \_\_\_\_\_

NOTE: Make sure the major you have listed is your official major listed in the Registrar's Office if applying for any of the senate seats in the three academic schools.

\*\*\*\*\*

Applicants for a Greek seat please list social fraternity or sorority.

Organization: \_\_\_\_\_

IMPORTANT: All Information will be verified with the Registrar's Office.

\*\*\*\*\*

Write a small paragraph below explaining why you wish to be a member of SGA.

\*\*\*\*\*

Official Use Only: Approved \_\_\_\_\_ Disapproved \_\_\_\_\_

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- 2) That proof, in writing, shall be rendered to the SGA office prior to the meeting to be missed.
- 3) That the minutes must be read and a form entered into the members file by close of business on the Wednesday following the meeting.
- 4) Any and all absences are subject to review and approval by the executive council.
- 5) Upon acceptance by the Senate, all members must sign an acknowledgement form showing understanding, acceptance, and adherence to the policy.

SGA PETITION FOR INTEREST GROUP

In signing this petition, I do hereby endorse \_\_\_\_\_  
for the office of \_\_\_\_\_, and I declare that I am a member  
of the above interest group for purposes of the Student Government Association  
election to be held in ~~1969-70~~. I understand that I may not sign any  
other petitions for candidate for this or any other interest group except  
candidates for the At-Large positions. This does not restrict me from signing  
a petition for a candidate from my academic school or for a SGA Officer.

NAME

I.D.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
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15. \_\_\_\_\_
16. \_\_\_\_\_
17. \_\_\_\_\_
18. \_\_\_\_\_
19. \_\_\_\_\_
20. \_\_\_\_\_



SGA OFFICER PETITION

In signing this petition, I do hereby endorse \_\_\_\_\_  
for the office of \_\_\_\_\_. This does not restrict me  
from signing a petition for candidate from my interest, academic  
school or student body officer. HSU ID numbers must accompany  
signature and will be used for verification purposes only.

- |           |           |
|-----------|-----------|
| 1. _____  | 16. _____ |
| 2. _____  | 17. _____ |
| 3. _____  | 18. _____ |
| 4. _____  | 19. _____ |
| 5. _____  | 20. _____ |
| 6. _____  | 21. _____ |
| 7. _____  | 22. _____ |
| 8. _____  | 23. _____ |
| 9. _____  | 24. _____ |
| 10. _____ | 25. _____ |
| 11. _____ | 26. _____ |
| 12. _____ | 27. _____ |
| 13. _____ | 28. _____ |
| 14. _____ | 29. _____ |
| 15. _____ | 30. _____ |

TALLY SHEET

PRESIDENT: 1. \_\_\_\_\_ 3. \_\_\_\_\_  
2. \_\_\_\_\_ 4. \_\_\_\_\_

VICE PRESIDENT-EXTERNAL: 1. \_\_\_\_\_ 3. \_\_\_\_\_  
2. \_\_\_\_\_ 4. \_\_\_\_\_

VICE PRESIDENT-INTERNAL 1. \_\_\_\_\_ 3. \_\_\_\_\_  
2. \_\_\_\_\_ 4. \_\_\_\_\_

VICE PRESIDENT ACTIVITIES-1. \_\_\_\_\_ 3. \_\_\_\_\_  
2. \_\_\_\_\_ 4. \_\_\_\_\_

FINANCIAL OFFICER- 1. \_\_\_\_\_ 3. \_\_\_\_\_  
2. \_\_\_\_\_ 4. \_\_\_\_\_

RECORDING SECRETARY: 1. \_\_\_\_\_ 3. \_\_\_\_\_  
2. \_\_\_\_\_ 4. \_\_\_\_\_

PARLIAMENTARIAN: 1. \_\_\_\_\_ 3. \_\_\_\_\_  
2. \_\_\_\_\_ 4. \_\_\_\_\_

COMMUTER: Position 1: a. \_\_\_\_\_ b. \_\_\_\_\_  
Position 2: a. \_\_\_\_\_ b. \_\_\_\_\_  
Postions 3: a. \_\_\_\_\_ b. \_\_\_\_\_

GREEK: Position 1: a. \_\_\_\_\_ b. \_\_\_\_\_  
Postion 2: a. \_\_\_\_\_ b. \_\_\_\_\_  
Postion 3: a. \_\_\_\_\_ b. \_\_\_\_\_

RESIDENCE HALL: Postion 1: a. \_\_\_\_\_ b. \_\_\_\_\_  
Position 2: a. \_\_\_\_\_ b. \_\_\_\_\_  
Position 3: a. \_\_\_\_\_ b. \_\_\_\_\_

INDEPENDENT: Position 1: a. \_\_\_\_\_ b. \_\_\_\_\_  
Position 2: a. \_\_\_\_\_ b. \_\_\_\_\_  
Postio n 3: a. \_\_\_\_\_ b. \_\_\_\_\_

HUAMN RELATIONS: Position 1 (white) a. \_\_\_\_\_ b. \_\_\_\_\_  
Position 2 (white) a. \_\_\_\_\_ b. \_\_\_\_\_  
Postion 3 (black) a. \_\_\_\_\_ b. \_\_\_\_\_  
Position 4 (black) a. \_\_\_\_\_ b. \_\_\_\_\_

S.A.B. Posftion 1: a. \_\_\_\_\_ b. \_\_\_\_\_  
Position 2: a. \_\_\_\_\_ b. \_\_\_\_\_  
Position 3: a. \_\_\_\_\_ b. \_\_\_\_\_  
Position 4: a. \_\_\_\_\_ b. \_\_\_\_\_

HENDERSON STATE UNIVERSITY  
STUDENT GOVERNMENT ASSOCIATION

Senate Office Application

Name \_\_\_\_\_ HSU ID# \_\_\_\_\_

Address \_\_\_\_\_

HSU Box # \_\_\_\_\_ Telephone # \_\_\_\_\_

\*\*\*\*\*

Position Filing for: \_\_\_\_\_ Cumulative GPA: \_\_\_\_\_

Total number of credit hours completed: \_\_\_\_\_

Major / Minor: \_\_\_\_\_

NOTE: Make sure the major you have listed is your official major listed in the Registrar's Office if applying for any of the senate seats in the three academic schools.

\*\*\*\*\*

Applicants for a Greek seat please list social fraternity or sorority.

Organization: \_\_\_\_\_

IMPORTANT: All Information will be verified with the Registrar's Office.

\*\*\*\*\*

Write a small paragraph below explaining why you wish to be a member of SGA.

\*\*\*\*\*

Official Use Only: Approved \_\_\_\_\_ Disapproved \_\_\_\_\_

OUACHITA TECHNICAL COLLEGE

STUDENT SENATE

MEETING, THURSDAY, MARCH 4, 1993

7:00 A.M., OTC CONFERENCE ROOM

Mrs. Massey passed out a copy of the agenda for the meeting while we awaited the arrival of all members. Members present were: Liz Pfeiffer, Accounting; Tracy Warner, Air Conditioning and Refrigeration; Alton Tankersley, Diesel Services; Charles Turner, Electronics; Larry Moore, Machine Shop; Wesley Malone, Nursing; and Daniela Stanley, Business Office Technology.

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Next, Daniela Stanley asked for opinions on the placards; everyone agreed on the proposed placards.

Charles Turner then entertained the motion to close the meeting. Wesley Malone moved and Larry Moore seconded the motion that we close the meeting. The motion carried with none opposed.

Daniela Stanley  
Secretary/Historian

MEMORANDUM

TO: SGA Member

Kippy Massey

FROM: Kippy Massey, Tressie McJunkin, and Ronnie Thompson

DATE: March 2, 1993

SUBJECT: Agenda for the March 4 meeting

The following is the agenda for the next meeting:

OUACHITA TECHNICAL COLLEGE  
STUDENT SENATE AGENDA  
MARCH 4, 1993, 7 A.M., ROOM 21

1. Election of officers
2. Review of Scheduled meeting time
3. Placement of information regarding SGA members
4. Revision of Constitution/By-Laws.

OUACHITA TECHNICAL COLLEGE

STUDENT SENATE

MEETING, THURSDAY, MARCH 4, 1993

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President	Charles Turner
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The faculty advisors then turned the meeting over to the president, Charles Turner. His first order-of-business was to select a committee to draft a constitution headed by the Vice President-



Internal Affairs. Liz Pfeiffer suggested that the committee be no more than three persons and that the Vice President-External Affairs serve as a member. Alton Tankersley suggested that the committee have one member who had experience with drafting a constitution for an organizations. Wesley Malone had experience, so the committee members are Tracy Warner, Liz Pfeiffer, and Wesley Malone. The committee would have a copy of a proposed constitution for all members as soon as possible. The constitution was tabled until the next meeting.

Larry Moore motioned and Liz Pfeiffer seconded that the next meeting be held at 7:00 a.m. on Thursday, March 11, 1993. Mrs. Massey introduced our group to Mr. Looney, Dean of Student Services. We asked him if it were possible to incorporate the SGA meetings into the Fall schedule so that classes could be worked around them. He instructed us to agree on a time and turn in a request to him and he would work it into the schedule. All members were in favor.

Our next topic was the replacement of elected officers with members from the department the officer came from. Liz Pfeiffer motioned and Larry Moore seconded the motion that we replace officers from the departments. Wesley Malone moved and Alton Tankersley seconded that we table the topic until the next meeting. President Charles Turner entertained the motion that each elected officer go to their department, find an interested student to replace them, and bring them to the next meeting to allow us to vote on admitting them to the SGA. We decided to try to find replacements from the individual departments.

Wesley Malone brought up the topic of the bookstore and suggested that we form a committee to work on it. Charles Turner then asked Mr. Looney on the status of the bookstore. Mr. Looney stated that it was still on the table, so we agreed to table this until a later date.

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handbook was printed. Mr. Looney suggested that we have someone represent us on the Faculty Council--the Faculty Council is in charge of the Student Handbook. He also suggested that we send a representative to the Board of Trustees meeting at 5:00 p.m. on the last Tuesday of each month. Liz Pfeiffer suggested that all of us attend if possible this month so that we can be introduced to the Board. Mr. Looney said he would put the SGA on the agenda.

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TO: ~~SGA Member~~

*Library Copy*

FROM: Kippy Massey, Tressie McJunkin, and Ronnie Thompson

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MARCH 4, 1993, 7 A.M., ROOM 21

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2. Review of Scheduled meeting time
3. Placement of information regarding SGA members
4. Revision of Constitution/By-Laws.

OUACHITA TECHNICAL COLLEGE

STUDENT SENATE

MEETING, THURSDAY, MARCH 4, 1993

7:00 A.M., OTC CONFERENCE ROOM

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OUACHITA TECHNICAL COLLEGE

STUDENT SENATE

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Secretary/Historian

OUACHITA TECHNICAL COLLEGE

STUDENT SENATE

MEETING, THURSDAY, MARCH 11, 1993

7:00 A.M., OTC CONFERENCE ROOM

The President called the meeting to order. He welcomed all new members to the Student Senate.

Then, the secretary/historian called the roll. Members present were: President Charles Turner; Vice-President of Internal Affairs Tracy Warner; Vice-President of External Affairs Liz Pfeiffer; Parliamentarian/Reporter Wesley Malone; Treasurer Larry Moore; Secretary/Historian Daniela Stanley; Angelia Butterworth, Business Office Technology; Amber White, Accounting; John Allen, Air Conditioning and Refrigeration; Alton Tankersley, Diesel Services; Jay Keeney, Electronics; Bessie Williams, Food Services; Charles Newman, Machine Shop; Bonnie Hannie, Nursing; and Grant McPherson, Welding.

President Charles Turner then asked the secretary/historian to read the minutes from the last meeting. Daniela Stanley read the minutes. Next, the president asked if anyone disagreed with the minutes as they were read. Mrs. McJunkin suggested that we amend the minutes as follows: Where it stated motioned, we change it to read moved; that we state whether or not a motion carried or not, and that we clarify the paragraph on the proposed constitution. No one disagreed with the amendments so the secretary/historian stated she would amend them as necessary.

The next order-of-business was the constitution. The President asked for a report from the Constitution Committee. Liz Pfeiffer passed out copies of the proposed constitution. Wesley Malone moved and Tracy Warner seconded the motion that we table the constitution until the next meeting. The motion carried with none opposed. Charles Turner entertained the motion that if anyone had objections to the proposed constitution that they submit any objections in writing to the committee at least three days prior to the next meeting to allow them time to consider these objections and make any changes as necessary. Wesley Malone moved and Tracy Warner seconded the motion that all objections be submitted in writing three (3) days prior to the next meeting. The motion carried with none opposed.

Next order-of-business: Standing Committees. The President discussed the committees. First on the list was the Bookstore Committee. Charles Turner appointed Jay Keeney, Angelia Butterworth, and Bessie Williams to the committee. He asked them to meet and submit some suggestions for the bookstore before the next meeting. He stated that he would arrange a meeting with Dr. Martin to discuss current plans for the bookstore once they had elected a chairperson.

The next order-of-business was the Committee for the By-laws to the constitution. We decided that the Constitution Committee should also work on the By-laws.

The Finance Committee was the next order-of-business. The President named the Treasurer, Mr. Larry Moore, as the chairman of the Finance Committee. He appointed Amber White and Alton Tankersley to the committee, also. He stated that he would arrange a meeting with Dr. Martin and Mr. Jones sometime during the next week prior to the next meeting of the SGA.

Charles Turner then entertained an appeal for participation from the Senators to volunteer for some of the committees. He stated that in order for the Student Government to be effective, more than a minority would have to participate in the committees.

Liz Pfeiffer questioned whether or not it was necessary for the Vice-President of Internal Affairs to be on the all of committees according to the constitution or if the committees had to go through the Vice-President of Internal Affairs to gain approval on recommendations of that committee. We decided that the Vice-President did not have to be on each committee since the committees came through him/her anyway.

Mrs. McJunkin asked the Senate members to stand up when they wanted to address the Senate for the benefit of the Secretary/Historian to enable her to ensure who was speaking at what time for what purpose.

The business of the Election Committee was next. Wesley Malone as Parliamentarian/Reporter was named as chairman of that committee. After the President made an appeal for participation, Bonnie Hannie and Liz Pfeiffer volunteered for the committee.

John Allen asked the President what was required out of the members or each committee. The President stated that each committee could elect their own chairperson unless one was specified in the constitution and set their own agendas. He felt that the committees should meet once a week until our organization is established. He also said that if the committee had any questions, they could come and see him and he would try to answer them. Daniela Stanley mentioned that when meetings were to be held in the Library/Learning Resource Center, the LRC/Library needed to be scheduled through Mr. Bob Jones. Mrs. Massey stated that small groups were welcome to use the conference room without scheduling it as long as there were no meetings going on when they used it.

Charles Turner said that he had spoken with Dr. Martin informally and had been told that there were currently no funds for the SGA. He stated that Dr. Martin had thought that the scheduling of school activities was a priority issue.

The next committee to be formed was the Committee on Student Activities. Charles Turner entertained a petition for appointment to this committee. He stated that he wanted participation from all members of the Senate. Mrs. McJunkin asked what kind of student activities and Bonnie Hannie asked if they were just for the SGA or for the entire student body.

Charles Turner explained that they were for the entire student body and that the activities would be up to the committee to decide upon. Bessie Williams asked about the time limit since the semester was almost over. Charles Turner suggested that the committee try to plan one or two activities during the last six (6) weeks of the semester. Bessie Williams, Bonnie Hannie, and Wesley Malone volunteered for the committee.

Mrs. Massey stated that the committees could have more members than just the senators assigned to them. The committee could go to the student body for suggestions.

Our next order-of-business was the bulletin board. Mrs. McJunkin suggested that we hang it between the double doors that lead in and out of the snack bar. Liz Pfeiffer moved and Bessie Williams seconded the motion that we place the board between the snack bar doors. The motion carried with all in favor except John Allen.

Daniela Stanley stated that the SGA now had a copy code and that if any committee needed copies made to let her know and she would get it done as soon as was possible. Liz Pfeiffer also stated that she had a data disk for the committees. Mrs. Massey said she would keep it under the printer in her office so that it was easily accessible. Mrs. McJunkin said anyone needing to input minutes on it should sign it out through the library.

The President then stated that he had spoken to Dr. Martin about getting physical facilities for the SGA (possibly located in the book store) with a computer and desk of our own. He suggested that the Book Store Committee should address that issue when they met.

Mrs. McJunkin suggested that the individual committee chairpersons submit a handwritten copy of the minutes from their meetings for the history file. Also, if they wanted to address an issue at the meetings, submit a request to the president. Charles Turner then requested that they submit the minutes of their meetings to the secretary/historian. Liz Pfeiffer stated that the committees should designate someone to transcribe the minutes themselves.

Wesley Malone brought up the need for the SGA to have a telephone directory of all members. Alton Tankersley suggested that we pass around a list and Daniela Stanley stated that she would type the directory and pass out copies as soon as possible.

Wesley Malone moved and Bonnie Hannie seconded the motion that all two-year students be exempt from the next election. During discussion, Larry Moore questioned how that would effect the president. The President entertained the motion that we table the motion until the next meeting when the constitution was discussed. Wesley Malone referred to page two of the proposed constitution and stated that the issue was covered there. Charles Turner then stated that we should table this motion until the next meeting when we discussed the constitution. Mrs. McJunkin asked for a restatement of the motion. Daniela Stanley read the motion aloud. Alton Tankersley moved and Bessie Williams seconded the

motion that we table the issue until the next meeting. The motion carried with none opposed.

Daniela Stanley asked that the meeting time be announced for the benefit of the new members. The President stated that he would address the issue at the end of the meeting.

The President then asked for any new business that needed to be put on the agenda for the next meeting.

Bonnie Hannie asked how were the committee issues addressed to the Senate? Charles Turner stated that the committee chairperson should draft a written proposal and submit it to one of the faculty advisors or to the president. Mrs. McJunkin and Mrs. Massey stated that the proposal should go through the Vice-President of Internal Affairs. Liz Pfeiffer moved and Bonnie Hannie seconded the motion that issues be addressed through the Vice-President of Internal Affairs or through a committee on student concerns. The motion carried with none opposed.

Liz Pfeiffer moved and Bessie Williams seconded the motion that we set up a committee on student concerns to be composed of students, faculty, and administration, if possible. The motion passed with none opposed. We discussed what the committee's responsibilities would be. Mrs. McJunkin stated that issues should be raised through the Committee on Student Concerns, then put on the agenda at a senate meeting, then go through the faculty advisors before being addressed to the administration. Alton Tankersley moved and Liz Pfeiffer seconded the motion that we table the issue until the next meeting. Motion passed with none opposed.

Mr. Thompson proposed that we place a box in the Library/Learning Resource Center for the SGA so that copies and other materials could be routed to the proper person.

Tracy Warner moved and Larry Moore seconded the motion that we place a suggestion box for SGA by the bulletin board in the student center. Wesley Malone moved and Liz Pfeiffer seconded the motion that we table the issue until the next meeting. The motion carried with none opposed.

Wesley Malone moved and Bonnie Hannie seconded the motion that we close the meeting. The motion carried with none opposed.

The next meeting was set for 7:00 a.m. on Thursday, March 17, 1993.

Respectfully submitted,

Daniela Stanley  
Secretary/Historian