Minutes of the CUNY SPS  
Student Association Meeting  
March 12, 2020  
119 W 31st Room 414  
New York, NY 10001


Absentees: Leonard Blades, Mazette Edwards, Bevin Mathew.

Special Guest(s): CUNY SPS Events coordinator, Heather Zeman.

************6:34pm meeting call to session***************

Agenda

●  I. Discussion with Heather Zeman – Events Coordinator.
●  II. Approval for the Minutes of February 2020 Meeting
●  III. Coronavirus Discussion
  ○  -Student Leadership Conference
●  IV. Student Professional Development Grant Discussion
●  V. SPS Student Nurses Association Story Slam Event
●  VI. Updates from Anthony Sweeney & Student Affairs
●  VII. Schedule Dates for Spring Semester
  ○  a) March 27 – Student Leadership Conference
  ○  b) May 8 – Undergraduate Research Conference
  ○  c) May 21 - Spring Reception
●  VIII. Monthly Committee Updates
  ○  Commencement KeyNote Speaker Committee
  ○  Commencement Student Speaker Committee
  ○  Special Events Committee
  ○  Accessibility and Inclusion Committee
  ○  Conference/Professional Networking Grant Committee
  ○  Kiosk Committee

●  IX. Final thoughts, questions, comments and/or concerns
●  X.  Adjournment
Notes

- The Student Association members welcomed CUNY SPS Events coordinator, Heather Zeman.

- Heather Zeman shared with the Student Association CUNY SPS 2020 Commencement ceremony is going forward as scheduled, to be celebrated at the end of the Spring Semester. The Events coordinator is asking for feedback, especially for school branding.

- Heather Zeman introduced two proposals to the CUNY SPS Student Association:
  - Student Commencement Fee Spending Proposal 2019/2020
  - Student Association Fee Event Sponsorship Proposal (Commencement Cap Decoration Event)

- Shakima suggested funding the Assistive Services and the Speaker Expenses since these components of the commencement go directly to students. The proposal is based on the $13,086.05 CUNY SPS has collected in student fee funds allocated to Commencement from the 2019-2020 academic year.

- Heather Zeman clarified to CUNY SPS Student Association that Commencement is an event that is covered completely. It is just a matter of distributing the expenses to different departments within the school.

- Lorne raised the question if the school is considering Online Commencement due to the spread of COVID-19 (Commonly known as Coronavirus). Heather Zeman said it is too early to make any decision, but her department is taking into consideration all variables. Currently, the Commencement Ceremony 2019/2020 is scheduled for May 29, 2020.

- CUNY SPS Student Association members supporting the contribution:
  - Assistive Service of Commencement Ceremony: 9 members.
  - Speaker Expenses of Commencement Ceremony: 7 members.

- Motion to approve contribution to support CART projection, Keynote Speaker fee, and Keynote Speaker transportation:
  - Call to motion: Lisa
  - Second to motion: Douglas
  - In favor: Unanimous (12 members present)
  - No nays
  - No abstentions
For the second proposal, Commencement Cap Decoration Event, Events coordinator, Heather Zeman, is requesting contribution from CUNY SPS Student Association to cover food and beverage as well as art supplies.

Shakima stated that CUNY SPS Student Association had covered these expenses in prior years. The Student Association is familiar with these proposals.

Lorned asked how money is allocated for in-person events and if these events are accessible to the online student population.

Lisa suggested creating an online-students committee to reach online students and create online events that the online population can participate in. Shakima suggested Lorne can be part of this proposed committee as he always advocates for students who cannot participate in-person events.

Motion to approve contribution to support Cap decoration budget proposal:
  ○ Call to motion: Patrycja
  ○ Second to motion: Lisa
  ○ In favor: Unanimous (12 members present)
  ○ No nays
  ○ No abstentions

Motion to approve the minutes with amendments from the meeting held on 02/06/2020:
  ○ Call to motion: Lorne
  ○ Second to motion: Marilyn
  ○ In favor: Unanimous (10 members present)
  ○ No nays
  ○ Abstentions: 2 (Evelyn and Lisa did not attend last meeting.)

Discussion on COVID-19 (Coronavirus): Shakima shared she is concerned for in-person classes students. It might become a challenge for students to assimilate online classes.

At this point, there is not clear information about the virus. Lisa asked if there is any information center to reach for testing sites. Emergency rooms are not testing for the virus if patients do not present hard symptoms. As per New York State Governor, Andrew Cuomo, NYC does not have enough testing facilities.

Shakima asked how the state/CUNY Schools are dealing with students with no internet access or computer to transition to online classes.
- CUNY and SPS are sending communication to students in reference to COVID-19 and updates about the school's action plan.

- Students may ask their instructions to be flexible if they are impacted with the virus.

- Lorne asked how to detect and how to proceed once an individual presents symptoms.

- To get up-to-date information, students may refer to the CDC website. CUNY schools are following recommendations from this site.

- **Updates from Anthony Sweeney & Student Affairs:** CUNY SPS is holding off any events with more than 50 participants. The Undergraduate Meet-up reception postponed the Fall semester. Spring reception and Student Leadership Conference will be discussed in the next few weeks.

- Jennifer Grace Lee shared that if the Middle State Recertification goes as planned, SPS is encouraging the Student Association to participate either online or in-person. The meeting is scheduled for March 31st 2020 at 9:15am.

- Anthony highlighted that due to cancelation of many events, there is a significant amount of money that won’t be spent during this academic calendar year. The Students Association members are welcomed to bring ideas of how to spend this money.

- Sara shared with the Student Association that survey is ready. It will be sent out to the Student Association members to test it out before sending to CUNY SPS students.

- **SPS Student Nurses Association Story Slam Event:** Shakima introduced the SPS Nurses Association Story Slam Event initiative. The SPS Nurse Association is requesting contribution from the SPS Student Association to support the event that will be held on May 11 2020. The requested contribution is $1,000.00 and it will cover food and beverage for the event. If anyone has a nurse-related story to share in this event, contact the Nursing faculty responsible to launch the event.

- **Motion to approve contribution of $1,000.00 to support SPS Student Nurses Association Story Slam Event to be held on May 11 2020:**
  - Call to motion: Lisa
  - Second to motion: Lorne
  - In favor: Unanimous (12 members present)
  - No nays
○ No abstentions

● Monthly Committee Updates:
  ○ Technology fee committee:
    ■ meeting is still in place for next week at 6:00pm
  ○ Commencement Student Speaker Committee:
    ■ Next meeting March 22, 2020; deadline for student keynote nomination.
  ○ Abilities and Resources Committee:
    ■ The event schedule for April 29th 2020 will be launched on a webinar format due to the current situation with COVID-19.
  ○ USS update:
    ■ Bonaparte thanked Sara for building the Survey, which would be used to collect data to present to the USS. Bonaparte also thanked Anthony for sending out emails asking students to call their Senate representatives and ask them to fund CUNY Schools. The USS march was cancelled due to COVID-19.

● Sarah reminded The SPS Student Association that next week workshops are webinar only.

● Voting to end this meeting:
  ○ Call to motion: Lorne
  ○ Second to motion: Patrycja
  ○ In favor: unanimous (12 members present)
  ○ No nays
  ○ No abstentions

**********Meeting adjourned at 8:05 pm.**********