1. **Call to Order**
   - Attendance
     - Present:
       - Andrew Fischer
       - Silvia Radulescu
       - Caroline Reppert
       - Alex Hollister
       - Natalie Klingher
       - Phoebe Greenwald
       - Jordan Zeng
       - Elizabeth Ughetta
       - Catherine Conroy
       - Jose Olivares
       - Lauren Mulligan
       - Evelyn Torsher
       - Ilana Schwartz
       - Ryan McAlonan
       - Kureem Nugent
       - Mariaelena Hiller-Chacin
       - Zach Oscar
       - Isabel Grieder
       - Lilly Pieper
       - Lizzi Tran
       - Alex Black
       - Annalie Garcia
       - Maggie Horne
       - Rachel Dawson
       - Ram Franqui
       - Raza Zubair
       - Jeremy Cottle
       - Ellie Ducommun
       - Chris Lee
     - Excused:
       - Zach Hardmeyer
   - Absent:
     - Conor Craven
     - Cesar Renero
     - Alex Hirsu

2. **Old Business & Committee Reports**
   - Committee Reports
Constitution

Cultural Affairs- No one came to the Town Hall
  ■ BLSU canceled Cultural Food Truck for this week

Facilities- GPS update- see below
  ■ Caroline Reppert- Please look into standing desks in the library. Some faculty members have them.
    ● Zach Oscar- Will do!

Food-
  ■ Met with Derek Roy from BonAppetit. Discussed options for those with dietary restrictions.
    ● Many more options this year, especially at Commons.
      ○ Ex: 40% of the food is not only gluten free, but is cooked where it can’t be contaminated.
    ● Still room for improvement, though!
    ● Will send a sheet around at the Student Assembly meeting next week for suggestions.
    ● Derek Roy really values student involvement/input, so please email him if you have suggestions/comments/concerns!
  ■ Mari Hiller- When do you meet?
    ● Phoebe Greenwald- Mondays at 4pm in Commons
      ○ Everyone is welcome! Especially if you have dietary restrictions!

Health and Safety-
  ■ Silvia Radulescu- Did you meet with the “health center consultants” who were on-campus last week?
    ● Ryan McAlonan- No.
    ● Zach Oscar- Was at the meeting as an RA.
      ○ Consultants came to campus to ask for student input on the Student Health Service in general and ideas for the new health center, specifically.
      ○ Brought up the issue of hours at the Health Center (not being open during lunch hours on weekends)
      ○ Another issue is that the entrance to the Counseling Center is not very discrete.
        ■ It is in front a number of windows in Commons (and next to Martin’s Way), so the entrances should be the same one as for the Health Center since both will be in the same building.
        ■ Privacy issue for students who worry about stigma of using campus mental health services.
      ○ Had to leave for class after 25 minutes, so not sure how the meeting resolved.
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- Silvia Radulescu- Did anyone ask why the Health Center doesn’t write excuses for missing class? Especially since the Health Center is mostly only open during class times.
  - Zach- Not to my knowledge.
- LITS- New movies on the Movie Channel!
- Philanthropy-
  - Haunted House this past weekend
    - Success!
    - Thank you to Delta Phi and AXL for your help!
  - Candy-Gram sale wrap-up
    - Also a success!
    - Raised $255 for the ABC House
    - Don’t forget to check your mailbox to see if you received a Candy-Gram!
  - Upcoming Thanksgiving Dinner
    - Will be cooking all week.
    - Dinner on Thursday with the students and staff from the ABC House
- Social Traditions
  - Citrus Bowl- December 5
  - Hockey Date Auction- December 2
  - Alex Hollister- Did you decide to run an all campus t-shirt design competition?
    - Ellie Ducommun- No. We reached out to a girl who has done graphic design for us in the past.
- Andrew Fischer- NY6 Student Government Conference
  - To student representatives- Please put together a short presentation to update us afterwards.
    - Please pick a topic for our break-out session at the conference.
- Student Affairs- Survey results- see below

- Brian Hansen (Physical Plant) - Fire Safety Presentation/Clarifications
  - Here to clarify after discussion at last week’s meeting
    - Was updated to include checks of student rooms in 2007.
  - 3 inspection phases conducted by OFPC:
    - Initial Inspection- Wall-to-wall inspection of buildings
    - Re-inspection- After first inspection, inspector comes back to make sure violations have been abated.
    - Second Re-inspection- Comes back for a third inspection. If any violations are *still* remaining, the college receives a fine.
• Hamilton requires students to pay that fine.
• Brian Hansen takes pictures of violations so that everything is communicated clearly between the student, the inspector, and Physical Plant.
  ○ In 2003 there were around 500 initial violations.
  ○ In 2007, violations skyrocketed as the inspection expanded to include student rooms.
  ○ Inspector only checks a sample of students rooms (approximately 25%).
    ■ If the inspector sees a lot of violations, then he might choose to inspect more rooms.
  ○ The inspections are based on the New York State Fire Code, or, more specifically, the inspector’s interpretations of the code.
    ■ Can’t have combustible wall hangings (tapestries, for example), according to the New York State Fire Code.
      ● OFPC’s interpretation/compromise… May have paper-based posters. Don’t expect student rooms to be completely spartan.
      ● In 2010, the inspector made an offhand comment about using fire retardant spray on tapestries to make them fire proof. College tried to police use of fire-retardant spray, but it became unbearable.
      ● There was no way to verify that people were actually using fire-retardant spray. Students “passed around jugs filled with liquids like Windex.” As a result, policy went back to only allowing paper-based posters.
      ● Students may put tapestries on beds or behind glass (on the wall).
  ○ Questions about confiscation during inspections-
    ■ A Residential Life staff member and Campus Safety Officer are present during inspections to abate violations on-the-spot.
    ■ About 75% of time, students aren’t in their rooms during inspections, so OFPC inspectors can’t educate students on violations, which is the goal of these inspections. In addition to keeping everyone safe, of course.
      ● As a result, Residential Life staff will confiscate items that violate code and leave a note. Students can pick up items up Campus Safety.
      ● If other items are found that violate school code (i.e. alcohol, pets, drugs, etc.), Residential Life/Campus Safety will confiscate those items as well.
    ■ No one wants to go through students’ items, even “for purely sanitary reasons.” Inspections are of what’s “in plain view” in student rooms. Inspectors will not touch or open anything. If the item is in plain view, they will take it.
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- However, if the inspector or Campus Safety Officer goes to unplug an extension cord that’s in violation of code and happens upon weed next to it, they will confiscate.
  - Each room inspection usually takes 20 seconds.
    - Physical Plant did lots of outreach in conjunction with Residential Life about the inspections.
      - There are also lots of pictures on the “fire safety” section of the Hamilton website, if you have questions about violations.
    - The inspections are simply following what New York State Law requires.
    - Even though you might see string lights in local homes and businesses during the holidays, there is no local fire inspectors to hold them to the law.
    - Many other NESCAC schools (and similar schools) charge $50 per violation. They also don’t permit the student a chance to fix the violation. Hamilton is comparatively lenient.
    - There are at 150-200 violations every inspection cycle.
      - There has been no indication of a reduction in this number, even though Physical Plant wants to see reduction. Fewer violations means less of a risk to students.
  - Thank you to Brian Hansen for coming and clarifying!

3. **Public Comment Period**

4. **New Business**
   - Alfio LaRocca (Physical Plant) and Wei Lee (TracManager)- “Jitney GPS Tracking App”
     - Alfio LaRocca-
       - New the Jitney vans will get here over Winter Break. Hopefully, they will be ready when student return.
       - Wanted to work with students after seeing discussion of Jitney GPS tracking in the SA Minutes a few weeks ago.
       - Is a customizable app. TracManager will add features, if feasible, to the basic version, depending on what students request.
         - Application we’re showing tonight is just the foundation of what we could build if we choose to adopt this system.
     - Wei Lee- Thank you for using our system!
       - We want student feedback to make the app more accessible and applicable to Hamilton’s needs.
       - Showed current location of Jitney #1 on projector.
       - System involves a small GPS tracking device installed in the vehicle.
       - Uses Google Maps (both street view and satellite view options available) as a base. Can see where the Jitney is and if it is moving. For example, if there was traffic, you could see the Jitney stopped.
       - There is both a computer and smartphone version of the app.
- Takes approximately 40 seconds for the GPS to send information to the cloud, which sends it to your computer.
  - The total refresh time is about one minute.
- The school would use a shared account:
  - Alfio LaRocca would have an administrator account.
  - The rest of the school would have a generic username and password.
  - Students would have limited access compared to Alfio, but would be able to track the Jitney
- After meeting with Zach Oscar on Friday, there are some features that aren’t currently on the app that we want to include.
  - For example, we want to use your personal cell signal to calculate how far away the Jitney is from you (predicted arrival times, etc.)
  - Zach Oscar-
    - The refreshing time is only for the web version of the app
    - The smartphone app provides live tracking.
- App is free.
- Jitney drivers don’t have to do anything to update the app. Just have to drive.
- Alfio LaRocca will have the master log-in information, so he can turn off the GPS off during breaks and it back on during school, etc. Saves money.
- Andrew Fischer- If I’m at Dollar General, and I miss the Jitney by only a few minutes, it has to do the whole loop again before it gets back to my location. Will the app tell students the Jitney is only five minutes away when it actually has to do the whole route again?
  - Zach Oscar- Also wanted to know if TracManager could load the Jitney route and schedule into the app. Can arrange so that way the route is highlighted and, in that specific example, students could see the Jitney is moving away from them.
  - Also want to add to other campus vehicles (Birnie Bus used for Late Night Shuttle, vans used for orientation, etc.)
    - That way, Physical Plant can make sure people are going where they are supposed to and help people if they get lost
- Ilana Schwartz- Can the app work in areas where the device can’t get cell reception?
  - Zach Oscar- No, the device needs internet access- 3G, LTE, etc.
  - Ilana Schwartz- So if the Jitney is in a location where there’s no cellular data internet (i.e. parts of the Adirondacks during Outing Club trips…)
  - Wei Lee- Good question! The device does need a wireless signal. It needs the signal to transfer data to the app.
    - Devices currently using AT&T.
Once the Jitney returns to an area with wireless reception, the tracking feature would come online again.

- Zach Oscar- For the purpose of tracking the Jitney around Clinton and New Hartford, this is not a huge deal.

- Cost- Each GPS device costs $30 per month
  - It can even put on “hibernation” for 3 months out of the year (i.e. during the summer).
  - The cost for these devices would not come out of Student Assembly funds. Physical Plant will pay for them.

- Gabe Rivas (Jitney Co-Manager)-
  - Lots of students have problems reading the schedule, so could we customize the app to integrate the schedule?
  - Could we have pins at the stops? That way, students can know where the Jitney is relative to the stops and scheduled stop times.
  - Wei Lee- Right now we don’t have the ability to do that, but I will talk to my team and see if we can get there.
  - Zach Oscar- Think of how on Google Maps it shows the names of the businesses. This app uses GoogleMaps. Sure, it is not ideal, but they can probably develop something that suits our needs.
  - Gabe Rivas- Could we set up alerts so that students know when the Jitney is delayed?
    - Wei Lee- Down the road, maybe.
      - Right now, only the administrator (Alfio) would be able to communicate with the devices and app.
      - Zach Oscar- Could there be another account for Jitney drivers and the Jitney Co-Managers?
        - Wei Lee- Would be difficult to have different accounts with different privileges all working with the same devices. We want to focus on the main task of providing students with a GPS tracking system.

- Alfio LaRocca- We are going to try this system for 3-4 weeks, get feedback, and then regroup to see if we want to proceed.
- Chris Lee- Would this GPS tracking system be implemented on the Late Night Shuttle?
  - Zach Oscar- This would only go on the (daytime) Jitney that drives around, not other shuttle services.
  - Alfio LaRocca- That said, we do have extra trackers, so we could approach Bernie Bus about installing the devices.
    - Chris Lee- If we are going to do this GPS tracking system, we should cover that aspect of the Jitney service as well.
Noelle Niznik- How will this be a benefit for users of the Late Night Shuttle? Since it just goes straight up and down the hill, it is hard to see how this would be particularly useful.

- Lauren Mulligan- The Late Night Shuttle is not always on time. Sometimes students wait for 15 minutes. Other times they wait for 45 minutes.
  - It would be nice to know how long we have to wait. That way, the students who are downtown won’t get impatient.
- Alfio LaRocca- That makes sense. We don’t want people waiting outside in the cold/inclement weather when they don’t have to.
- Ellie Ducommun- It could decrease frustration of people having to wait downtown.
- Mari Hiller- I was once stranded for 1.5 hours at night at the movie theatre. Called Campus Safety who told me it would be 30 more minutes.
  - Very frustrating.
- Gabe Rivas- It’s hard for students to just guess how long it will take for the Late Night Shuttle to come back because there are so many factors which make its operation inconsistent.
  - The number of people waiting, plus the alcohol they have consumed, makes each situation different. It would be nice to have the tracker on the Late Night Shuttle as well.
  - It would give students a better sense of security in terms of the location of the shuttle and how long their wait time will be.

Silvia Radulescu- Does the device have to be installed? Or can it be hand-held by the ride-alongs on the late-night service?

- Alfio- It needs to be installed, but it is simple to plug in and unplug. We need to talk to Birnie Bus about how they feel about this. We are here to help students, so we want to do what is most convenient.

Noelle Niznik- The priority is to get the two normal Jitneys running on the app.

- Gabe Rivas- It would be most helpful to track the Jitney in relation to each scheduled stop and relative to the scheduled times.
  - Otherwise, you’re just looking at a map.
- Wei Lee- Wants to work with his staff to get the technology to this point.
- Mari Hiller- Is there a way to alert Campus Safety/the Jitney driver when people are stranded somewhere via the app?
- Zach Oscar- If there were a messaging system, could increase the number of angry emails/messages the Jitney receives, so it may not be a good idea. I see your point, though.
Andrew Fischer- While it’s annoying to be stranded, the Jitney has a schedule to follow, so it can’t accommodate many different requests for pickups.

Alfio LaRocca- But you would be able to see if the Jitney was parked at Physical Plant and forgot to pick you up, there’s an issue with the service, or something like that.

Zach Oscar- This is an app for smartphones only, sorry to people using “Zoolander” phones.

Thank you to Alfio LaRocca, Wei Lee and Zach Oscar for all your work on this!

And thank you to Alfio LaRocca and Wei Lee for coming to the meeting!

Kureem Nugent and Isabel Grieder - Student Affairs Survey Results

As a result of the feedback that students gave on the survey, we found that:

- The lowest average ratings were for health services and nightlife
- The highest average rating was for academics

Issues related to academics included:
- Arbitrary grading
- Need for more 100-level courses open to Seniors

Issues related to health services included:
- EMTs not paid
- More extensive Health Center hours

Issues related to nightlife included:
- Campus Safety shutting down parties prematurely
- Not enough activities on-campus
- Lack of available social spaces (specifically this semester, with the absence of downtown housing)

Issues related to financial aid included:
- Hamilton should not subtract value of outside scholarships from Hamilton assistance.
  
  - Kureem Nugent- Otherwise, what’s the point of applying for outside scholarships?

Issues related to athletics included:
- Not enough funding
- Not enough support for club athletes (or non-athletes) from trainers,
  - Lauren Mulligan- This is a particular problem since the Health Center directs people to the Trainer’s Office.

Issues related to student activities included:
- Student Assembly not allocating funds properly
  - Silvia Radulescu- Student organizations need to follow the Funding Codes. Apply on time. That will solve most of the problem.
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■ Creation of clubs needs to be harder. There seem to be a lot of “resume-building clubs” on-campus that lack passionate members.
○ Issues related to the Career Center included:
  ■ Significant focus on Economics and Government majors,
    ● Not much assistance for student in other majors.
○ Issues related to food services included:
  ■ Bring back gluten-containing desserts at McEwen (instead of just gluten-free options)!
  ■ Flies and mice in Commons
  ■ Not enough silverware
○ Issues related to technology included:
  ■ LITS potentially getting rid of Adobe software?
    ● Chris Lee- Not aware of this. Will inquire.
  ■ Printers breaking and no printers in dorms
  ■ Seniors can’t be tutored at the QSR Center?
    ● Phoebe Greenwald- I go frequently and the services offered are extremely helpful.
    ● Ellie Ducommun- The issue might be that if that if you are in a 500-level math class, as opposed to an intro level course, for example, it’s harder to find a tutor to help you.
○ Issues related to housing included:
  ■ Mice in residence halls
  ■ Not enough living options for Seniors,
  ■ Sometimes, students get poor lottery numbers all three years
  ■ Laundry machine repairs needed (especially urgent in South and Bundy West)
○ Other student suggestions:
  ■ Convert List Art Center to additional student study space
    ● Expand what’s available in KJ. Usually everything’s taken.
  ■ More student-led technology training sessions (i.e. Photoshop 101)
  ■ New options/specials at the Diner!
    ● Silvia Radulescu: Wings!
  ■ Improve PrintX. At others schools, students can “print to the cloud” and scan their IDs at any printer on-campus to retrieve their documents. Print wherever they swipe.
○ Kureem Nugent- Will send specific comments to the appropriate committees. Will allow follow-up with the appropriate departments.
○ Ilana Schwartz- To clear up a misconception about the Career Center, they do have many of resources for a variety of majors.
  ■ Elizabeth Ughetta- The Career Center acknowledges limitations. They working on them.
Ryan McAlonan- The issue is more of a numbers game. There are just more Economics and Government majors who have graduated from Hamilton, so it may seem like that is what the Career Center is geared towards. More resources available in those fields.

- Also want to address course restrictions, allocation of funds, dining, more specific housing questionnaire, etc.

Maggie Horne- Need more specifics about how students like to live on the freshman housing questionnaire. For example, instead of asking about what you are like as a person, there should be more questions about preferred room temperature, or if you are a heavy sleeper or a light sleeper, etc.

Zach Oscar- Those questions were there for sophomores, but maybe it isn’t as clear anymore.

- When I give tours, I talk about how great the form is.
- Phoebe Greenwald- (Agrees with Maggie Horne) Need for more specific questions.
- Zach Oscar- Many students don’t pay much attention when they fill out the form before freshman year. Student need to be more careful too.
- Maggie Horne- They need more options on the form. There were only 3 options under how you go to bed (“early to rise and early to bed,” “late night person,” etc.). It needs to be less ambiguous and more specific

- Thank you Isabel Greider and Kureem Nugent!
- Andrew Fischer- Lots of little suggestions to follow-up on. Committees should do research on specific comments once they receive them and report back.

Chris Lee - Hamilton Mobile App

- To Student Assembly members- if you didn’t get an email inviting you to test the app, see Chris Lee.
- To Android users- If there are issues installing it, also talk to Chris Lee.
- Provide comments via the “Feedback” section on the app or via email
- The iPhone version of the app has a few more issues than the Android version, but LITS Committee is aware and looking into it.
- Android has some issues too.
- Wanted Student Assembly members to start testing it to iron-out the quirks

Noelle Niznik- Look out for an email tomorrow to Student Organizations Leaders

- Trans* Training
  - How to be more inclusive of trans* students
- 7:00-8:30 p.m. tomorrow in the Red Pit
- Support and come out!
- Can either RSVP or just show up.
- Anyone can come, not just student organization leaders! The more the merrier!
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○ The hope is to have more meetings/training sessions during the Spring Semester.

5. **Funding**

Rollbacks: NY Times ($219.80), Fine Dining ($200), Spanish Club ($13.78), CSA ($102.81), Culinary Society ($63), Kite Club ($127)

● Alex Hollister- We will begin another round of funding next week, so turn in all proposals by Saturday at noon!
  ○ We have about $860 in the account, so it will be hard to divvy up the funds amongst the 15 pending proposals we have
  ○ Continue to rollback any funds you have not used for events!

6. **Announcements**

● Silvia Radulescu- Student Assembly President/Vice President Elections will be the weekend before finals in December!
  ○ There will be an elections meeting two weeks before finals. Campaigning will take place the week before finals.
  ○ Andrew Fischer- Check the constitution for requirements and Executive Committee position descriptions.
  ○ Phoebe Greenwald- How many meetings does someone have to attend to be eligible to run for President? Is it a 2-meeting requirement?
    ■ Andrew Fischer- 8 meetings.
  ○ Andrew Fischer- President has to be the same for entire term (both semesters). The Vice President may change halfway through if someone is going abroad.