



Bhargava Motupalli *Campus Chair Report*

February 2022

Council of Commonwealth Student Governments



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Council Booklet

The attached council booklet will serve as your guide for the weekend with itinerary, locations, agendas, speakers, etc. Notice how there are some notes on some of the sessions; President's session is only for Presidents and Vice Presidents that sit on council. No other individuals are allowed unless they are proxies who have been approved by me 24 hours prior.

**Note from our CFB Chair, David Miller: "I would like to invite any individual who is interested in learning more about the Commonwealth Fee Board and our role in the Student Initiated Fee Funds across the Commonwealth to join us at our second meeting of the academic year this Friday at 4 PM either online through Zoom or in-person!"*

Dress Code & Overnight Stay

The dress code for council weekend is two parts. Friday's dress code will be business casual (khakis, slacks, black pants, dress shoes, polos, collared shirts). Saturday's dress code will be business formal (slacks, dress pants, black pants, skirts, dresses, blazers, suits). Sneakers, ripped jeans, leggings, hoodies, sweatpants, and flip flops are NOT considered professional wear. We will be following a strict dress code policy as we are a professional organization and are held to the highest standards.

You all will be also arriving Friday evening (prior to 6:45 PM or prior to 4:00 PM if you are on CFB) and leaving Saturday evening meaning you will be staying overnight so please make sure to pack accordingly to stay the night and prepare for the rest of council the next day. Also, plan to arrive earlier than the start time to allow yourselves and your campus to check into your hotel rooms.

Location

This council will be hosted at University Park (UP). At the end of the campus booklet, there is a map of UP so that you may find the HUB. All Council Session will be held in the HUB with committee sessions held in Osmond Building next to the HUB.

Parking will be available at the HUB Parking Deck (which can be found on the map at the end of the booklet). Parking fees are NOT paid for by CCSG. I know some campuses tend to reimburse drivers for travel fees but that is up to individual campuses to decide. To help with parking, there is a [ParkMobile Parking App](#) that can help your drivers navigate to where parking is and payments.

Other Info, Tips and Advice for Council

- CCSG Council weekends are closed to the immediate Penn State community (students, staff, and faculty) and outside members may only attend if invited by the President or myself. As the Parliamentarian (and by default, the

Sergeant-at-Arms), I have the authority to remove individuals from the session or council in entirety, if deemed necessary.

- Dinner will not be provided Friday night. Breakfast and coffee will be provided for the Presidents and Vice Presidents during the Saturday morning President's session. I would recommend your delegation to plan to get breakfast or utilize the complimentary breakfast offered by your hotel (if the hotel offers). Lunch will be provided by CCSG on Saturday and there will be different options to accommodate diets.
- General Things to know for General Council Sessions
 - Please make sure to have all your delegation seated in the gallery of the council room prior to when I call the session to order. Only council members or proxies approved by me are allowed to sit at the council tables.
 - Only council members seated are allowed to speak unless someone in the gallery is yielded the floor by a council member. **ONLY** a council member may make a motion. *Please follow Roberts Rules!*
 - As Campus Chair, I Chair council sessions.
 - Roll Call: Our Executive Secretary will call your campus and someone (either council member from that campus) will say (Campus name and how many people are present)
 - As President and Vice President, you are the only people permitted to vote on Council for your campus. If you cannot attend council but are sending someone else in your place, I must have the Proxy names 24 hours before council. (This does not consider extenuating circumstances which will be evaluated by me.) If you do not send me the proxy names and someone randomly appears saying they are the treasurer sitting in for you, I have the right not to let them. Please respect council rules and communicate you may not be present.
 - If you would like to speak you must raise your hand. I will call on the first hand raised, that I see.
 - I will state the following “The Chair Yields the Floor to the council member from (Campus).
 - **AFTER** you finish speaking you **MUST** yield the floor back to me. All you say is “I yield the floor back to the Chair.”
 - As Parliamentarian, I must prioritize speakers who have not said anything and will not call on someone repeatedly right away.

- If you do not understand what the procedure is or what is happening that concerns the CURRENT matter, please interrupt me, and say “Point of inquiry or Point of Parliamentary inquiry Mr. Chairman”
 - Point of inquiry is for general questions
 - All motions must have a second except for "Call to question".
 - I will announce what quorum is for passing motions at the beginning of each council session, so everyone is aware.
 - CIVIL debate is encouraged, and the only form of debate tolerated.
 - Please be open minded to your colleagues and ask questions as frequently as you can.
- All the information listed above for General Council Session will be adopted to committee sessions although may be relaxed to allow a freer discussion to move along ideas and thoughts. Robert's Rules must be used to pass official changes or adoption of resolution in the committee, however.
 - The attached document titled “Adopted Parliamentary Procedure” is some motions that can be used; however, **I want to make clear that I may or may not recognize or use all these motions as we are Student Government and I do not want to hinder the understanding of those in the gallery or even some councilmembers.** With that being said, if you have any questions during General Session or any other session, please feel free to text me. *This will only be for council members.*
 - Bring a refillable water bottle and extra cash/money for personal expenses.
 - Keep your expectations wide and be open to anything this weekend! There are so many opportunities and connections you will make at CCSG and its important to make the most of it. Remember, everything you put in is what you get out.
 - Make sure to have enough liaisons or plan to have more liaisons for the future. As a former council member, if there is one piece of advice, I can give you to relieve stress for the weekend, it is to appoint and communicate with your liaisons, so it is easier to make decisions.

CCSG Pertinent Information for February 2022

Below are information updates that pertain to all of you and the CWCs so please read thoroughly:

Newly Hired Vice President for Commonwealth Campuses and Executive Chancellor

After an extensive process in which our former Vice President Hibah Akbar partook, it is my pleasure to announce the new Vice President for Commonwealth Campuses and Executive Chancellor: Dr. Kelly Austin.

Dr. Kelly Austin has been invited to speak at our Saturday Morning General Council. Please refer to the booklet for bio and session subject. I would highly advise using this opportunity to get answers to any of your questions about the current or future affairs of the Commonwealth.

COVID Compliance Information for Spring 2022

A note from Dan Murphy (Commonwealth Campus Support, Director; CCSG, Advisor):

"[S]tudents required to test this spring received an email last week [of January 3rd] informing them of their requirement to test this semester. Then, today, they should have received their first "you are required to test this week" email. In both emails they were informed that failure to test by next Monday would result in losing access to Canvas.

The warning was sent last week as a heads up. Each student will get ONE grace period – that is one week in which they can get access to Canvas restored without testing. They can only do this by contacting the COVID Call Center. But, once used... the only way a student will be able to regain access to Canvas later in the semester is comply with the testing requirement OR upload proof of vaccination.

The students required to test are those that 1.) have not uploaded proof of vaccination to MyUHS or 2.) have tested positive for COVID in the past 90 days."

To add, I was made aware that once the student is considered compliant, Canvas access should return within 4 hours so this would be 4 hours after testing regardless of when results return. If there are any questions about COVID Compliance policy, please bring them to Friday night's President's Session and General Council to be asked. If there are any specific cases, it is advised to work with your DSA as every campus is enforcing a campus respective procedure.

Hotels

I advise you to plan further and reserve hotels early for your delegations for the March and April CCSGs. Many hotels are being booked up with no availabilities quickly (especially in March). Even I had trouble a month ago finding available reservations for this Spring semester CCSGs. As a reminder, here are the dates of the March and April Council:

- March Council: March 18-19, 2022
- April Council: April 8-9, 2022

CCSG Positional Changes

As we move into the Spring semester of the 2021-2022 academic year, I would like to announce some positional changes within CCSG.

First and foremost, I would like to announce our new Vice President Noelle Schneider. Noelle Schneider was formerly our Chief of Staff and was approved by Council on December 17, 2021, at 12:30 PM. The Councilor will have her Vice President's Message.

I would like to announce our new Chief of Staff Janice Manzano. Janice was formerly our Programming Director and was appointed by President Viramgama on January 10, 2022. The Councilor will have her Chief of Staff's Message.

I would like to announce our new Executive Liaison Noah Schiro. Noah was formerly the Vice President of the Harrisburg, The Capitol College SGA. Noah transferred to University Park and has taken an open position on our board because he wanted to continue to work with and for the Commonwealth Campuses.

Our Special Projects Chair Aimee Hill will be simultaneously filling the Programming Director position while fulfilling her current responsibilities as the Special Projects Chair.

Please reach out to any of these individuals to congratulate and talk about their plans for the rest of these semester. Contact information can be found on the CCSG website. Congratulations you all!

February Council Room Changes

It is important to note that committee sessions will not be held in the HUB like the last two council weekends. Committee session will be held in Osmond Building. Please pay attention to the Council Booklet for rooms and timings. Our wonderful Central Staffers will help you and your delegation get to the right rooms for committee session and please ask anyone wearing a central staff shirt for assistance.

Sustainability Summit

Spring semester signals for our CCSG annual summits and the first one is our Sustainability Summit. Our Special Projects Chair, Aimee Hill, has been working hard to bring a wonderful experience for all of you surrounding Penn State Sustainability efforts across the Commonwealth. This year's theme is "Green with Envy." We look forward to seeing you all participate in the summit.

Elections

Along with the annual summits, February council marks the beginning to our CCSG Election Cycle. Below is the timeline for the Election Cycle:

- February Council
 - Friday General Council: Announcement of Election Chair Appointment
 - Friday General Council: Approval of Elections Commission Membership
 - Saturday Afternoon General Council: Candidate Nominations
- March Council
 - Friday CFB Meeting: CFB Chair Selection
 - Friday General Council: Campus Chair Debate & Elections

- Friday Afternoon General Council: President-Vice Presidential Debate & Elections
- April Council
 - CCSG Banquet: Swear-In Ceremony

**Note: CFB Chair Process is not in the purview of CCSG so any questions must be addressed to the CFB Elections Chair. If interested in CFB Chair position, please reach out to our current CFB Chair David Miller so that he may direct you to the CFB Elections Chair.*

February Council Elections Information

During the Friday General Council, President Viramgama will announce the Elections Commission Chair. Following the formal announcement, the Chair will take the floor to discuss information of this election cycle. At the end, the Chair will bring forth a Resolution with the proposed membership of the Commission to be approved by Council. Approval will require a 2/3 majority vote.

Following this approval, the Elections Commission will meet to set Election Guidelines and will approve and publish these Guidelines prior to the Saturday Afternoon General Session. Note, this is a closed meeting and if you see them meeting, you are **NOT** allowed to enter.

During the Saturday Afternoon General Council, during New Business and after the Resolutions, the Elections Chair will be yielded the floor to conduct and receive Candidate Nominations.

**Note: Although all information here has been discussed with the Election Chair and is typically how the Election Cycle is conducted, it is entirely up to the Elections Commission to change the procedure with the final approval of the Elections Commission's CCSG Advisor*

Candidates Nominations will be taken in the following order:

1. CFB Chair
2. CCSG Campus Chair
3. CCSG President-Vice President

The CFB Chair and CCSG Campus Chair tickets are single person while the CCSG President-Vice President tickets are joint tickets meaning two people must run together. President-Vice President candidates and CFB Chair Candidates must be attending University Park during the term in which they are elected for. CCSG Campus Chair must be attending a Commonwealth Campus during the term in which they are elected for. All other candidate requirements will be released by the Elections Commission.

The phrases below **MUST** be used to make nominations during the Nominations Period:

- CFB Chair
 - *“I (name) declare my intent to run for the position of Chair of the Commonwealth Fee Board for the 2022-2023 academic year.”*
 - OR*
 - *“I nominate (name) to run for the position of Chair of the Commonwealth Fee Board for the 2022-2023 academic year.”*
- CCSG Campus Chair

- *“I (name) declare my intent to run for the position of Campus Chair of the Council of Commonwealth Student Governments for the 2022-2023 academic year.”*

OR

- *“I nominate (name) to run for the position of Campus Chair of the Council of Commonwealth Student Governments for the 2022-2023 academic year.”*
- CCSG President-Vice President
 - *“We, (name) and (name) declare our intent to run of the positions of President and Vice-President of the Council of Commonwealth Student Governments for the 2022-2023 academic year.”*

OR

- *“I nominate (name) and (name) to run of the positions of President and Vice-President of the Council of Commonwealth Student Governments for the 2022-2023 academic year.”*

All nominations require a second to be accepted by the Election Chair, even if it is a self-nomination.

Following nominations, the Election Chair will announce the next steps before yielding the floor back to me.

**Note: Although all information here has been discussed with the Election Chair and is typically how the Election Cycle is conducted, it is entirely up to the Elections Commission to change the procedure with the final approval of the Elections Commission’s CCSG Advisor*

*I want to make sure this is clear: I **WILL NOT** be giving information about Election Procedure or Code. That is solely the responsibility of the Elections Chair and their Commission. My position is to serve as council to CCSG on matters of the CWC and serve as a direct advisor to the councilmembers. All questions must be addressed to the Election Chair and only the Election Chair.*

Closing

I am extremely excited to kickstart the 2022 CCSG with this February Council and cannot wait to see all of you and catch up. Keep in mind COVID protocols, stay masked-up and stay safe. If you are a councilmember and not able to make it due to COVID, work with me to set up a proxy. There are Zoom links in the booklet to utilize in case you or any members of your delegation are not able to make it. Make sure to review the resolutions attached in the email and posted in Teams. See you all Friday!