

**Services and Activities Fee Committee  
Minutes  
October 20, 2010**

**Meeting called to order:** Jack Baker called the meeting to order at 5:34 p.m. and attendance was taken.

**Agenda:** Approved as presented.

**Attendance:**

Student Members: Chris Goehner, Megan Hammond, Michael McKinley, Brad Nelson, James Rae, Ian White, and Michael Wittenbrink.

Professors and Professional Staff: Jack Baker, John Bowen, Ed Day, Kay Kenison, Scott Robinson, and Emily Spoor

Absent: Wendy Williams

**Approval of Minutes:**

Approval of the minutes from October 13, 2010: Megan Hammond moved to approve the minutes as submitted. Michael McKinley seconded. Motion carried.

**Selection of the Chair:** Michael McKinley volunteered to be Chair of the S&A Committee. All in favor.

Selection of the Vice Chair: Megan Hammond volunteered to be Vice Chair of the S&A Committee. All in favor.

**Supplemental or Base Funding Requests - Presentations:**

**Annual Meeting of the Western Regional Honors Counsel – Matthew Altman:** The supplemental request is for \$15,450 for the Western Regional Honors Council held from March 31- April 2, 2011 in Park City, Utah. The plan is to send 15 students and 3 faculty members to the conference. The students and faculty must submit proposals for presentations and those selected develop their presentations and deliver to an audience of other honors students and faculty. In the past Douglas Honors College was able to fund the trip, but with the restrictions on Ledger I funds, they can no longer fund students or faculty travel out of state. If S&A does not help, students will not be able to attend this conference this year. The expenses to send 15 students including airfare, food, lodging, registration and travel to and from are approximately \$15,450. He would also like the committee to consider help funding the chaperones at \$1,325 each. He has made every effort to keep the costs down and will considering fund raising especially for faculty/chaperones. They currently do not have a representative for Academic Senate. The question of driving vs. flying was proposed and he did not have the figures, but it probably would be a comparable with the added costs for driving. The proposal will be voted on at the next S&A meeting.

**CWU Intercollegiate Ethics Bowl – Matthew Altman:** The amount in supplemental funding is \$550.00 for the regional tournament of the Intercollegiate Ethics Bowl to be held in Redmond, Washington, on November 13, 2010. By participating, the students develop leadership abilities, because each member is responsible for taking the lead in researching and formulating arguments for specific cases. There will be three teams from CWU and the top 2 teams from the regional

tournament will move on to the national competition. Last year one of the teams went on to the national tournament in March 2010. The funding request is for travel and registration only because it is in state. There are a variety of departments from CWU represented--Philosophy, English, Law & Justice, Business, etc. Since the event is next month, it was decided to vote at tonight's meeting and the funds will come from the supplemental flex budget.

**MOTION: Chris Goehner made a motion to fund \$550.00 in supplemental (flex) funding for students to attend the Intercollegiate Ethic Bowl in Redmond, Washington, on November 13, 2010. Michael Wittenbrink seconded. Motion carried**

Cross-Cultural Leadership Program – Sacha Haia: The Cross-Cultural Leadership Program (CCLP) is requesting \$10,000 for a trip to El Salvador on March 19-26, 2011. There are 15 students from various majors participating. The group is not a club and receives no funding. This is a committed group of students whose members are nominated by programs like STAR, Diversity, TRIO, Disability Services, Douglas Honors, and/or professors. A student is never rejected, but they need to understand that it is a year-long commitment. During the El Salvador trip, 15 students will help finish construction of a new classroom, distribute stoves to rural families, and maintains the partnership with the El Salvador North American Village Network that was created 2 years ago, and also learn by exploring global perspectives of leadership and service learning. Two years ago CCLP program went to the same area in El Salvador. Last year, the group went to Seattle and toured several museums of different cultures and the international market. CCPL has not explored other alternatives. This will be voted on at the next meeting.

Supplemental or Base funding requests to be voted on:

Black Student Union – Step Show: The supplemental request is for \$6,500 out of the total cost \$8,482.22 w/o lodging. The BSC is planning the Step Show, Concert and Dance Party and workshops on Ellensburg campus and Yakima Valley Community College is planned for November 5 and 6, 2010.

**MOTION: Chris Goehner made a motion to fund \$3,000.00 in supplemental (flex) funding to help the Black Student Union with the event planned for November 5 and 6, 2010. Michael McKinley seconded. Motion carried.**

### **Other Business:**

- Training regarding policy and procedures for S&A: Jack Baker reviewed the S&A guidelines pointing out several items.
  - 24-hour advance notice and it was suggested to use Central Today as another avenue for notification.
  - No proxy voting
  - Reviewed the policy on excused absences
  - Advising body to the Board of Trustees
  - The providers have annual reports due December 1.
  - Supplemental Funding process
  
- Open Meeting Act – the Washington State RCW Chapter 42.30 Open public meetings act was given to S&A committee members for their review.

- Guidelines for Permissible Use of Service and Activity Fees (February 8, 2010) was handed out to the committee.
- Music Department Requests: There are several requests the music department will be bringing forth to the S&A Committee and would like to know the best way to present their proposals. It was discussed about additional base funding or a new category for the music department-which would provide more flexibility. It was suggested to bring all the requests/presentations on the same evening for each separate departmental request.
- Academic Advising funds transfer request: Jack Baker shared that Academic Advising has a Westside counselor and they are paid from Margaret Badgley's off campus budget. Advising was wondering if these funds could be in their budget because they supervisor this position. Jack Baker will check on the specifics of the funding.
- S&A supplemental funds forecast for 2010 was discussed. It was suggested that \$300,000 in supplemental funds be the target amount. There are several factors that could affect this fund, like state payroll, insurance, etc. The S&A fee did not increase last year, so there may be less of a carry forward to the next year. As long as things stay the same, the current funding will cover.

Motion: Chris Goehner made a motion for \$500,000 in supplemental fund for the 2010-2011 academic year. Ian White seconded. Discussion followed with Brad Nelson suggesting it be changed to \$400,000 in supplemental funding. Friendly amendment was not accepted. Vote on the original motion. Vote: For 3; Against 3; 0 abstentions - Motion failed.

Motion: Megan Hammond made a motion for \$400,000 in supplemental funds for the 2010-2011 academic year. Michael McKinley seconded. Discussion followed. Vote: 3 For; 3 Against; 0 abstentions - Motion failed.

**Schedule of Next Meeting: October 27, 2010.**

**Adjourned:** The meeting adjourned at 7:45 p.m.