

**Services and Activities Fee Committee  
Minutes  
November 3, 2010**

**Meeting called to order:** Michael McKinley, Chair, called the meeting to order at 5:32 p.m. and attendance was taken.

**Agenda:** Chris Goehner made a motion to move “Set Supplemental Funding level” to before the “Supplemental or base funding requests to be voted on.” Ian White seconded. Motion carried. Jackie Johnson will not be presenting tonight.

**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, Emily Spoor, and Wendy Williams.

**Approval of Minutes:**

Approval of the minutes from October 27, 2010: Chris Goehner moved to approve the minutes as submitted. Ian White seconded. Motion carried.

**Public Comment:** Steve Ross from ASCWU BOD VP for Student Life and Facilities and Chef Kevin came to S&A regarding the Top Chef Event. The funding request was reduced to \$2,373.50. Dining services will be providing the food and all the chefs will be creating tasting food for the participants. They will be showing the students how important it is to network with others and how in business you are required to “sell yourself.” They are available if other questions arise during the discussion.

**Group Picture:** Emily Spoor wanted a picture of the S&A Committee for some promotional items she has planned.

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

**Graduate Student Travel to NWABA Conference in Spokane – Wendy Williams:** The original request was for \$1,000.00 for 10 students to go to the Northwest Applied Behavior Analysis Conference in Spokane, Washington, October 8-9, 2010. The request has been reduced to \$334.26 because only 2 students were able to attend. This request was submitted early but S&A did not start meeting until after the conference on October 13 and there was also a delay in processing. The request pays for hotel, membership/registration and gas/parking. A question on the membership fee paid for the students and there will be clarification at the next meeting.

**Setting Supplemental Funding Level:**

**MOTION: Chris Goehner made a motion to set the supplemental funding level at \$500,000.00 for 2010-2011. Ian White seconded. 3 yes, 2 no, 1 abstention. Motion carried.**

Discussion: Ed Day sent his recommendation of setting supplemental funding level at \$300,000.00 and suggested not going over \$400,000.00. Several agreed with Ed’s recommendation and the

funding can be increased at any time if needed. These are the fees for this year's students and should be spent this year; even if enrollment drops and tuition increases in the future, there will still be a carry forward. Steve Waldeck, advisor to ASCWU BOD, supported this amount of funding. The committee should continue to look at each event individually and be frugal with the student funds.

AMENDED MOTION: Brad Nelson made an amended motion to set the supplemental funding level at \$400,000.00. Michael Wittenbrink seconded. 3 yes, 3 no, 0 abstentions – tie broke by Chair Michael McKinley- NO– Motion failed.

**Supplemental or Base funding requests to be voted on:**

Top Chef Event – Business Networking Club – Whitney Hahn: The revised supplemental request is for \$2,373.50 for the Business Networking Club to host the Top Chef Event on Tuesday, November 16, 2010.

MOTION: Megan Hammond made a motion to fund \$2,300.00 for the Business Networking Club to host the Top Chef Event on Tuesday, November 16, 2010. Brad Nelson seconded.

Discussion: There were concerns about the amount for publicizing the event and the amount listed for dinner/entertainment, but it is ultimately up to the organizers of the event how to spend the allocated funds.

**AMENDED MOTION: Chris Goehner made an amended motion for \$1,800 in supplemental (flex) funding for the Top Chef Event on Tuesday, November 16, 2010. Ian Miller seconded. All in favor. Motion carried.**

**Open Discussion:**

Meeting Time: There is concern about the meeting time and student's schedules.

MOTION: Michael Wittenbrink made a motion to change the meeting time to 5:40 P.M. Ian White seconded. Discussions: Students should be aware of the meeting time and schedule next quarter's classes around the current meeting time.

**MOTION: Chris Goehner made a motion to table the discussion and vote until the last week of the quarter. Ian Miller seconded. 6 yes, 0 no, 0 abstentions. Motion carried.**

Transfer of Salary Savings: Jack Baker would like to move the money saved from the unfilled position of Student Funds Financial Manager to the "flex" budget to better serve those who need funds before the scheduled Board of Trustee meetings.

**MOTION: Chris Goehner made a motion to transfer from salary savings from the Student Funds Financial Manager position to the "flex" budget. Megan Hammond seconded. All in favor. Motion carried.**

Funding of Food: Discussion: Each request should be decided on a case by case basis. If funding of food was placed in policy, the committee would be encumbered to adhere to the policy and would be seen as micromanaging each requests. If it was spelled out in the guidelines, it could take over a

year before the change could go into effect. It was decided to stay flexible and decide on each proposal.

Funding of Faculty: Discussion: Funding faculty is allowed under S&A. Like funding food, we need to remain flexible and decide on a case by case basis, but also need to be aware faculty does receive some funding from other sources, so there should be questions to faculty regarding outside funding, but keep safety of our students in mind as decisions are made regarding funding of faculty.

**Other Business:**

Emily Spoor is on the radio weekly, looking at changes to the website, adding publicity, and is on the social networking sites. She is planning to set up a booth in the SURC regarding S&A. She receives questions from students regarding S&A and presenting their proposals. She encourages them to come to a meeting and to see the process. She also reminds them to be very careful in their preparation of their request making sure all items are correct especially the budget amounts. Jack Baker is a good resource. Students are encouraged to bring back to the campus and S&A, an action plan on what they have learned and how it has affected them.

Next Wednesday is the day before the Veteran's Day holiday; there are no supplemental requests for next week; and the supplemental request by Wendy Williams can be postponed to following week. It was decided to cancel the meeting on Wednesday, November 10.

**Schedule of Next Meeting: November 17, 2010.**

**Adjourned:** The meeting adjourned at 7:00 p.m.