

**Services and Activities Fee Committee
Minutes
April 13, 2011**

Meeting called to order: Megan Hammond, Chair, called the meeting to order at 5:31 p.m.

Agenda: Agenda approved as changed.

Attendance:

Student Members: Megan Hammond, Brad Nelson, James Rae, Ivana Trottman, Ian White , and Michael Wittenbrink.

Professors and Professional Staff: Jack Baker, Ed Day, Kay Kenison, Scott Robinson, Emily Spoor, and Wendy Williams.

Absent: John Bowen

Approval of Minutes:

Approval of the minutes from April 6, 2011: Brad Nelson moved to approve the minutes as submitted. Michael Wittenbrink seconded. Motion carried.

Public Comment: none

Update Report: None

Supplemental or Base Funding Requests - Presentations: None

Supplemental or Base funding requests to be voted on:

Student Dispute Resolution Services – Base Request—Carolyn Thurston: The base funding request is for \$24,618.00. A student “Ombudsperson” would be established and would coordinate the Peer Mediation Program. This would add 1.5-month position for Carolyn Thurston who is currently is a 10.5-month position and also her assistant from 10.5-month position to 11.5-month position.

MOTION: James Rae made a motion to take this proposal for 1 week. Michael Wittenbrink seconded. Motion carried.

Men’s Rugby Collegiate Premiere Division– Patrick Farrell: The 27-member Men’s Rugby Club is requesting \$45,220.00 to travel to away games at University of California-Berkley CA; University of California Polytechnic School-San Luisbo CA; St. Mary’s University-Moraga CA; and San Diego State University, San Diego CA during March 2012 through May 2012 to play at the highest level and promote CWU. Last year Men’s Rugby was funded \$35,000.00 a one-time funding request. There has been a lack of sponsors to make the Collegiate Premier Division self supporting this year. They may wish to look for stable funding. In the discussion of the budget ramifications of this large amount of supplemental funding, it was decided to wait until next week to vote.

MOTION: Brad made a motion to table the discussion and vote until next week. Ian White seconded. Motion carried.

Other Business:

S&A Fee Discussion: Ed Day started with history of tuition increases and the budget being originally based on a 7% increase and then the budget crisis hit and the committee deciding on a 0% increase. As we look at the budget for the year, hard choices need to be made, especially in light of the administration's possible imposing of an assessed fee which could affect S&A by \$600,000 to 700,000 and the possibility of the State severely cutting the State budget. The options could be to raise the S&A fee, reduce services or a combination of these or cut supplemental funding. As part of the discussion how would a 12% cut affect S&A providers and how they may consider these cuts to their budgets? At this point there is no concrete information available to make any decisions. As we discussed raising the S&A fee Ed suggested as a discussion point: 1% increase would increase by about \$55,000, 7% to \$400,000. Jack Baker was asked to email the S&A providers to see how a 12% cut in their S&A budget would affect them and how they would decide on the cuts to their funding. This discussion will be continued at the next meeting.

S&A Policy changes:

Discussion concerning several changes proposed to the S&A Guidelines:

- I.A.3. Change to executive vice president of BOD chairing the Committee-concern that the BOD will not have a voice on the committee
- I.A.2. Changes to the committee membership and the criteria suggested for student appointments which could cause difficulty filling positions on the committee is a concern and possibly changing the wording so it is not so limiting. "A concerted effort will be made to appoint students using the following criteria: . . ."
- IV.D. Supplemental S&A Fee Allocation Process: Discussion regarding this year's utilization of the flex budget. It was suggested to limit the flex budget to requests under \$3,000 and supplemental budget requests need to be before the S&A Committee 90 days before event and requests over \$3,000 go to the Board of Trustees for final approval realizing the advance in timing to be placed on the BOT agenda.

This past year, several proposals have not been well thought out, inaccurate budgets, and brought before the committee last minute requiring use of the flex budget that has been over-utilized this year. No decisions have been made and will be further discussed at the next meeting.

- Emily Spoor: An email "blasting" would be sent to student's email with a survey attached and the hope that it would be voluntarily completed. The subject line: Student Fees. It was suggested that information on S&A providers, and list of services could be shared so the students could understand what the S&A fee covers.

Schedule of Next Meeting: April 20, 2011.

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