

**Services and Activities Fee Committee  
Minutes  
November 20, 2013**

**Called to order:**

Jacob Wittman, Chair, called the meeting to order at 5:46 p.m.

**Attendance:**

Professor John Bowen, Joseph Bryant, JD Charest, Professor Sarah Feeney, Myles Glover, Sharon Jonassen, Kay Kenison, Robert Lane, Robert Moser, Professor Todd Shiver, Ashley Stubbs, Derek Whittom, and Jacob Wittman. Excused: Connie Williams

**Agenda:**

**MOTION: Robert Moser made a motion to approve the agenda as presented. JD Charest seconded. Motion carried.**

**Approval of Minutes:**

**MOTION: John Bowen made a motion to approve the minutes of November 13, 2013, as presented. Myles Glover seconded. Motion carried.**

**Reports:**

Jacob Wittman – Jacob Wittman was asked by the BOD to poll the students regarding the faculty development day and if it is was beneficial. The S&A students felt it was not helpful to be in the middle of the week in the middle of the quarter. Several did not use it as a study day, but a day to sleep in and rest from school. It would have been more helpful at the end of the quarter or as a travel day near a holiday or break. Return of “Dead” day or a day near the end of the quarter would be more beneficial. Even though it provided a break from classes, several classes were scheduled for this day. There was a problem with science labs usually scheduled for Wednesday that either had to be made up or students had to find ways to work on their science projects even though there were no classes. Science classes and ROTC seemed to be the most affected by the faculty development day.

Sharon Jonassen – The Budget and Finance Committee meet Tuesday and the supplemental requests submitted were approved.

Joey Bryant – no report

**Public Comment:** Richard DeShields asked the S&A faculty if the letters provided were suitable for their S&A service commitment.

Ashley Stubbs announced an interactive banquet on December 4, Oxfam Hunger Banquet for 2013 in Sue Dining Hall starting at 7:00 p.m. Tickets for students are free and \$5.00 for others or bring non-perishable food items. Contact Ashley Stubbs if you had questions.

**Supplemental Funding Requests:**

#1404 RAD Women’s Basic Physical Defense Program:

Sharon Jonassen prefaced the presentation that although this is a valid use of funds, the request does not fit our normal supplemental requests or base funding requests because it is over three years, with the most funding being requested for the first year for start-up costs. The current S&A forms are not setup for the request being presented giving the need to be flexible with the forms. She emphasized the committee can look at the request as a whole, fund just the first year and request the presenter to complete a base funding request or future supplemental requests, or they can choose to come up with their own solution.

Officer Jason Berthon-Koch presented the supplemental request #1404 for the RAD Women's Basic Physical Defense Program to offer the class to the general student population. Currently the course is being offered as a PE credit and is very hard to participate because of the demand. The CWU Police want to expand the program and to do this it will require new equipment and staff training. The plan is to offer the course quarterly, which will increase the number of students trained. There will be a fee for the class, but it is not know at this time what it will be, and eventually there will be tiered pricing for students, faculty and staff. These classes will not be academic classes; they will be in addition to the current PE class. The course takes 9-12 hours to complete including the simulation portion which is intense and the largest portion of expense with the purchase of new equipment. A student, who completes the course, will have the skills for a lifetime and they can return to any class no matter where they live for a refresher. Anne Phillips and Taryn Parsons said it was the most valuable class they have taken but were terrified of the simulation practice, but although it was intense, it has made them more confident of the skills they have learned.

The budget is for \$20,380 the first year, \$6,985 the second and \$4,125 the third. The expenses for the first year include certification for instructors, and equipment--aggressor suits, large equipment bags, RAD impact target and shields, cargo trailer, printing costs and advertising. During the second and third year will be for additional set up costs. The CWUPD will be matching the costs by paying for personnel time, certification fees and a program manager for the 3-year period.

The supplemental request will be considered at the next meeting on December 4, 2013.

### **Old Business:**

PRSSA wanted to report back, after they attended the National Conference on October 25-29, 2013, in Philadelphia, Pennsylvania, and thank S&A for approval of the funds to help with their trip expenses. The experience was exceptional--attending presentations and meeting individual presenters, networking, learning presentation skills and media skills. An outstanding experience--thank you!

Report back from Family Studies undergraduate and graduate students club who attended the National Council on Family Relations Annual on November 5-9, 2013 in San Antonio, Texas. There were 6 undergraduate and 6 graduate students who attended. The students were able to meet with top researchers in their field and spoke about Central and the open faculty position. On their return, they have made presentations to their classes and made posting boards with pictures of their trip. One student even used the newly acquired skills during her internship in the community.

Rugby Update – Andy Fields: There have been discussions with the Rugby Club and Athletics on whether to move Rugby to the Athletics program. They have been seeking input from students, the

Rugby Club, team captains, advisory council on how to make it work with the budget, infrastructure and logistics. The Rugby Club is allocated \$33,000 per year for national travel and Andy Fields would like S&A to continue to fund the Rugby Club's travel. According to the RCW, allocations cannot be shifted unless the proposal is brought back to the committee and supported by the S&A committee.

**MOTION: Ashley Stubbs made a motion to support the Rugby Club travel at the current allocation for this year, and decrease by 10% each year after. Myles Glover seconded. Vote was tied, Jacob Wittman voted yes. Motion carried.**

Comment: Richard DeShields was concerned about the motion regarding Rugby Club and limiting the funds for their travel because it may be a lengthy period of time before the proposed move to the Athletics program is accomplished.

**MOTION: Ashley Stubbs clarified that the motion to reduce by 10% each year in the current base funding cycle only if Rugby is moved to Athletics. Myles Glover seconded. Motion carried.**

**New Business:** none

**Other Business-Communication Received:**

Richard DeShields informed the Committee of a proposed supplemental request to help fund a student's internship to Ecuador for class credit that did not meet the criteria and was not supported by the Dean of Student Success. If the S&A Committee would like hear the proposal even though it does not meet criteria, it can certainly be brought before the Committee.

**Public Comment-second call:** none

**MOTION to Adjourned:** The meeting adjourned at 6:54 p.m.

**Schedule of Next Meeting:** The next meeting is scheduled for December 4, 2013.