

**Services and Activities Fee Committee  
Minutes  
April 9, 2014**

**Called to order:**

Jacob Wittman, Chair, called the meeting to order at 5:47 p.m.

**Attendance:**

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

**Agenda:**

**MOTION: JD Charest made a motion to move voting on Requests #1418 to next week. Ashley Stubbs seconded. Motion failed.**

**MOTION: Myles Glover made a motion to move #1418-Learning Commons Tutoring Services Supplemental Funding Request to Base Funding Request under Old Business. Robert Lane seconded. Motion carried.**

**MOTION: Robert Moser made a motion to approve the agenda as amended. Connie Williams seconded. Motion carried.**

**Approval of Minutes:**

**MOTION: Robert Lane made a motion to approve the minutes of April 2, 2014, as presented. Myles Glover seconded. Motion carried.**

**Reports:**

Joey Bryant reported the supplemental requests submitted to George Clark and the Business and Finance Committee were approved in the amount of \$22,959.

**Public Comment:** none

**New Business:** none

**Old Business:**

**Base Funding Request:**

#1418- Learning Commons Tutoring Services - \$90,125.00: The Learning Commons is seeking base funding to help provide writing and math tutoring services to an increasing number of students seeking this service. This request is in addition to the Westside tutoring already funded by S&A, and will ensure that there is sufficient money in the budget to meet the demand for tutoring services without taking advantage of developmental course fees. In the past two years, the Learning Commons has been

operating by utilizing carry-forward funds and the development course fee, which has been able to cover the needs, but the funding will no longer be available so they have been looking at many different funding options. Earlier Prairie Brown brought forward the idea of a student fee, but was asked by S&A to bring back a request for base funding. The base funding request will impact the remaining quadrennial budget cycle by adding an additional \$90,125 each year

During the discussion several members were interested in looking at alternative methods for funding including using the model of the printing costs-where you have free services to a point and then it would be self-pay. It could also use the model of the recreation center or the child care-where individuals who use the program pay for the program. There is a benefit to having to pay for the service to create more “buy-in” to the services offered. It is unrealistic to charge departments for these services. Several classes have utilized the Learning Commons for their class studies and required students to attend a session at the Learning Commons, but they discourage this practice. The Learning Commons is an important service to students and the demand is increasing and more diverse subjects are being sought.

Since the Learning Commons has moved to the Library, more students are utilizing their services. It could be their visibility and easier access. It was not known what the needs would be when they were first combined (math and writing center), but now there is a better since of the amount of utilization. They are still seeing an increase in the demand for these services and the desire for different areas of study and an increase need with on-line students. If the funding is not approved, there will be cuts made to tutoring hours; student may be turned away; the program will stay with the math and writing and not be able to meet the demands for other areas of study. The Learning Commons is still exploring ways to help fund their program at a sustainable level.

**MOTION: Ashley Stubbs made a motion to table voting on Base Funding Request #1418 Learning Commons until next week’s meeting. Myles Glover seconded. Motion carried.**  
(Prairie Brown will not be able to attend next week’s meeting.)

Base Funding Program Review – Manastash:

Katharine Whitcomb thanked the Committee for their support of Manastash for the past 15 years. Manastash, Central Washington University's student-run literary magazine, showcases creative work from the entire university student body. Manastash is housed in the English Department and has been published annually for over 40 years. Manastash provides a forum for dialogue not only between students and the academic community, but between students and alumni, prospective students, and the town of Ellensburg. The advisers and structural support for Manastash lies within the Writing Specialization program in the English Department. Associate Professor Katharine Whitcomb is the coordinator for this program.

S&A funds provide ongoing support for the editing and publishing of Manastash. The goal of Manastash is to recognize the diversity in CWU’s creative students and to celebrate the achievements of that community through a quality publication. Manastash is distributed campus-wide and to the centers and is a source of pride for a wide range of CWU students. Students can add being published in Manastash to their resumes. The publication of Manastash provides students with learn opportunities and professional skills through editing, production and layout design. The majority of the S&A funding goes to the printing costs of the publication.

**Other Business-Communication Received:** none

**Public Comment-second call:** none

**MOTION to Adjourned:** The meeting adjourned at 6:36 p.m.

**Schedule of Next Meeting:** The next meeting is scheduled for Wednesday, April 16, 2014.