

# Services and Activities Fee Committee

## Minutes

April 24, 2019

### **Called to order:**

Shelby Hamblen called the meeting to order at 5:30 pm.

### **Attendance:**

Eric Bennett, Joseph Bryant, Tonya Buchanan, Dane Gillin, Shelby Hamblen, Alex Harrington, Martin Kennedy, Lacy Lampkins, Kane Lemasters, Demetria Martinez, Kirti Patel, Gregg Schlanger, Vené Skyles, Patrick Stanton, and Brandon Wear-Grimm.

### **Agenda:**

**MOTION: Kane Lemasters made a motion to approve the agenda. Demetria Martinez seconded. Motion carried.**

### **Minutes:**

**MOTION: Kane Lemasters made a motion to approve the minutes from April 17, 2019. Alex Harrington seconded. Motion carried.**

### **Reports:**

Chair – None.

Advisors – Lacy reported that PBAC approved all of the funding requests that were submitted. We only have \$6031.46 left in our budget. A copy of a funding request received after the deadline is presented to the committee, for review just in case the committee would like to consider the request.

Discussion: Lacy will continue to bring any communications received to the committee so that they are aware of how many come in. This request is an after the fact request but the group did have some confusion on when / where to file the request. It would be beneficial to this group if we made an exception. It would be hard to hear only this one – we have set a deadline and giving the group an opportunity to present does not guarantee that they will be approved. The agenda for the rest of the year is set and full. We should stick with the deadline and not make an exception.

**Public Comment:** Brandon announced that any underclassmen that would like to assist with commencement could be paid \$150. There will be a couple of training sessions and all day on June 8 commitment.

### **Old Business:**

#### **A. Supplemental Funding Requests – Voting**

##### **i. 1953: Percussion Ensemble Regional Festival (CWU Percussion Ensemble) - \$1,118.88**

Discussion: Taking 18 people for 1100 dollars is pretty good deal. Did they ever clarify if they had a club account? They are not a recognized club this year so do not know if there are any club funds. The performance was not a requirement for the class where they worked on the music pieces.

**ii. 1954: WSAND Annual Conference (Food Science & Nutrition Club) - \$1,657.28**

Discussion: This conference allowed them to get exposure to more topics that they would not have gotten in the classroom. For the number of students that attended the amount is reasonable, club funds also used for the trip. Food was provided as a part of the registration.

**MOTION: Demetria Martinez made a motion to approve Supplemental Funding Request #1954 for \$1,658.00. Dane Gillin seconded. Motion carried (5-yea 4-nea 3-abst).**

**iii. 1955: National Conference on Undergraduate Research - \$3,914.13**

Discussion: Find it interesting that these students did not attend the conference but were requested to provide a service. They stated that this would open up avenues for future students but it is hard to see the advantage to CWU students as a whole. The equipment was bought for their own; they may have been able to borrow using campus resources. (the equipment costs were not a part of this request) The project seemed a little odd doing work for an organization that probably should have been paying for it. Sounded like they will be paying in the future. We should think about denying this request as the benefit to the student body is very limited.

**MOTION: Brandon Wear-Grimm made a motion to deny Supplemental Funding Request #1955. Kane Lemasters seconded. Motion carried with 2 abstaining.**

**B. Annual Reports**

SOURCE

Student Funds Financial Manager

Scheduling Center

Publicity Center

Sarah Spurgeon Gallery

Pep Band

SURC Engineering

SURC Custodial

SURC Accounting

**C. Services and Activities Fee Policy (CWUP 8-40-040) – revision review**

Discussion: Joey presented the policy with changes listed in red and reviewed all proposed changes with the committee. Discussion of if the policy should have a clause for disallowing funds after PBAC has approved when the event changes significantly prior to the funds being dispersed. Policy revision is not needed, the committee can propose a procedure for a future way to ‘pull-back’ recommended funding.

**MOTION: Kane Lemasters made a motion to approve the proposed changes and forward the document to ASCWU-SG and PBAC for review. Eric Bennett seconded. Motion carried.**

We will add a discussion on the procedure for ‘pulling-back’ funds to next week’s agenda.

## New Business:

### **A. Supplemental Funding Requests – Presentations**

#### **i. 1956: Women in Aviation International CWU Chapter Fall Event Publicity - \$500.00**

Club is asking for funds to pay for advertising flyers and reserving Sue Lombard for an October 5, 2019 event. The events purpose is to introduce 8-17 year old girls to the aviation industry. The clubs goal is have 100 students attend. Would like to start advertising for membership and schools in the areas to bring girls to campus in October.

Questions: What CWU students will this impact? The students in the club and any others that would like to volunteer for the event. We have 7 students in the club right now and would like to increase membership. Have you considered other areas on campus besides Sue Lombard? Yes- Sue Lombard is the only space large enough and available for October 5, 2019. How would you transport 100 school age girls from Sue Lombard to Bower's Field? We have talked about reserving buses. This is a recruiting event for the aviation department? More or less yes. Is the department willing to sponsor? Not asked yet. Do you need funds for the actual event? We plan on fundraising, still figuring out the plans. Will you charge a fee to attend? No would like it to be free. Will get sponsors (like Boeing) to provide activities for the girls that attend.

#### **ii. 1957: Music fest Northwest Young Artist Competition (CWU Trumpet Club) - \$1,100.00**

The CWU Trumpet club would like to take 5 students to the Music fest Northwest Young Artist Competition, taking place at Gonzaga University on May 13, 2019. This gives students the opportunity to perform in front of other accomplished trumpet students and professional brass players from the Pacific Northwest. They will receive feedback from Ron Babcock of Portland State University and be able to build connections with other trumpet performers. They will be competing for a cash prize and a change to perform with the Spokane Symphony as a guest soloist. Registration has already been paid – since funds are tight would very much appreciate at lease hotel and gas costs.

Questions: You have \$1400 listed as the balance for your club account, are these funds designated for something? Yes, these funds are Trumpetfest (a fall event). Other than the direct benefit for the travelling students what does CWU and the Student Body gain? We are demonstrating the CWU Music department's excellence, advertising and gaining notoriety for CWU. How with this trip help other students? Through the Trumpet Studio, the travelers will share their experience and help develop future students. How many members are in the club? 17 How were these 5 selected? They volunteered for the event no students were rejected.

#### **iii. 1958: Master Brewers Association Spring Conference (BREW club) - \$870.00**

The BREW club would like to take 13 students to the Master Brewers Association Spring Conference in Hood River, OR May 10-11, 2019. The conference hosts the most prominent members of the industry from the area and some that travel across the country to be there. There are lectures about current topics in the brewing and hops industries

and tours of local breweries. They have been fundraising and will continue, hopefully will have a balance in the club account for next year. The biggest funding priority is for the hotel costs, other expenses will be paid by the students.

Questions: You will only have 2 returning students next year – do you know of more students that are interested in your club? We continue to do outreach but students must be 21 before entering, so we have limited membership.

**Other Business: Communications Received:**

Joey noted that we do have full agendas for the rest of the year – we only have 3 more regular business meetings. We will be adding a couple of other items that the committee will need to discuss and need to plan the end of the year dinner.

**Public Comment:** Gregg noted that there will be a student Art Walk from 4-6 tomorrow – Randall, Provost Office and Dean of Student Success Office – there will be golf carts to transport from place to place.

The Student Union Advisory Board will be voting tomorrow to purchase a piece of artwork for the student union.

Salmon run is this Saturday.

Committees Event is scheduled for Tuesday April 30<sup>th</sup> 12-2 in the SURC. The new application should be available then. Any students returning to S&A please submit your applications.

**Adjournment:**

**MOTION: Dane Gillin made a motion to adjourn the meeting. Kane Lemasters seconded. Motion carried.**

Meeting adjourned at 7:12 pm.

**Schedule for Next Meeting:**

The next meeting is scheduled for Wednesday, May 1, 2019, in SURC 301 starting at 5:30 pm.