

Services and Activities Fee Committee
Minutes
October 16, 2019

Called to order:

Joseph Bryant called the meeting to order at 5:29 p.m.

Attendance:

Alejandro Alcantar, Eric Bennett, Joseph Bryant, Tonya Buchanan, Edgar Carreno, Monica Carreno, Dane Gillin, Aubrey Heim, Martin Kennedy, Lacy Lampkins, Kirti Patel, Jessica Thomas, Brandon Wear-Grimm

Excused: Alex Harrington, Gregg Schlanger

Agenda:

MOTION: Eric Bennett made a motion to approve the agenda. Jessica Thomas seconded. Motion carried.

Minutes:

MOTION: Brandon Wear-Grimm made a motion to approve the minutes of October 9th, 2019. Dane Gillin seconded. Motion carried.

Reports:

Chair – None.

Advisors – Gregory Heinselman, Dean of Student Success, introduced himself to the group and thanked everyone for volunteering to be a part of the committee.

Joseph Bryant reminded everyone that the committee would meet in SURC 135 next week and that Wildcat Films would be there to record the meeting as this would be the first meeting with funding requests.

Lacy informed the committee that there have been some proposed changes to Club Council and Student Academic Senate funding requests, but that some of the requests the committee will be seeing had gone through before these changes came about.

Public Comment:

None.

New Business:

A. Fiscal Training

- i. What are S&A Fees – they fund non-academic programs and activities

- ii. Policies and Procedures – can be found on the S&A website
- iii. Types of funding
 - a. Base Funding – every 4 years. Currently on 3rd year
 - b. Supplemental Funding – one time funding requests
- iv. Killian Outline – Outlines what committee can and cannot do

Discussion: Some things are difficult to interpret or fall into a grey area. We can work with the Assistant Attorney General in these cases. We also get a lot of food requests which historically the committee has chosen not to fund. These are allowable expenses though, so requests will continue to be sent to the committee with food included. Are other sources of funding able to fund food? Yes, but ASCWU has bylines that shy away from the funding of food. We should be consistent in the way we treat food requests. Funding some cases may set a precedent. Do we have any requests next week? Yes, these requests do have other sources of funding and have broken their requests into line items. However, it is recommended that the committee looks at the requests holistically rather than approving or denying certain line items. We should try to figure this out how we would like to treat food tonight, so we have a precedence before going into the first request.

- v. Process – discussed the different steps a funding request goes through
- vi. Updates:
 - a. New electronic form
 - b. Presentation Template – from Student Involvement
 - c. Base Funding Adjustments – discussion of where the base funding cycle is at and why departments may ask for adjustments. Also discussed the processes these requests would have to go through which makes it unlikely they will be approved before the next base funding cycle.
 - d. Light meals and Refreshments

Discussion: These expenses are included in the base funding for the S&A Committee, but it is up to the committee to decide if they will be utilized. The meeting is during dinner and we are sometimes here for a long time. Food can make hard conversations less intimidating. It might be casual for us, but it can be very intimidating for presenters coming in who are passionate about what they are here to present.

MOTION: Dane Gillin made a motion to approve the purchase of light meals and refreshments for S&A meetings. Eric Bennett seconded. Motion carried.

- vii. Breakdown of Committee Expenses – looked at overview of budget numbers

Questions: Would it be recommended to set a budget similar to last year's? We have the option to have a budget of 300,000. We would be allocating all of the funds we collect, which is what we should be doing. The intent is for fees to be collected and allocated in the same year to help current students.

MOTION: Eric Bennet made a motion to set the S&A Budget for the 2019-2020 academic year at \$300,000. Edgar Carreno seconded. Motion carried.

Old Business:

A. Elections

- i. Election of the Chair
 - a. Nominations: Alex Harrington and Brandon Wear-Grimm
 - b. Discussion: Alex's position within the Board of Trustees may add an ethical question, so it may be best to eliminate this as a concern.
 - c. By a show of hands Brandon Wear-Grimm was elected with one abstention
- ii. Election of the Vice Chair
 - a. Nominations: Alex Harrington and Edgar Carreno
 - b. Discussion: Edgar expressed his commitment to the committee and how he has helped with recruitment in the past and would like to serve the committee in this role.
 - c. By a show of hands Edgar Carreno was elected with one abstention.
- iii. Election of the Parliamentarian
 - a. Nominations: Eric Bennett
 - b. Discussion: Eric mentioned that he has been Parliamentarian for the committee for the previous two years and feels he is the best man for the job.
 - c. By a show of hands Eric Bennett was elected with two abstentions.

Other Business: Communications Received

Lacy Lampkins informed everyone that there are funding packets ready to be presented next week.

Questions: Should we talk now about how we are going to be handling food requests? Joseph Bryant recommends that the committee be consistent, whichever way they choose to go. If we need to reduce costs we should chose to fund a percent of the overall request, rather than picking and choosing line items to fund. Choosing to not fund food may cause an issue of equity. Student development should get Per Diem just like everyone else. We should approach each group somewhat blindly. Joseph Bryant says that he will remind everyone that it is established that the standard will be to approve food funding, though it is not a requirement.

Public Comment

If anyone has any specific food preferences or restrictions, please email Lacy. Eric Bennett says he looks forward to working with everyone this year. Reminder that next week's meeting is held in SURC 135.

Adjournment:

MOTION: Eric Bennett made a motion to adjourn. Tonya Buchanan seconded. Motion carried. Meeting adjourned at 6:57 p.m.

Schedule for Next Meeting:

The next meeting is scheduled for Wednesday, October 23rd, 2019, in SURC 135 starting at 5:30 p.m.