

**Services and Activities Fee Committee**  
**Minutes**  
**November 13, 2019**

**Called to order:**

Edgar Carreno called the meeting to order at 5:30 p.m.

**Attendance:**

Alejandro Alcantar, Eric Bennett, Joseph Bryant, Tonya Buchanan, Edgar Carreno, Monica Carreno, Dane Gillin, Alex Harrington, Aubrey Heim, Josh Hibbard, Lacy Lampkins, Kirti Patel, Jessica Thomas

Excused: Martin Kennedy, Gregg Schlanger, Brandon Wear-Grimm

**Agenda:**

**MOTION: Eric Bennett made a motion to approve the agenda. Dane Gillin seconded. Motion carried.**

**Minutes:**

**MOTION: Eric Bennett made a motion to approve the minutes of November 6, 2019. Alex Harrington seconded. Motion carried with one abstention.**

**Reports:**

Chair – The Sub-Committee will hopefully be meeting next week. I met with Alex earlier today. Aubrey, can you send out a DoodlePoll to help determine the best time to meet? Yes. Hopefully we can set something up by Friday.

Advisors – We will not be needing to add an extra meeting this quarter. We have 22 requests for the quarter. These will be long meetings, but will fit within our time frame. We should be able to get through all 22 requests.

Brandon has asked me to go over where we are at financially for the year. To date the requests we have gotten total \$203,000 out of our \$300,000 budget. What is pending for the rest of the quarter is about \$162,000. If all of these requests are approved, we will only have about \$100,000 left for the rest of the year.

All of the requests that we have recommended for funding thus far have been approved by PBAC.

**Public Comment:**

None.

## **Old Business:**

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

- i. #2007: American Geophysical Union Conference - \$2,994

**MOTION: Tonya Buchanan made a motion to approve Supplemental Funding Request #2007 in the amount of \$2,994. Dane Gillin seconded. Motion carried with one abstention.**

- ii. #2008: Big Band Tour of Vietnam & Thailand - \$11,910  
Discussion: This seems like a good opportunity for the students selected to go. They can display their talent on a global scale alongside professional musicians. Also, none of these students have gone on this trip in the past.

**MOTION: Dane Gillin made a motion to approve Supplemental Funding Request #2008 in the amount of \$11,910. Tonya Buchanan seconded. There was a tied vote. Edgar Carreno broke the tie with an affirmative vote. Motion carried.**

- iii. #2009: USHLI Conference - \$23,559.20

**MOTION: Eric Bennett made a motion to approve Supplemental Funding Request #2009 in the amount of \$23,560. Monica Carreno seconded. Motion carried.**

## **New Business:**

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

- i. #2010: American Conference for Irish Studies - \$1,808.22  
Katie Omans would like to go to Houston in April, 2020 to attend ACIS, the largest conference of its kind in North America. This would give her the opportunity to network in a broader environment. The Keynote Speaker is the first female President of Ireland. Katie went to the Midwest conference in Omaha and was one of only two grad students to present there. The theme of the conference is borders and borderlands which parallels her work studying the Belfast Boycott. She is planning on obtaining a PHD, this conference would enable her to get feedback on her work and establish professional ties. She would share her experience with CWU by presenting at SOURCE and lecture in spring to a Gen-Ed. History course. She hopes to be a student ambassador at the conference and show that CWU is doing cutting edge work.

Presented by: Katie Omans

Questions: What was the process to get to present at the conference? I am on a panel with 2 other people presenting on related fields. Did you have to submit a proposal? Yes. It was nice to hear about your work and interests. I will take any opportunity to talk about my work. Are you planning to present a portion of your thesis at SOURCE? Yes, the whole thing would be too much, but definitely a portion. Brexit is a big part of it, along with the role of women.

ii. #2011: Music Business Clinic (CWU JEN) - \$1,200

Dr. Samples is conducting a live recorded interview with Harry Schnipper who is the owner of the longest continuously run jazz club in America. The video would be available for educational, non-commercial viewing. The music business as a subject is underrepresented, with only one class offered every other spring. The connection to the music industry can also help in the future. JEN is requesting \$1,000 for travel and clinics, and \$200 for video production. JEN has contributed \$75 for meals.

Presented by: Shana and Alison

Questions: Is the request for \$1,275? It is \$1,200 now. Is the funding to get Schnipper here? It is for travel, the clinics, and the hotel. It's not just the interview, there are clinics with students? Yes, a masterclass/workshop. Who is invited to the clinics? They are open to everyone. Has there been advertising of the event? The communication has been targeted toward music students. It has been posted in the music building, the Facebook page, and may be on the website. We expect it to be well attended. Who is filming the interview? A student. We had reached out to Public Affairs but did not get a response. The student does the filming for marching band. Is there an estimate of attendance? About 20 tonight and between 20 and 40 tomorrow. There is typically better attendance during the day. Are there any costs not included in this request or any funding from the music department? There is \$75 from JEN. Also, regarding the attendance, this will be recorded and put on Youtube. Just the interview, or the master class too? The interview. The class would be on the JEN website. Will any attendees receive credit for the workshops? They can get scans that count towards the total number of performances required to be seen in a quarter. The event is happening today, has the clinician been paid? I believe they were paid out of the JEN account. They will be paid after, and we can reimburse for that. If this doesn't get approved, who would be paying for it? The club account. Is there enough in the account? JEN hosts a lot of events. We met this clinician at the JEN conference last year and will also be asking for funding to attend that conference this year. We would cover the cost somehow. Club accounts cannot go into the negative. How was this paid for if there is only \$300 in the club account? This may be a timing issue based on when the request paperwork was filed. JEN has dues and activities, so the club account is always having money in and out. Is this expense being covered mostly from dues or fundraising? We were initially going to request funding from SAS. When the request was made was the \$1,400 in the account? Yes. Pending this approval, have you been in touch with the music department to find backup funding? We have not talked with them. The expense has not been paid yet? Correct, it cannot be paid until the services are completed. What is the status of the contract? They are here now. Do you know if the contract is signed? It has gone through the contract office, but it is unknown if it is signed yet. After it is signed, the check would be mailed out. The expense could hit the account a week or so after the event. Is there someone in contracting who checks the funds? Yes, they have to encumber the funds to start the

contracting process, which could explain the account balance. Are you going to the event after this presentation? Yes.

- iii. #2012: Association of Writers & Writing Programs Conference - \$935  
AWP is the largest conference for writers in North America with more than 10,000 people attending. The conference will be held in San Antonio on March 4-7, 2020. Many Masters and PHD programs attend as well as major and indie presses, and most leading literary magazines. There are 150 panels over 4 days. There will be renowned writers in attendance to speak with. They would be attending workshops, panels, and meeting with editors. The 2 graduate students attending teach English 101 and would bring back what they have learned to the students they teach. There are new online CWU programs for creative writing, the students can be the face of these new programs at the conference. Their total actual cost is \$2,210. They have saved money by sharing a room, packing food, and registering early. They got \$500 from SAS and are requesting \$200 from Career Services. They are requesting \$935 from S&A.

Presented by: Weston Morrow

Questions: What was your personal expense? We reduced costs through packing food, sharing a room, and registering early. Packing food is a personal expense. Yes. Are you presenting at the conference? No. You want to be the informal face of Central? Yes. The university is unable to have a booth there this year. If you need recruiting materials, let me know. Is Leslie female? Yes. Are they allowed to share a room? There is currently no policy against that.

- iv. #2014: AMA Annual Conference (CWU Marketing Association) - \$21,488  
The CWU Marketing Association is bringing 18 members to the AMA collegiate conference in New Orleans March 12-14 2020. They would depart on the 11<sup>th</sup>. They want their members to take advantage and expand their professional network through the vetting process (know, like, trust). They can network with people which can over time lead to trust. The opportunities of the conference include: learning from industry leaders, competing/developing practical skills, learning from others about their projects and processes. The AMA covers a wide range of topics not taught at the university which can be added to their skills. Attendees include giants in the industry and grad schools. They have collected \$1,250 from fundraising, \$2,000 from their club fund, and are requesting \$21,488 from S&A.

Presented by: Rebecca and Victor

Questions: Can you tell me about your points system? Yes. We are asking students to pay for meals, membership dues, and any outside expenses. Points are awarded to students based on how involved they are in the Association and these points will determine how funding is allocated. How many students are committed? 18. Have you prepared for the possibility of not having this fully funded? That is when we are using the point system.

We would use money from the club account and ask for funding from other sources. The amount in the club account is \$9,000 and you have \$2,000 from SAS. Why are you not using this amount? We asked what has been done in years past and this is what was recommended to us. They are using \$4,000 from fundraising and \$2,000 from SAS out of the account. Club council is separate from club accounts. If you are using \$3,000 of the \$9,000, is there any plan for the balance? We have a lot of ambitions for club trips. We do have plans for things, but do not have them planned exactly. We followed the funding route that was recommended. Is there any information on the retention rates of past students? Not sure. Most are already in their junior or senior year. How many of you are going for the second year in a row? 6 out of 18.

- v. #2015: Santa Barbara Shootout Tournament (Women's Lacrosse Club) - \$6,000  
The Women's Lacrosse team was approved this funding last year, but the trip was cancelled due to the pass being closed. 22 members of the lacrosse team are going to the Santa Barbra Shootout Tournament on February 13-16 in order to grow lacrosse at CWU and across Washington. The sports club has allocated airfare, they are asking S&A for lodging, registration, and ground transportation. They have added 6 more members which increases costs. They hope to compete, grow lacrosse, and rep CWU at a national level. To raise money they have run summer camps, sold merch, did a Cornerstone takeover, received a donation, and are running a Snap! fundraiser. The club is active in recruitment and women's lacrosse is the fastest growing sport in the nation. They participate in annual community service and were named sports club of the year. They have had unexpected expenses due to team growth. They cut costs by renting minivans or personal cars, staying with host families, and get discounted jerseys.

Presented by: Darcy and Riley

Questions: Where is the funding coming from for the increase in flight costs? Sports club is covering flights no matter the cost.

### **Other Business: Communications Received**

None.

### **Public Comment**

I appreciate that this is a thoughtful committee. However, if the committee is not in agreement, there should be a discussion. If you vote not to recommend a request, it would be good to know your rationale. This is for those around the table, and also for the groups so they know what they can improve on. Please speak up if you have a dissenting opinion.

### **Adjournment:**

**MOTION: Eric Bennett made a motion to adjourn. Jessica Thomas seconded. Motion carried. Meeting adjourned at 6:42 p.m.**

**Schedule for Next Meeting:**

The next meeting is scheduled for Wednesday, November 20<sup>th</sup>, 2019, in SURC 301 starting at 5:30 p.m.