

Services and Activities Fee Committee
Minutes
February 12, 2020

Called to order:

Brandon Wear-Grimm called the meeting to order at 5:31 p.m.

Attendance:

Alejandro Alcantar, Eric Bennett, Joseph Bryant, Edgar Carreno, Monica Carreno, Dane Gillin, Aubrey Heim, Josh Hibbard, Lacy Lampkins, Chicena Mortimer, Gregg Schlanger, Jessica Thomas, Brandon Wear-Grimm

Excused: Martin Kennedy

Unexcused: Alex Harrington

Agenda:

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

Minutes:

MOTION: Eric Bennett made a motion to approve the minutes of February 5, 2020. Dane Gillin seconded.

Discussion: I want to make sure we understand that at the last meeting there was no approval to change the budget or to stop requests. That is in the minutes.

Motion carried with one abstention.

Reports:

Chair – none.

Advisors – I want to remind everyone the balance for the year is \$64,330. On the docket for tonight is \$16,152.

I presented at PBAC yesterday and they recommended all the requests that we have approved to the President. They were also informed where we are sitting in the budget. They had questions regarding our voting structure and consistency. They also had questions about student travel and where the money is going. The majority of our funding goes to students and I will continue to report that for the rest of the year.

Public Comment:

None.

Old Business:

A. Supplemental Funding Requests – Voting

- i. #2035: Women in Jazz Day (CWU JEN) - \$1,493.42

Discussion: Given that this is something we already approved in the past, it makes sense to approve this one. It is ironic to say we don't believe in this request since we already voted for it. I feel makes sense to vote yes. I like that they bring an event to campus that is open to the community and furthers the mission for diversity in a field where there are obstacles for women to be represented.

MOTION: Dane Gillin made a motion to approve Supplemental Funding Request #2035 in the amount of \$1,494. Jessica Thomas seconded. Motion carried with one abstention.

- ii. #2036: NFL Career Conference - \$1,868

Discussion: I like the idea of funding this. This is a new degree program and I think when something new starts they need money to get kicked off on the right foot. It would be best to discuss this as a motion.

MOTION: Dane Gillin made a motion to approve Supplemental Funding Request #2036 in the amount of \$1,868. Jessica Thomas seconded. Motion carried with two abstentions.

- iii. #2037: Sibshop Training (Family & Child Life Program) - \$7,000

Discussion: I think this is good request having to do with younger students. CWU students can get the certification that not a lot of people have. This is a good opportunity. Not only open to the FCL program, but to the Elementary Education degree and nursing majors. One little girl's had shirt said, "We are the future" when she was here.

MOTION: Dane Gillin made a motion to approve Supplemental Funding Request #2037 in the amount of \$7,000. Jessica Thomas seconded.

Discussion: I want to point out that the plan is to open the program to the Education Department, the whole University, and then the community. If it is opened up to the community then they should be charged and that should come back to S&A to cover some of the cost. I'm not sure how to do that, but it makes sense. If community wants to have the opportunity then they should cover their cost. Can we do that with contingencies? We can relay back to the requestor if this is approved. They were worried that it would not be able to open to everyone because of the limited spots. They didn't think it would go to the community. I can definitely relay that back. The first day of training is a max of 85 people and there are 35 people in the FCL program. Maybe it will fill up.

MOTION TO AMMEND: Josh Hibbard made a motion to amend the previous motion to include that non-CWU community members would be charged to attend the event. Jessica Thomas seconded. The amendment carried with one abstention.

The reason I voted against this amendment is that it is not the job of the committee to instruct organizations to charge admittance. We would have to do that with all of the events that have the public participate.

Motion carried with two abstentions.

iv. #2038: NASP Conference (Psychology Club) - \$5,352

Discussion: Point of order – if there is no motion the request dies. I felt like they didn't do any fundraising and they haven't booked anything yet. It is hard to see that. Isn't it in 6 days? What is the turnaround on that? That does not affect our decision because it is all reimbursement anyways. If they were approved for a certain dollar figure, they would be reimbursed up to that. If airfare is more expensive, they are still only reimbursed up to the dollar figure we recommend. Was there a question of the number of students attending, and does the dollar figure coincide with number of students? I believe six. I have five here. How many are going? I think only five are going. People decided they do not want to go. There were two students presenting at the event that will be going should we approve funding or not.

MOTION: Eric Bennett made a motion to approve Supplemental Funding Request #2038 in the amount of \$3,000. Dane Gillin seconded.

Discussion: Why \$3000? Under the assumption that two go no matter what. I was breaking it up roughly. No scientific mathematics. Is the intent to fund the two? Yes. Budget says eight are attending. With their budget it would be around \$1,000 per student. The committee does not have the purview to decide how many students go. Be careful mandating the amount to travel. Discuss the motion as valued amount rather than a number of students.

Motion carried with three abstentions.

B. Subcommittee Update

I think we will meet next week. Some of us have midterms. I have encountered some concerning documents that we may send back. I will talk about that at our meeting. Will you send out a DoodlePoll? Yes. The question at hand is creating a rubric or a standardized way of assessing requests. Is that something you will address? Later on – not now. We are going through the questionnaires and seeing what we can pull out. What is the plan to bring back to the committee? Once we have gone through, we will bring back a plan for future committees and how take in funding requests. Specifically supplemental. Whether creating plan similar to OUR

with no presentations or a hybrid model. Also, we are focusing on base funding. If you want me [Josh Hibbard] to sit in, I am happy to. I came in late to this. If you need another voice, I am happy to help. What is the subcommittee's purpose and goal? To create KPIs that future committees can use as a rubric to approve funding. The subcommittee drafted a series of questions to base funded areas. Those forms are now completed and they are in the process of reviewing them. The overall goal is to start a conversation of what the KPIs are. This is a large discussion which is why it went to a subcommittee. They are collecting data and analyzing it.

C. Budget Discussion

Do we need a recap of where we are at? Give a synopsis. We want to address what is the best way to approach the budget. We can end the discussion here and address it when it is most pertinent – when we have allocated all of the budget. We want to keep moving forward and assess requests the way we have been. That is fair and equitable and best way to justify our funding. A major concern is that we are looking at requests more critically now. We have identified the problem- we need a standardized way to assess requests and see what is beneficial to the student body. At the beginning, we thought this was more effective than it was. We are thinking more critically now. That is hard to justify. The point of having this discussion now is because waiting insinuates that we want to touch the pot. This makes presenters think we have the money. What we have is what we have. If we are waiting then we give the impression that we are willing to touch the pot. Not all of us are on the same page about that. I agree we are not on the same page. Whatever is decided with the current conversation. we need to end future requests. If not the number of requests will grow with no decision on if we are going to increase or not. We should be fair to those that haven't already requested funding.

MOTION: Eric Bennett made a motion to not allow any future requests. Alejandro Alcantar seconded.

Discussion: Anything on this list and processed in SURC Accounting would count as allowable. The ones approved and processed are on list. There are ones in the que that we are going back and forth with questions. The committee last week requested that I communicate our budget situation to them, so they know where we currently sit. If we do cut off anyone else from requesting and then open the budget, it is not fair. To tell people we won't accept requests and then open again in spring would be unfair. The challenge I have is saying we are stopping something without knowing for sure we need to. I'm trying to protect students from submitting and getting denied in a month or two. Can we have an update on the request form saying that funds are low, so we are communicating up front? Communication is key. We are public meetings. I have emailed individuals to let them know and will continue to do so through the winter. Our first conversation out of the gate when they submit is the budget scenario. I do take this seriously.

The motion was withdrawn.

Discussion: I find it troubling to push off the discussion to increase the budget until we get to that point. I don't think it is fair to those requesting that there will be no money left and we are judging their value by how much we want to increase the budget. By pushing off the decision we are doing that. I want to make the point that at this point the requests we are reviewing are not requesting over our budget. These don't affect that. It is important to understand that consistency is important. We should be mindful of the budget. I don't think it is harmful to postpone the vote. We have been in this situation before, but this year it is earlier than in the past. I would like to not think that I personally am picking and choosing who has what value. The biggest thing is touching a pot of money that future generations may need. If I am allocated money and spend it, then I am not sure if want to touch a one-time budget. I wouldn't say that I am picking and choosing which person presents and how much to add to the budget. That is what will happen when there is no money left. We will sit there and determine the value of people's request. What do you mean value? If there is \$64,000 left, those above budget threshold are held to higher standard. Looking at the requests, if we pass \$300,000 and then we get a request for \$35,000 – we will think if we should increase or not and if you chose not to increase then the requester may think we felt their request is not valid. I find that unfair. I think that is what we do as committee – we asses value of each request by way of presentation and the effects at CWU. There is always a chance they will not be fully funded. If we get down to 0, requests will face the same test to be funded. Think question is do we make adjustments to the budget – not do we stop all funding. That seems drastic. I think what he is saying is we are looking at these requests at a higher standard to see if we raise the budget for them or not. This is one time money, but we do have interest. I think there are ways. I agree, but also when speaking on how we feel as an individual, it is individual and not the whole committee. I would not like your opinion to be cast over whole. Everyone has their own idea. That goes both ways. I am passionate and will express my opinion. I see difficulties that may arise. That is my experience and opinion and you have yours. I am just trying to sit back as this is for students and they should have the final say. Why are we waiting? Would it be better to just vote now? Is there a reason to not? It is up to the committee. It is at your purview. I will advise that the most important thing is to stay consistent with your funding since the beginning of the year. The budget is an important piece, but it has been the entire conversation rather than focusing on consistency. We have the ability to increase at any time. I want to be prepared. It doesn't have to be right now – it is not critical. Money in the budget is good. It does not have to happen tonight. Today will not take up the full amount. We have 2 weeks to run out if we funded everything. We are split as a group. Makes sense to continue to evaluate as we have been. Do we need a motion? We can end discussion.

MOTION: Chicena Mortimer made a motion to end discussion. Monica Carreno seconded. Motion carried with two abstentions.

New Business:

A. Base Funding Program Reviews

i. Veteran's Center

The Veterans Center is on its second quadrinimum of S&A base funding. A lot of their work is to get students their education benefits. They report to the VA to get students funding. They also connect veteran students with other resources on campus and in the community. They work with 600-650 students at all CWU University Centers. The bulk of their S&A funding goes towards programming such as the Translating Military Experience workshop and brining in guest speakers. They work to collect feedback about events and see what students want to see on campus.

Presented by: Ruben Cardenas

Questions: How long has the Outreach Recruiter position been vacant? As of December 31. We are about to be bringing candidates to campus. You showed the fall numbers – do we have a hard time retaining the students? The fall numbers are for newly admitted students and other quarters have smaller numbers. We always reference fall as it has the biggest numbers. Do you have retention data? Averaged 76% retention, which is higher than the general population. Student vets nationally graduate at higher rate than traditional student groups. How much is exclusively funded through S&A? The programming piece is S&A. Processing benefits is funded by the state. Do you see growth mostly impact Ellensburg, centers, or online? Most is on campus but Pierce is also seeing growth. It is close to a military instillation. We also have a center at JBLM but they only offer 1 program. I appreciate what you do. You are super responsive and helpful. You have a small staff and help a large number of students. This helps retention. Do you know how many students you interact with daily? I couldn't give an accurate number. We track foot traffic but not emails and phone calls. We had 500 swipes for fall but couldn't break down how many were unique. How long have you been tracking? A couple years.

MOTION: Jessica Thomas made a motion to recess for five minutes. Alejandro Alcantar seconded. Motion carried.

Meeting resumed at 6:36 pm.

ii. Diversity & Equity Center

The DEC works to cultivate a sense of belonging and community on campus. They have programs and initiatives where students have the agency to do work

in the community or explore their identities. They are committed to inclusive practice and engaging across difference. Their work is twofold: raising consciousness and supporting students from underrepresented backgrounds. They provide opportunities for students to get to know themselves, and bring others in. They host trainings and workshops. Programs are dynamic and change every year to respond to student needs. The DEC has an advisory board. They have also launched a DEC collective that meets 2 times a year to gather feedback. A sense of belonging plays a key role in retention. The DEC's core goals are sustaining and contributing to a diverse campus community.

Presented by: Abby Chien

Questions: Who is a part of the DEC advisory board? Faculty, staff, and students. Those who have expressed interest. It ebbs and flows around 10-20 folks. What kinds of topics do you discuss? Assessment practices, strategic planning, icons and symbols on the walls – ideological conversations. Do we fully fund DEC? We are fully reliant on S&A. What is the outlook on budget for rest of the quadrennium? We are in line. We had carryforward that allowed for our new furniture. Do you have retention data? Not really, we track other metrics like usage and impact. It is a challenge as tracking based around identity is not always safe to hold onto. It could be subject to public records, which could out people. We have a lot of anecdotal data. It is hard to track that for events like Dia de los Muertos that 700 people come through, but it is important to the culture. With the vacancy, do you think you may come to request salary savings? One S&A guideline is that if a position goes vacant for more than 6 months then the salary rolls back to the committee. We are only one month in. We are feeling good about where we are at rolling into next year. Your office put on a training on safe spaces on a Saturday. That was one of the best trainings I have been to. The students did a fantastic job. Thank you to you and your team. I will pass that on. You hire between 10 to 13 students – why more or less? We hire based on a yearly basis and the students may leave for other opportunities. It always impacts our team dynamics. We plan for that. The addition of a graduate student absorbs some of that. Most work 15-20 hours a week.

B. Supplemental Funding Requests – Presentations

- i. #2039: AMTA Regional Competition (Mock Trial Club) - \$816.48
Thirteen students from the CWU Mock Trial club are requesting reimbursement for travel costs from attending the American Mock Trial Regional Competition at UW Law School on February 7-9. The students were given the opportunity to argue a criminal case as both the prosecution and the defense with judges

sourced from local areas. This experience allowed them to explore legal workplace, gain practical experience, and develop networking skills.

Presented by: Nicole and Mariah

Questions: Were you successful? A perfect score is two ballots. The defense won one ballot and the prosecution only lost by 7 points against Berkley. Nine students competed. We brought 13 with us. We tried to make two teams, but did not have enough with 13 members. Most years the prosecution has one charge, this year they had two. We couldn't quite field 2 teams but brought everyone to get the experience. You requested \$2,000 from Funds Council. Yes, we present next week. What is your plan for sharing the knowledge you gained? We want to compete again. This is CWU's third year. Every two years is the best opportunity to be able to advance. Next year we want to take what we learned and hopefully make past the regionals.

- ii. #2040: ACP/CMBAM College Media Convention (Pulse) - \$4,180
PULSE Magazine is requesting funding for six students to attend the ACP/CMBAM College Journalism Convention in San Francisco, CA on February 27-March 1. At the convention, the students will have the opportunity to network, attend panel discussions and tutorials, get critiques from professionals, and participate in awards programs. The students intend to take what they learn at the event and immediately apply it to improve student media on campus.

Presented by: Madeline, Sara, Krista, Kiersten Joanna, and Angela

Questions: Would the requested money from SAS reduce this requested amount? Yes. As a base funded area, have you thought of budgeting professional development into that? We factor it in, but Pulse has not yet received any for training or development. If they were to get SAS funding, they would not be getting extra money on top, as we are reimbursement based they would get same amount. The SAS money would be used first. If you are not fully funded what is your plan? We would look for other areas of funding after SAS. You six are going? Yes. I am seeing a lot of staff in Pulse, how were you six chosen? We wanted to send a majority of the leadership staff that is returning next year, and bring people that can make changes now. Pulse has gained a larger following partly due to Joanna's work. We chose those that could implement what we learn now. Since this is in a couple weeks, have you already made purchases? Yes, we did it through a state agency. How are you all so awesome at producing such great work? I'm always impressed and you are doing a fantastic job. They won the most prestigious national award this year.

- iii. #2041: ACP/CMBAM College Media Convention (Observer) - \$3,795
The Observer is requesting funding for five students to attend the ACP/CMBAM College Journalism Convention in San Francisco, CA on February 27-March 1. At the convention, the students will have the opportunity to network, attend panel discussions and tutorials, get critiques from professionals, and participate in awards programs. The students intend to take what they learn at the event and immediately apply it to improve student media on campus.

Presented by: Nicholas, Bailey, Mariah, Amy

Questions: How many of those going have gone before? Two. We are all going to be returning next year which is exciting. How do you take critiques from students on campus and implement them? We always have our emails open. Art students said they wanted a place to publish work, so we did that. We answer Facebook messages and have our emails posted on every page. We are open to hear story ideas and critiques. A lot of work is info gathering and a lot of it comes from community. We are able to tell stories because people make them accessible. Where are you printing? Wentachee. When that was purchased by WIC, did it affect you? Our contract is up this year and we will likely get a charge increase.

- iv. #2042: Filipino Alliance Conference (FASA) - \$16,471.85.
The Filipino-American Student Alliance is requesting funding to host a Filipino Alliance Conference at CWU on April 10 – 12. This conference will allow students to learn about Filipino culture and advocate for the remembrance of Filipino elders. There will be an estimated 450 people in attendance, with 100 free spots reserved for CWU students, and the remainder of spots charged a fee of \$35. The revenue would cover a majority of expenses and would then roll back to the committee.

Presented by: Ione

Questions: You want S&A to cover the expenses, and then you will have the revenue come in? Yes because money won't come in until after the conference. Vendini is managed by Wildcat Tickets. All registration is through that and we will be collecting that. It won't release the revenue until after the event is done. They are charging non-CWU students. The registration is collected in real time and reconciled after event. Some pieces will need to be confirmed when closer to the date. Revenue would come back to the committee. The people that manage Vendini are in SURC Accounting. It gets pooled. Any revenue that is excess would go back to S&A budget. Next week when voting, we would want to make motion for \$16,471.85? Yes. You can get shirts for less online. Shirtworks is our preferred vendor but also good for working with timing issues. How are registrations going? They open this Sunday. We will send weekly reports. How certain

are you of attendance figures? Pretty certain. This is a yearly event and one of the pinnacle events of the alliance. There is a chance that attendance will be low, but this is the biggest event of the year and they know its importance. The venue is \$500 – where is this held? We are using academic spaces and have to pay locking and unlocking charges since it is held on Saturday. This is an estimated number. Do you have blocks of hotel rooms? 60 rooms at Red Lion and 50 at Holiday Inn. Last time we hosted was 18 yrs ago. How long has this been going on? 25ish years. They host a conference every year but missed one. 26th year and 25th conference. What are the workshops you do? There are 22 workshops. They range from discussions colorism, politics, advocacy, how to build relationships, United Farmworkers Movement, professional development and becoming more invigorated in Filipino culture. Is this open to all students? Yes, open and free. We reserved 100 spaces for now and will allow more if it exceeds that number. The 100 is for budgeting sakes.

Other Business: Communications Received

I have gotten a lot of people who are appreciative of the committee. They have had incredible opportunities and are grateful for S&A.

We have received confirmation that the policies we worked on last spring will be on the UPAC agenda for next Wednesday.

Public Comment

None.

Adjournment:

MOTION: Jessica Thomas made a motion to adjourn. Monica Carreno seconded. Motion carried. Meeting adjourned at 7:49 p.m.

Schedule for Next Meeting:

The next meeting is scheduled for Wednesday, February 19 in SURC 301 starting at 5:30 p.m.