

Services and Activities Committee
Meeting Minutes
November 2, 2022

Called to order:

Joey called the meeting to order at 5:01pm.

Attendance:

Alice Williams, Bjorn Pellmyr, Brady Smith, Evelyn Roehn, Judy Brewer, Luis Reyes, Joey Bryant, Lacy Lampkins, Jessica Kitto, Sean Dahlin

Guests: none

Absent: Yaritza Granados

Agenda:

MOTION: Alice made a motion to approve the agenda. Judy seconded. Motion carried. 6 (yes), 0 (no), 0 (abstentions)

Minutes:

MOTION: Judy made a motion to approve the agenda. Luis seconded. Motion carried. 6 (yes), 0 (no), 0 (abstentions)

Reports:

I. Chair: none

II. Advisors:

- a. Joey: Publicity Center, which is S&A funded, made some adjustments to their model. S&A funded programs will receive a 20% discount on Publicity Center services. Question was raised if this change would be part of their program review. It sounds like this was an immediate change, but it will probably be part of their new program review.
- b. Lacy: none
- c. ASCWU: ASCWU will start tabling for student involvement on committees, possibly on Friday. Monday public meetings will start next week. The priority deadline for the ASCWU-Executive Vice President position application has been extended until Friday (11/4). The position starts as soon as possible. There will be public forums for the top two candidates to be held after Thanksgiving. The position would start in December with training over Winter Break and fully starting Winter Break.

Other Business:

I. Communications Received: none

Public Comment:

None

New Business:

- I. Committee Fiscal Training: This week we will cover financials.
 - a. What is the S&A fee
 - i. S&A Committee oversees the financial pieces of this fee
 - ii. Student building use fee
 1. SURC is one of the only fees we can bond (RCW 28B.15.041)
 - iii. The S&A Fee for each student is about \$237 per quarter (highest rate)
 1. Assessed to every CWU student (including Ellensburg, Centers, and online students) and is prorated by credit
 2. \$711 is the annual S&A fee for a full-time student
 3. We have one of the highest rates in the state
 4. Hasn't increased in several years (at least 5 years)
 - a. Other schools increase rates every year
 - iv. 2 Types of Funding for S&A
 1. Base funded departments
 2. Supplemental funds
 - a. Last year supplemental fund usage for non-base fund departments was suspended to help support current base funded departments
 - b. Supplemental funds come from our fund balance, not from fees collected each year
 3. 5% reduction in allocation last year (\$370 thousand)
 4. This year funded areas will receive a 10% reduction
 5. Fund balance requires a reserve \$500,000
 - v. Debt service coverage ration
 1. 1.0 or higher ratio: debt services = net revenue/max bond payment (2.4 million)
 2. Net revenue = operation revenue minus operating expenses
 - II. Question raised about ways to increase retention and engagement in student base and in faculty to avoid the ongoing funding issue.
 - III. Question raised about declining enrollment resulting in more cuts to base funding.

Old Business:

- I. Election of a Chair, Vice-Chair, and Parliamentarian
 - a. Chair: runs meetings, sets agenda, official communications, doesn't vote, tie breaker
 - i. Nominations: Judy was nominated. Judy accepted nomination. Brady was nominated. Brady accepted. Bjorn was nominated. Bjorn declined.
 - ii. **Vote: Judy 4, Brady 2: Judy appointed as Chair.**
 - b. Vice-chair: backup to the chair, chair of any subcommittees
 - i. Nominations: Alice self-nominated. Seconded by Judy

- ii. **Vote: 6 (yes), 0 (no), 0 (abstentions) Alice appointed as vice-chair.**
- c. Parliamentarian: helps committee follow parliamentary procedure, backup to the vice-chair
 - i. Nominations: Bjorn was nominated. Bjorn declined. Evelyn was nominated. Evelyn accepted.
 - ii. **Vote: 6 (yes), 0 (no), 0 (abstentions) Evelyn appointed parliamentarian.**

II. Discussion on changing regular meeting date & time

- a. Discussion
 - i. Preference between Wednesday or Thursday at 5pm
 - ii. Starting November 17th
 - iii. **Motion: Brady motioned to move the meeting to Thursdays at 5pm. Judy seconded.**
 - iv. Discussion
 - 1. Reasoning for shifting to Thursdays at 5pm: schedule accommodations.
 - v. **Vote: Motion to move the meeting to Thursdays at 5pm carried. 6 (yes), 0 (no), 0 (abstentions)**
 - vi. Meeting frequency: bi-weekly or monthly meetings?
 - 1. It was mentioned that the agenda in previous years could have been reduced to bi-weekly until program reviews. There was also hesitation on moving the meeting due to it being a public meeting.
 - 2. **Motion: Alice moved to change to bi-weekly meetings until program reviews. Judy seconded.**
 - 3. Discussion
 - a. Concern was raised about time restraints with more active discussions with base funded departments. It was also noted that there could be more to discuss at bi-weekly meetings instead of stinging things out with weekly meetings.
 - b. Student Government newsletter will be done either bi-weekly or monthly.
 - c. **Vote: Motion to move to bi-weekly meetings carried. 6 (yes), 0 (no), 0 (abstentions).**
 - d. Upcoming meetings at 5pm: Wednesday, November 9th, Thursday, November 17th, Thursday, December 1st, Thursday, January 5th
 - e. Meeting schedule will be reassessed once program reviews are known.

Public Comment – Second Call

Question raised about international services and program fee.

Adjournment:

MOTION: Alice moved to adjourn. Judy seconded. Motion carried. Meeting adjourned at 6:24pm. 6 (yes), 0 (no), 0 (abstentions)

**Our next meeting will be November 9, 2022 (online) at 5:00pm.
Check out our website at www.cwu.edu/services-activities**