

**Services and Activities Fee Committee
Minutes
February 13, 2013**

Meeting called to order: Isa Loeb, chair, called the meeting to order at 5:30 p.m.

Attendance:

Student Members: Matthew Baird, Lance Larsen, Isa Loeb, Zachary Russell, Dustin Waddle-Ford, and Clint Wylie. Jennifer Arledge for KJ Stilling, ASCWU BOD

Professors and Professional Staff: Jack Baker, John Bowen, Sharon Jonassen, Kay Kenison, Scott Robinson, Todd Shiver and Connie Williams.

Excused: Kylea Wells Brown (After supplemental requests were voted on, Isa Loeb was excused for the remainder of the meeting.)

Agenda:

The agenda was amended to reflect the revised amount of \$7,140.00 on the supplemental request for the CWU Wrestling Club.

MOTION: Scott Robinson made a motion to approve the agenda as amended. Dustin Waddle-Ford seconded. Motion carried.

Approval of Minutes:

MOTION: Scott Robinson made a motion to approve the minutes of February 6, 2013 as presented. Zack Russell seconded. Motion carried.

MOTION: Scott Robinson made a motion to approve the minutes of the February 9, as presented. Matthew Baird seconded. Motion carried.

Chair's Report/Communication:

Isa Loeb has not received any comments or reply to the letter she sent last month. She reminded that S&A is on Facebook.

Public Comment:

Connie Williams responded to a question Isa Loeb asked during the Saturday meeting regarding the administration fee and ECLC. Sharon Jonassen and Connie Williams reviewed the funding and determined that there was an error in the calculation and a change to the base funding request for ECLC has been submitted and is on the S&A Website. They will be looking at other base funding requests that may be affected by the calculations of the administrative fee.

Kylea Wells Brown is the chair of the Administration Fee Subcommittee and Matthew Baird is vice chair.

Financial Update: Sharon Jonassen

Sharon Jonassen updated the Committee on the amount of supplemental funds available, which is about \$52,000.00. A concern was voiced that the announcement of the amount of supplemental funds available can make the audience requesting funds feel uneasy regarding their requests. It was suggested to place the amount on the agenda each week or an email could be sent out stating the amount. It was decided to place it on the agenda each week.

Clint Wylie asked about increasing the supplemental funds available because the amount remaining is dwindling and the requests are still coming. Sharon Jonassen responded that there are several concerns including the 4-year funding cuts, a reduction in the expected number of students, and the possibility of a zero increase to the S&A fee for next year. If the reserves are spend, it could affect the amount of base funding available. Isa Loeb suggested that there may need to be some guidelines and criteria so there is a clear understanding before increasing the amount for supplemental request. It was mentioned that the administrative fee was approved for less than the amount originally set aside, but Sharon warned it may be premature to utilize any funds without further discussing the consequences and weighing all the options. Sharon will bring financial reports to next week's meeting so the committee will have more information to examine, review, and discuss before any decisions are made.

Supplemental or Base Funding Requests to be voted on:

Supplemental Funding Requests

#1322 - \$6,925.00 – CWU Bowling Team Sectional and National Tournaments – Breanne Mattson: The Bowling Team plans on attending Sectionals competition in Las Vegas, Nevada, on March 8-10, 2013, and expect to compete at Nationals in Lincoln, Nebraska, on April 17-20, 2013. Isa Loeb is requesting a re-vote on this proposal, because she realized that there was not a quorum when the vote was taken when she stepped away.

MOTION: Dustin Waddle-Ford made a motion to approve \$6,925.00 in supplemental funds for travel expenses and entry fees for the tournaments-- Sectionals tournaments in Las Vegas, Nevada, on March 8-10, 2013, and Nationals tournaments in Lincoln, Nebraska, on April 17-20, 2013. Zack Russell seconded. Motion carried.

#1324 - \$7,140 (revised) – Wrestling Club – NCWA Nationals – Steven Alfi: The CWU Wrestling Club is requesting supplemental funds for travel for 9 wrestlers and 2 coaches to the NCWA National Championships in Allen, Texas, March 13-16, 2013.

MOTION: Clint Wylie made a motion to approve \$7,140.00 in supplemental funds for travel and hotel expenses for 9 wrestlers and 2 coaches to the NCWA National Championships in Allen, Texas, March 13-16. Lance Larsen seconded. Motion carried.

#1325 - \$3,640 – CWU Horn Club – NW Horn Symposium – Jeffrey Snedeker: The CWU Horn Club/Ensemble has been invited to perform at the Northwest Horn Symposium, in Bozeman, Montana,

on April 19-21, 2013. The request for supplemental funding will be for 18 members to attend, perform a concert and participate in many activities, classes and competition available at the symposium.

MOTION: Matthew Baird made a motion to approve \$3,640.00 in supplemental funds for travel and lodging expenses and registration fees for 18 members of the CWU Horn Club/Ensemble to perform and attend the Northwest Horn Symposium, in Bozeman, Montana, on April 19-21, 2013. Zack Russell seconded. Motion carried.

#1326 - \$3,122.24 – TRIO – Day on the Hill (D.C.) – Arthur Manjarez: Four CWU students and TRIO advisor Arthur Manjarez will be traveling to Washington D.C. for “The Day on the Hill” on March 9-13, 2013.

MOTION: Matthew Baird made a motion to approve \$3,122.24 in supplemental funds for travel and hotel expenses for 4 students and 1 advisor to travel to Washington D.C. for “The Day on the Hill” on March 9-13, 2013. Dustin Waddle-Ford seconded. Motion carried.

Supplemental or Base Funding requests – Presentations:

Supplemental: Supplemental requests will be voted on at the next S&A meeting.

#1327 - \$6,954 DHC-Participation in Western Regional Honors Council – Mathew Altman:

The supplemental request is \$6,954.00 for 10 students and 1 advisor to attend the Western Regional Honors Council in Flagstaff, Arizona, April 11-14, 2013. The 10 students have been accepted by the conference committee to present at this conference. The DHC students will be developing their presentations, discussing their research and supporting their positions with reasons and arguments. This forum provides the opportunity to meet faculty members from other institutions to explore opportunities for graduate school.

#1328 - \$5,655.56 (Revised) Swim Club – USMS Nationals – John Halvorson: The CWU Swim Club is requesting supplemental funds for travel and hotel expenses and registration fees for 19 swimmers to travel to Indianapolis, Indiana, to compete in USMS Nationals on May 9-12, 2013. There are 6 swimmers have qualified and the others will be swimming the relay events and competing in other events. The swimmers will be paying \$300.00 each to cover their own food and travel costs to Seattle; and the club is contributing \$1,000. The Swim Club has attempted to reduce costs in airfare, low cost hotels, as much as possible.

#1329- \$7,200– Collegiate Wakeboard Nationals – Eddie Roberts: The CWU Wake Sports Club is requesting \$7,200 in supplemental funds for travel, lodging and registration to the Collegiate Wakeboard Nationals-2013 CBS Alt Games in Shreveport, Louisiana on May 24-26, 2013. There will be 10 attending with 7 competitors and 3 working to film and document the events, which will be used to promote the CWU Wake Sports Club and CWU for national recognition. The club has been fundraising and will also be using club funds.

Base Funding Requests:

Conduct Case Manager: The Base Funding Request is \$65,000.

The purpose of the Office of Student Rights and Responsibilities is to foster a campus community that supports students in the development of their unique potential, inspiring them to be active learners, successful graduates, and engaged global citizens. The Office has the responsibility of educating students on their rights and responsibilities through support of University policies and guidelines and ultimately will hold students responsible to the University Student Conduct Code. The Case Manager is an important member to this team. Its primary role is to coordinate follow-up care for student in crisis or for students with higher needs and provides assessment and referral for students to on and off campus resources and services. This position assists in crisis intervention, advocacy, referrals, accompaniment and information on system-wide operations and practices. While this position is not responsible for the outcomes of the student conduct process, its work will directly be with other members of the office to provide follow-up care and crisis response. In addition, this position, within the Dean of Student Success Office, will serve as a resource for students with issues concerning processes on campus and appropriate referrals.

\$47,500	Admin/Exempt Payroll
\$0	Civil Service and Temp Payroll Expense
\$0	Student Payroll Expense
\$17,625	Employee Benefits Expense
\$4,500	Goods & Services Expenses
\$1,500	Travel Expenses
\$0	Base Equipment Expense Total
0	Other Funding Sources
\$65,000	TOTAL BASE FUNDING REQUEST

Center for Diversity & Social Justice: The Base Funding Request is \$598,510.

The Center for Diversity and Social Justice (CDSJ) will provide active co-curricular, extra-curricular programs and advocacy to build and nurture a campus community that understands and celebrates diversity, while facilitating inclusion at all levels of the university and supporting academic and creative expression. The Center for Diversity and Social Justice works to transform the university community into one that represents individuals from a variety of backgrounds and creates an environment in which all in the university community are accepted and valued, while promoting social justice and recognition of traditionally underrepresented groups.

The CDSJ support programming such as: The Naked Truth on Stereotypes, Parade of Nations, Nontraditional Student Week, Family Literacy Night, Vagina Monologues, Women's Achievement Celebration, and many more.

\$260,000	Admin/Exempt Payroll Expense
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\$36,000	Civil Service and Temp Payroll Expense
\$106,320	Student Payroll Expense
\$110,590	Employee Benefits Expense
\$75,000	Goods & Services Expenses
\$8,100	Travel Expenses
\$2,500	Equipment Expenses
0	Other Funding Sources
\$598,510	TOTAL BASE FUNDING REQUEST

Challenge Course Operations: The Base Funding Request is \$69,286.

The Challenge Course program has been brought to campus with the mission of providing intra-personal and group development opportunities for the entire campus community. It has been accomplishing these goals since 2008.

This program currently offers meaningful and fun experiences for CWU clubs, faculty, staff as well as businesses, community groups and community based youth groups. CWU's challenge course offers the opportunity for participants to participate in team building activities to accomplish both individual and group goals on both low-ropes elements and a state-of-the-art high challenge course.

Student staff training, certification and professional skills development are a large focus of this program. User groups interact with student staff who are trained to provide everything that a group needs to successfully participate in the challenge course experience.

The Challenge Course has been innovative with the programming partnerships it has created within Central's community. These partnerships enhance the University's missions of recruiting, retaining and development of students.

\$0	Admin/Exempt Payroll Expense
\$50,304	Civil Service and Temp Payroll Expense
\$31,200	Student Payroll Expense
\$18,982	Employee Benefits Expense
\$12,900	Goods & Services Expenses
\$3,000	Travel Expenses
\$6,000	Equipment Expenses
-\$53,100	Other Funding Sources
\$69,286	TOTAL BASE FUNDING REQUEST

New Business:

Report back from Administration Fee Sub-Committee: Kylea Wells Brown is the chair, Matthew Baird is Vice-Chair. Kylea Wells Brown was excused, so Matthew Baird presented committee information. The Committee will be meeting next week on February 19 from 5:00 – 6:00 and on February 20 from 4:00-5:00 and S&A members are welcome. The intent is to provide information from all sources regarding the Administration Fee so questions and concerns can be addressed early. Sharon Jonassen and Connie Williams will review and share the Administration Fee proposal with the Sub-Committee

prior to the presentation before the S&A Committee. The draft will also be sent to the S&A members prior so they can ask specific questions to help with clarity on items in the proposal

Public Comment: none

Other business: none

MOTION to Adjourned: The meeting adjourned at 8:10 p.m.

Schedule of Next Meeting:

The next meeting is scheduled for Wednesday, February 20, 2013, in SURC 301 starting at 5:30 PM.