

Services and Activities Committee
Meeting Minutes
March 7, 2024

Called to order:

Xander called the meeting to order at 5:04 pm.

Attendance:

Xander Johnson, Mia Young, Jake Robinson, Erin Sargent, Jared Osborne

Absent: Alice Williams, Spencer Winters, Nicholas Villa, Joey Bryant

Guests: Lola Gallagher

Agenda:

MOTION: Jake made a motion to approve the agenda from 3/7/24. Jared seconded. Motion Carried. 2 (yes), 0 (no), 0 (abstentions)

Minutes:

MOTION: Jake made a motion to approve the updated minutes from 2/29/24. Jared seconded. Motion Carried. 2 (yes), 0 (no), 0 (abstentions)

Reports

I. Chair:

a. None.

II. Advisors:

- a. Erin initiated a conversation about the schedule for next quarter.
 - i. Alice is unavailable to meet on Thursdays at 5PM for the rest of the academic year.
- b. Mia spoke on behalf of Joey regarding the schedule for next quarter. She asked if Jake was graduating this quarter.
 - i. Jake confirmed that he would be graduating this quarter, but he sent an email to Joey about this.
- c. Mia looked at the committee members class availability for next quarter. The group is available Wednesday – Friday from 4PM – 5PM as well as Fridays from 8AM – 12PM.
 - i. This is an approximate availability of everyone’s class schedule, so other commitments such as clubs and jobs are not included in this.
- d. Xander thinks it would be better to decide on a new time when there is a larger portion of the committee present. He appreciates that Mia looked into what would work best.
 - i. Mia stated that it is up to the committee whether or not they would like to make that motion at this meeting or postpone that vote.
- e. Jared noted that the Spring quarter comes in a 2 – 3 weeks, so it is not a huge gap.

- i. Erin added that the next meeting will be March 28th, so they could wait to talk about it then.
- f. Jared asked if they could have a meeting sooner than that.
 - i. Mia was not sure that they would be allowed to meet on Finals Week or Spring Break. If the committee meets on the Thursday, March 28th then Alice will be unavailable to attend that meeting.

MOTION: Jared made a motion to postpone this decision until the next meeting, which is the 28th of March. Jake seconded. Motion Carried. 2 (yes), 0 (no), 0 (abstentions)

- g. Jake noted that the earliest the committee could meet would be March 26th, which is the first day of classes.
 - i. Mia added that Nick will be unavailable on Mondays and Tuesdays, so it is unlikely that he would be able to attend a meeting at that date.
- h. Jared suggested sending out an email to see our schedules and coordinate a meeting via email
 - i. Xander agrees as that would be best to configure before the next meeting. Or something similar such as meeting on the 28th and deciding there.

III. ASCWU:

None.

Communications Received

None.

Public Comment

- Lola received a message from Joey about student trustee applications, which are opening very soon. The deadline to apply is March 29th. If you know anyone that would be interested, please spread the word. There will be an online application.
 - There is a link for this that has yet to be made available.
- Lola added that the ASCWU election filing for candidates opens tomorrow. The more people that apply to these student leadership positions, the better. There's a lot of big topics coming next year. It would be great to give students options and get more involvement.

New Business:

A. Review of Annual Financial Reports & Program Reviews

a. ICA Club Travel

- 1. ICA is no longer a thing and is now RSO, which is relatively new. They fund club activities particularly club travel, so a club is able to request funds via a funds council, which is overseen by SLICE. They provide money to go and pursue activities related to their club and to academics.
- ii. Questions and Feedback
 - 1. Xander asked about fiscal year 23. There's a \$83,000 transfer fund out which looks like a roll back from unspent funds?
 - a. Erin stated that Xander is correct and most of that is a carry forward from the previous year. If you look at the bottom

of the 22 actuals, they began the year with \$105,000. Most of that was from the prior year when \$90,000 rolled forward. The numbers given are accurate. It would represent what was not spent on club travel. But this is related to COVID travel being low. Program reviews show that it's related to travel because one of later things ramping up. The majority of that was related to that first year of the quadrennial cycle. We see that they expensed in 23, they expensed more than what they were allocated. Part of that is that prior year, so we assumed that the first year is when everything was ramping back up.

2. Nick has no questions for this review but appreciates all the event details and statistics.
 - a. Xander added that he also appreciates the statistics and the details in this program review.

b. Campus Events

1. They host a large portion of the activities on campus: Monday movie madness, open mic nights, a large portion of the week of welcome events: paint party, speed friending events, large indoor movie in McConnell. They host a lot of large scale events that often get a lot of students, particularly in the first quarter of the year.

ii. Questions and Feedback

1. Xander noted that they ended fiscal year 23 with a negative \$18,000 balance. Why is this?
 - a. Erin would have to go back and look at some of the spending. She does not know why that one might have been overspent as it could have been a variety of things. They rolled back almost \$50,000. She thinks this would have been adjusted in the prior year. They made up for that this year. If we look back, we could probably see some of it in the discussion. This tends to happen sometimes when they overspent and make up for it in the past. This was back when it was normal to move forward balances.
2. Erin added that it looks like in the first year they had a lot higher staff wages. Her assumption would be that part of that is when you compare to 23, you see that they either did not fill a position or they moved some salaries out. That would be where the big swing on that one would be.

c. Office of Student Involvement

1. A couple of years ago CLCE and the Office of Student Involvement Combined to become SLICE. This is when they were Office of Student Involvement and they were paid out of a different budget than the other parts of SLICE. This is what puts on the club events. The exterior puts on club related events and pays for the staff that puts on those club related events.

ii. Questions and Feedback

1. None.
- d. SLICE - CLCE
1. Was CLCE before it merged to become SLICE. Handles the leadership development and community engagement activities. Spring Day service event in the spring put on by SLICE and the office specifically the community engagement arm of SLICE. Leadership does a lot of cool things like yesterday there was a women in leadership panel in SURC the ballroom which was really fantastic. So, leadership is about leadership development and community engagement is about volunteer opportunities and connecting students with their community.
- ii. Questions and Feedback
1. Xander inquired about the budget issues with SLICE, which occurred earlier this year. They were way over where they were supposed to be budget wise. Looking at the fiscal year 23 it shows a projected beginning balance of \$300,000 pre-allocation. He is curious as to why there was a lot of budget difficulties say this year. He is guessing that they transferred all of that \$300,000 out
 - a. Erin added that she is not too sure about the current year's budget difficulties she is not sure as wages are going up. Budgets are going down and there are some sort of adjustments that need to be made. She recalls an intentional decision was made to bring forward part of this balance because it was going to be related to CAT Camp. Then there was a supplemental request that was made by the director last year to take some of the forward moving money to reallocate them back to CAT Camp. This was not approved, so it rolled back into S&A. There were a variety of different wages in each one. They could move people around. In this particular case that \$300,000 was related to that. She believes that this was the budget that the request was made from.
 - b. Erin will verify this before the next committee meeting. If there is any information missed she will address it then.
 2. Jake loves the logistics and demographics put into this program review.
 - a. Xander added that there is definitely a lot of information put on there.
 - b. Jake noted that it is nice to see because you do not know if there's not always an easy way to find this information.
 3. Jared noted that he recalls the CAT Camp vote, which matches his recollection for SLICE.

Old Business

None.

Public Comment – Second Call

- Erin wanted to thank everyone for their time and dedication. She hopes that they have a lot of luck on finals week and find a lot of success. Have a great spring break!
- Mia wanted to remind everyone that there is daylight savings this Sunday and good luck for finals week next week. She manifested that everyone will get a 100% on everything.
- Jared commented when doubt, go with the tried and true method by answering every question with the letter C.
 - Xander noted that C is always right 110% of the time.
 - Jake noted that most of his finals are not multiple choice he might be out of the luck on that one
 - Xander joked that he would write the letter C.
 - Jared noted that as a computer science programmer he could use the language of C.

Adjournment:

MOTION: Jared made a motion to adjourn the meeting at 5:35PM. Jake seconded the motion. 2 (yes), 0 (no), 0 (abstentions)

Our next meeting will be March 28, 2024 (online) at 5:00pm.
Check out our website at www.cwu.edu/services-activities