

Services and Activities Committee
Meeting Minutes
December 6, 2024

Called to order:

Eli called the meeting to order at 3:32 pm.

Attendance:

Erin Sargent, Mia Young, Nicholas Villa, Eli Alvarado, Ian Seymour, Yahir Calderon Sotelo, Nick Moreno, Robbi Goninan, Oscar Martinez

Absent: André Cordeiro Munhoz Soares

Guests: Lynn Bethke, Verónica (Vero) Gómez-Vilchis, Manuel Rodriguez, Tommy Ferandez, Lola Gallagher

Agenda:

MOTION: Ian made a motion to approve the agenda from 12/6/24. Nick V seconded. Motion Carried. 4 (yes), 0 (no), 2 (abstentions)

Minutes:

MOTION: Ian made a motion to approve the minutes from 11/22/24. Nick V seconded. Motion Carried. 4 (yes), 0 (no), 2 (abstentions)

Reports

I. Chair:

a. None.

II. Advisors:

a. Erin reported the supplemental tracking spreadsheet was updated to be easier to read the committee report. The beginning balance for the supplemental funding was \$225,347 and the committee recommended \$115,895.67 in request so their remaining budget is \$109,451.33. Today we received approval from Joel the CFO for all of them.

III. ASCWU:

a. Nick V reminded everyone to submit the WhenisGood form, which determines their Winter 2025 availability. So far, the only time that is completed for that is Friday's at 5PM. Keep in mind that there is a new member that has been approved

Communications Received

None.

Public Comment

A. Robbi noted that once the committee has the schedule done to prepare for base funding deliberations in January. Everyone submitted their requests on time, and we received 2 new base funding requests for the next quadrennium. January, February, and some of March the committee will be listening to the presentations and asking questions. The

committee will set aside time for deliberations that will be done with just the committee. The committee will use Erin's base funding requests as their training to provide tools and think of things to consider and ask.

- a. Robbi asked the chair for input to print each base funding request, annual financial report, and program review so that they have what they are requesting now and how they used the funding last year for context as to how they used their funds. If they have questions, she is happy to create binders and labels for the committee.
 - i. Ian and Nick V would like that.

New Business:

A. Supplemental Funding Request – Presentation

- a. 2509: Museum of Culture & Environment- \$12,000

Presented by Lynn Bethke

- i. This is the collections manager there in Dean Hall, which means they take care of the stuff that they have. They are also the only full time employee
 1. This is their first supplemental funding request. They have had base funding for 2 quadrennium cycles now.
- ii. They are requesting funding for a travelling exhibit that they usually do once per year, which they can normally do within their regular operating budget. They are requesting \$12,000 to support the costs of bringing *Roots of Wisdom: Native Knowledge, Shared Science* to CWU
 1. She referred to the handout which exhibits more photos and the exhibit brief that the exhibit organizer gave/created.
- iii. Their mission statement is to work with diverse communities to create opportunities for lifelong learning that foster self-discovery, global citizenship, and environmental stewardship.
 1. They are working with a lot of the pieces that the university's interested in working with
 2. Established mission statement in 2008
- iv. They are in Dean Hall; they are open from Wednesday – Saturday from 10AM – 4PM during the Academic Year
 1. They have 3-7 exhibits per academic year (Usually a new one every quarter)
 - a. It's a small space, which is why they try to keep something new and interesting happening
 2. They host 3-5 special events per quarter, related to exhibits, current events, student interests, etc.
 - a. Sometimes they just host as the location
 - b. They have an event right now, which is a reptile encounter collaborating with biology.
 3. They have 1 Part Time Faculty Director, 1 Full Time Collections Manager (Lynn Bethke), 1 – 2 Part Time Graduate Assistants (1 this year), 2 Part Time Desk Staff (S&A Funded Positions), 0 – 5 Museum studies interns per quarter
 - a. Their capabilities are predicated on that
 4. They have a permanent collection of over 10,000 artifacts

5. They opened to the public in 2009 and has hosted over 75 exhibits and more than the 200 events since that time
 - a. Average visitation is about 2,800 a year give or take
- v. Roots of Wisdom is a travelling exhibit from the Oregon Museum of Science and Industry (OMSI). They curated and developed the programming and put it all together sending to different museums around the country (e.g. New York State).
 1. This exhibit is native knowledge and shared science, which works nicely with what the museum is interested in doing
 2. This highlights how diverse Native American and Hawaiian cultures are improving the world using their traditional knowledge in conjunction with cutting-edge science and technology.
 - a. The exhibit not only tells the story for native groups; it's telling what is in our region.
 - b. This includes sections featuring the Tulalip Tribes and the Confederated Tribes of the Umatilla Indian Reservation.
 3. This exhibit was cross culturally developed and features the voices of indigenous elders and youth.
 - a. Works with the tribal groups in the development of the material
- vi. While the MCE regularly brings high quality travelling exhibits to CWU *Roots of Wisdom* is special. They are usually bring in exhibits within the \$4,000 - \$6,000 price range. This usually gets them very nice 2-dimensional photography exhibits. They do amazing things with loggers and fire in the PNW. Last year they worked with 4H kids and their animals, which works with the region to create.
 1. It gives voice to indigenous stories
 - a. There's a science portion that overlaps with the culture all in one great package.
 2. This exhibit offers lots of hands-on learning
 - a. Weaving interactives for every segment. There's at least one thing where you are working with your hands and interacting and learning through doing a bit.
 3. Offers opportunities for students across campus to engage – education, American Indian studies, anthropology and Museum Studies, Biology, Sustainability, Environmental Science, Science Education, and beyond
 - a. There are opportunities for student's individually and through classwork to also interact with this exhibit and find it useful
- vii. OMSI has reduced their usual fee from \$30,000 plus shipping to \$12,000 including shopping to make this possible.
 1. OMSI is happy to bring this to a region that does not have easy access to as many major museums as metropolitan area does.
- viii. Planned Programming
 1. The exhibit will take place in the museum gallery from January 18th – May 3rd

- a. They are planning programming around it
- 2. The programming is not funded by this request but the request helps them put funds in reserves to facilitate this
- 3. Their opening reception is Jan 23rd at 5:30PM
 - a. Everyone is invited
- 4. Spanish language tours / activities on the last Saturday of every month partnering with APOYO
 - a. Headed by their Graduate Assistant who has translated this exhibit with the approval of OMSI
 - b. Hoping to partner with multiple student clubs to make really exciting community days
- 5. Panel discussion featuring local trial representative, but this is still in the planning process
- 6. Possible basket making workshop
- 7. Weekly craft activities
- 8. And more! Talking with student clubs about collaborative events
 - a. They are excited to plan more
 - b. Because they have this through April they have time for people to see it and plan with them

ix. Questions/Comments

- 1. Erin referred to their CatPlan report for their budget. It seems that there are programming funds budgeted for January. Is that part of this event?
 - a. No, those funds are reserved for their next year's traveling exhibit. When choosing exhibits for every year, down payments are required.
- 2. Erin asked if there was a down payment made for this year's exhibit?
 - a. No, they have a purchase order, but they have a backup plan if this does not work out.
 - i. It is coming to Central and being paid for. The support from S&A would give them the ability to use those funds have been ear marked elsewhere to help with the programming.
 - b. Compensates travel for travel partners.
- 3. Ian asked about their backup plan.
 - a. They have a foundation account, which they could take out for a onetime draw down from it. It would be significant portion from that account.
- 4. Eli asked if the planned programming would call them extra money?
 - a. No, they have no plans for that.
 - b. One thing they cannot guarantee is the basket making workshop. It depends on the artist they select to work with and whether they would charge a fee larger than the museum is able to cover.

- c. The goal is for the museum to cover the costs for participants. Visiting for most of their events are free.
- 5. Ian asked what kind of traffic they get from exhibits like this.
 - a. It varies. Something like this is pushing it. They hope for 1,000 – 1,5000. For Fall quarter they are north of 800 for their visitation, which is about their average for fall. Winter tends to be quieter.
 - i. They hope to get support from Public Affairs to get the word out and possibly get some schools in
- 6. Eli asked how many of those students, that are visiting, are unique different students.
 - a. They don't track that information. They count based on hourly and do not have a way to track repeat visitors.
- 7. Nick V thinks it would be great to have at central as we are very diverse, we are actively preparing to become an HSI due to enrollment, and this falls under the CWU mission to be inclusive.
- 8. Nick V asks if there was a certain bare minimum amount to do this?
 - a. \$12,000 is the total cost. The lowest alternative amount to support programming would be \$4,000. It would require them to use these programming differently to support these events rather than what the actual request was for.
- 9. Oscar asked what is the admission cost for non-school members? Also, would you consider making workshop event?
 - a. There are no admission costs for anyone in the community. Unless you count parking.
 - b. They would love to make workshop events. That basket has the potential to be made into a workshop. If there were other appropriate workshops they would be interested in them.
 - i. They are open to ideas, so if you have any come to them

MOTION: Ian made a motion to recess for 2 minutes. Nick V seconded the motion. 5 (yes), 0 (no), 1 (abstentions)

Old Business

A. Supplemental Funding Request – Deliberation and Decision

- a. 2508: USHLI 2025 Conference - \$11,445.68

MOTION: Nick V made a motion to approve the USHLI 2025 Conference funding request for \$11,445.68. Ian Seconded the motion.

- i. Eli noted from last week's meeting minutes, it is a Hispanic leadership conference in Chicago, which focuses on empowering Hispanic students education, leadership, research, and student engagement. They have participated in this for 9 years, except for their COVID era. It's about networking leadership skills and building contents
 - 1. The total cost for this trip is \$38,191 with 21 students and 4 staff attendees. CAMP/TRIO will be funding 15 students and 2 staff,

which accounts for approximately 60% of the cost. The additional funding of \$3,954 comes from the David Wain Coon Leadership Endowment (10% of the total cost). They are requesting a remainder of \$11,45.68 which is 30% of their total cost.

2. Last time they talked about this they talked about their application process and how it's going to be more open.
- ii. Ian thinks it's good to have an open application for more students beyond CAMP/TRIO. This is quite a bit.
- iii. Yahir thinks this is a great thing especially if CWU is becoming an HSI. It's good for students to be leaders and learn more.
- iv. Nick V thinks this is a great program as we are becoming an HSI. Sending students to the conference is one way to play into that. It would help them develop their leadership skills. This has been an ongoing thing of having at least 20-25 students go. They give testimonies back sharing what they have learned to other students on campus. The presentations are beneficial.
- v. Eli knows that there is an impact because the students that go are the most affected.
 1. Nick V notes that they give testimonials to different bodies on campus.
 2. Eli thinks it would be more impactful to have them do workshops surrounding what they learned.
 3. Nick V had a similar thought, but it's tough since they are also students with a busy Spring quarter. He would look like to see a combination of something else. As they present maybe it would be good to hear about how many students are affected by this. They could track how many students are in attendance and present and give to those communities in a broader sense
 4. Ian agrees since it has potential to benefit a wide range of people.
- vi. Eli asked Nick V which areas of the university they did talk to last year.
 1. Nick V believes it was ESC orgs and MECHA but they separated and did a presentation addressing all general students. Holistically regarding how many bodies they hit he doesn't know specifically but he knows they hit quite a few
 - a. Student organizations, partners that funded, and BOT (Board of Trustees)
- vii. Eli clarified that if they approved this request they would not be in the 6 figure in their supplemental, they would be down to 5 figures.
 1. Yes, just under. Erin noted that last week when they gave them their number, she gave the wrong number because she was looking at the first one which was a \$18,000 re-allocation and she did not add the negative to that. She did make an error but yes they have \$109K and this would put them at just under \$100K.
- viii. Oscar asked if this program specifically just for Hispanic culture or anybody could participate.
 1. Eli understands that it's open to more than just Hispanic students on campus. We are also opening this up to other satellite campuses as well. All students are eligible to apply. Anyone can participate.

- ix. Oscar asked for clarification regarding funding for the program that is taking them to the conference? Or is this a school thing that's being offered? He's trying to understand.
 - 1. This is funding for a conference so they can pay for food, lodging, travel expenses, and registration. There's a lot of different factors that contribute to their attendance to the conference.
 - 2. Robbi added that they are not asking S&A for the full amount as they have other sources of funding. This would just fund the portion of students that are attending
 - 3. Robbi noted that there is a combination of funds they are receiving this is just opening up the application for others not in this group
- x. Nick M thought that this was specifically targeted as anyone with a Hispanic background and not everyone. Is that accurate or are they taking anyone from any sort of background as long as they are from Central
 - 1. Although this conference is tailored towards Hispanic leadership and education within that, they are targeting all types of students at Central.
 - 2. The intent is to do outreach for students that identify within the Latino Community. In the past they have taken students that didn't identify within the Latino community who were interested in going to the conference because they want to be allies and friends and support the Latino community. A big thing of the conference is empowering Latino students which is specific content. They do take other students who are interested in going.
 - 3. CAMP and TRIO groups fund students to go that might not be Latino. Not all first generation students are from the same student background.
- xi. Eli clarified that they market to Hispanic students first and then the general student body.
- xii. Ian is more inclined to partial fund. He thinks it's very beneficial. Not having hard numbers gives him a hard time judging against other instances where partial funding was prevalent.
 - 1. Nick V agrees but they could ask for those hard number and if the numbers don't relate to that this year then next year's S&A group can vote not fund this again.
- xiii. Oscar read that they've been doing this for 9 years. Has it always been Hispanic or is this the first year they re doing it specific Hispanic?
 - 1. It was actually 7 years they've been taking people
 - a. For 3 years they had a virtual conference in which they still organized a space for students to participate. They did not physically go but maintained those connections.
 - 2. Manuel explained that they've always tried to make this process as inclusive as possible for all students. Although mission of the conference is Hispanic serving and Hispanic leadership, they've taken a great number of non-Hispanic identifying students as allies for inclusivity perspective. It's always been to structure to

encourage LatinX/Hispanic students to attend but it is not exclusive of others as well.

3. Latinos have always been a part of the process from the first year
- xiv. Oscar asked if this was the first year or have they been doing this for 9 years? Do they get the funding for every year?
 1. Vero noted that the first year they had to fundraise among the colleges. The second year they were not allowed to do that per a directive from the provost at that time. After that they went to S&A for funding. Things were better financially. S&A funded multiple years to cover students and the staff. After COVID hit they experienced push back to fundraise and had to figure out how to take the students to the conference.
- xv. Erin clarified. USHLIE is generally the H is for Hispanic. It's always been directed primarily at that group. In all of the years that they've gone it has been the same population that's been going. It's Hispanic students and those allies that support them so that part has not changed.
- xvi. Eli asked how much it costs per student to attend?
 1. \$1,300
- xvii. Is the cost for staff the same as a student?
 1. Not quite, it's a little more for staff. Students get discounted registration whereas staff don't. They prioritize getting more students registered by also applying for early registration.
- xviii. Ian thinks it's a good thing to have Central representation at conferences. It helps the university in a broad way too.

MOTION: 5 (yes), 0 (no), 1 (abstentions)

Public Comment – Second Call

- A. Erin commented that this is our last meeting for the month until January and after the holidays. She wishes them all a wonderful long break and happy holiday's however you spend them. Thank you for all your hard work so far this year. Please come back.
- B. Nick V has been working on gathering more students to serve. He reached out to Faculty Senate to see if they could provide any new students that they think would benefit to be on there a well if they would allow him to speak or help advertise to S&A.
 - a. Jan 22nd Nick V will be coordinating another event for committee recruitment. This will be called *Stir the Pots With Committees* and there will be soup 9-12PM
 - i. If anyone would like to represent S&A at this, please reach out to Nick
 - b. ASCWU has the form for those interested on their website. The form is linked here: https://cwu.co1.qualtrics.com/jfe/form/SV_cBAigMeeavFH4fX

Adjournment:

MOTION: Ian made a motion to adjourn the meeting at 4:21PM. Nick V seconded the motion. 5 (yes), 0 (no), 1 (abstentions)

Our next meeting will be January 10, 2025 (SURC 301) at 2pm.

Check out our website at www.cwu.edu/services-activities