

**Central Washington University  
Services & Activities (S&A) Committee  
Public Meeting Minutes**

**Date:** February 27, 2026

**Location:** SURC 301 or Zoom

**Time Called to Order:** 3:02 p.m.

---

## **1. Call to Order**

The meeting was called to order at 3:02 p.m. by Chair Matheson.

---

## **2. Attendance**

### **Committee Members' Present:**

- Chair Matheson
- Committee Member Cordon
- Committee Member Baird
- Parliamentarian Haley

### **Committee Members Absent:**

- Vice Chair Heru Sematawy
- Committee Member Abby Tutuko
- Committee Member Aeros Spangenberg

Quorum was established.

### **Advisors and Staff Present:**

- Candace Walsh, Manastash & Lion Rock
- Veronica Gomez, Vice President for Student Engagement & Success
- Ruben Cardenas, Associate Vice President for Student Engagement & Success
- Nicole Martinez, Lion Rock, Intern
- Mark Goodenberger, Chair, Music Department

- Shannon Martin, Music Department
  - Teresa Larson, Music Department
  - Elliot, KCWU 88.1 The 'Burg
  - Tommy Skaggs, 88.1 The 'Burg
  - Andrena Delgado, 88.1 The 'Burg
  - Emilio Gonzales, ASCWU
  - Chris Schedler, English Department
  - Jordan Cagel, Manastash writer
  - T Andre Feagin, Pep Band Director (virtually)
- 

### **3. Approval of Agenda**

A motion was made and seconded to approve the agenda.

**Motion passed unanimously.**

---

### **4. Approval of Previous Meeting Minutes**

A motion was made and seconded to approve the previous meeting minutes.

**Motion passed unanimously.**

---

### **5. Reports**

#### **Chair's Report**

No report.

#### **Advisor Reports**

Advisors provided the following updates:

- **Presentation Guidelines Reminder:** Base-funded areas presenting during the meeting are allotted 10 minutes for presentation and 10 minutes for committee Q&A. Any extension requires committee approval.

- **S&A Fee Guidelines Update:** The President has approved updated S&A fee guidelines. Changes include:
    - Updated administrative titles (e.g., VP for Student Engagement & Success).
    - Updated Student Government nomenclature.
    - Introduction of a one-week “cooling-off period” following preliminary budget recommendations. During this period, departments may respond to recommendations if clarification or corrections are needed. Final recommendations will then be submitted to UPAC.
  - No updates were provided from ASU.
- 

## 6. Communications Received

- **The Observer:** Submitted a response regarding increased spring printing (from 5 to 8 editions). Due to limited time (one academic quarter), insufficient data is available to evaluate the impact.
  - **SLICE Supplemental Request Update:** SLICE reduced its supplemental funding request from \$24,000 to \$15,500, reflecting an \$8,500 reduction after securing foundational funds to support the leadership conference. Adjustments include moving certain goods and services from the SLICE budget to the club travel budget.
- 

## 7. Public Comment

First call for public comment was opened. No public comment was made.

---

## 8. Motion to Extend Meeting

A motion was made and seconded to extend the meeting by one hour.

**Motion passed unanimously.**

---

## 9. New Business – Base Funding Requests

---

**CWU Pep Band**

**Presenter:** Dr. T Andre Feagin, Associate Professor of Music and Director of Bands

Dr. Feagin presented on behalf of the CWU Pep Band.

### **Overview**

- The Pep Band is an extracurricular organization housed within the Department of Music.
- It is not an academic course and is open to music and non-music majors.
- The ensemble serves as a musical ambassador at athletic and university events.
- Current structure: 32-member audition-based ensemble aligned with NCAA tournament size requirements.

### **Funding Request**

- **\$14,282 annually**
- **\$57,128 over four years**
- Represents a 23% reduction from a prior \$18,000 request.
- Budget breakdown:
  - \$12,400 – Student payroll
  - \$372 – Payroll benefits
  - \$1,500 – Goods & services (music licensing, uniform/apparel, equipment replacement)

Dr. Feagin noted that prior budget reductions have decreased ensemble size. Funding primarily supports student employment.

### **Committee Discussion**

- **Music Licensing:** Purchased licenses remain valid for CWU performances indefinitely but are non-transferable outside the institution.
- **Academic Separation:** The Pep Band operates independently from academic coursework.
- **Budget Reduction Rationale:** Reduction aligns with NCAA 32-member tournament band model and budget constraints.
- Clarification provided that funds are used for student stipends, not travel.

Dr. Feagin emphasized the ensemble's contribution to university spirit and student engagement.

---

## **Music Department – Student Travel Funding**

**Presenter:** Mark Goodenberger, Chair, Music Department

### **Overview**

The Music Department requested base funding for student travel, emphasizing its role in professional preparation, recruitment, retention, and institutional visibility.

Travel supports:

- Conferences (e.g., National Association of Music Education events)
- Festivals and competitions
- National and international invitations
- Cultural immersion experiences

### **Historical Funding Context**

- Prior S&A travel allocation: \$63,000 annually.
- Overall S&A music funding has declined significantly since 2016 (previously exceeding \$140,000).
- Travel funding was removed during the last quadrennial cycle.
- This request represents reinstatement of a dedicated student travel allocation.

### **Key Points Presented**

- Travel is considered a high-impact educational practice.
- Provides access to professional networks and hiring pipelines.
- Enhances experiential learning and institutional reputation.
- Students increasingly rely on fundraising due to inflation and reduced funding.
- Department has increased course fees to offset losses but reports financial strain on students.

### **Examples of Travel**

- Invitations to perform at Carnegie Hall.
- South Korea (83 students; externally supported through fundraising and donations).
- Italy and Spain.
- Jazz performance in New Orleans at a national conference.

Travel participation is based on:

- Invitation status.
- Available funds.
- Ensemble size.
- Event visibility and professional value.

### **Committee Discussion**

- Clarification that this is a new request under the Music Department rather than marching band.
- Department representatives explained selection processes and financial mitigation strategies, including Give Central campaigns and community fundraising.

### **Music Department – Student Travel Funding (Continued Discussion)**

#### **Fundraising and Supplemental Support**

- Some ensembles are structured as clubs and request funding through Club Central.
- Additional funding may be requested from the College of Arts Dean; however, those funds are competitive.
- Ensembles conduct outreach clinics at high schools for recruitment and community engagement.
- The Percussion Club conducts weekly fundraisers (e.g., food sales) to support travel to the Northwest Percussion Festival.
- Additional support has been generated through:
  - Give Central campaigns
  - Faculty showcase concerts with donation-based contributions

- Student out-of-pocket payments
- Ongoing fundraising initiatives

### **Travel and Academic Connection**

In response to committee inquiry:

- Travel experiences are generally not graded and are not course-credit dependent.
- Concerts may be ticketed; however, travel itself is considered an opportunity rather than an academic requirement.
- Ms. Martin clarified that she manages financial matters and does not determine participation criteria.

### **Budget Justification**

- The requested funding amount was based on the historical allocation of \$63,000.
- The department anticipates possible reductions and selects the historical figure as a starting point.
- A breakdown of travel funding received by music clubs through Club Travel can be provided to the committee upon request.

The committee thanked the presenter for the information.

---

### **KCWU 88.1 The 'Burg Base Funding Request**

**Presenter:** Tommy Skaggs

**Organization:** KCWU 88.1 The 'Burg

Mr. Skaggs presented the base funding request on behalf of KCWU.

#### **Overview**

- FCC-licensed, student-run, professionally managed radio station.
- Operates two stations (FM and online-only).
- Four studios on campus.
- Open to all students regardless of major.
- Radio presence at Central dates to the 1950s.

## **Staffing**

- 3 professional staff members.
- 8 paid student staff (significantly reduced from prior years).
- On-call DJs for event coverage.
- Approximately 72 active volunteer show hosts (54 weekly shows).
- 43 students completed DJ training this academic year.

Students are paid minimum wage and average approximately 15 hours per week.

## **Campus and Community Engagement**

- Provides live event support (120+ events in FY24; 70+ to date this year).
- Produces Public Service Announcements (51 campaigns so far this year).
- Daily “Hype Minute” collaboration.
- Social media engagement averaging approximately 98,000 views over a 90-day period.
- Community partnerships and underwriting agreements.
- Listener surveys conducted annually.

## **Technology and Compliance**

- Pays performance rights organizations (ASCAP, BMI, CSAC, GMR, Sound Exchange).
- Maintains FCC compliance.
- Proactive equipment replacement is limited due to budget constraints.
- Recent broadcast interruption occurred due to equipment failure.

## **Recognition**

- Award-winning station, including national recognition in 2015 and 2022.
- Recent promotional award in New York City.
- Alumni placement in professional broadcasting roles.

## **Budget Request**

- **\$451,153** in base funding.

- **\$20,000** projected self-support revenue.

### **Committee Action**

A motion was made and seconded to extend the presentation time by three minutes.

**Motion passed unanimously.**

### **Committee Discussion**

Key discussion points included:

- Engagement expansion to Yakima and satellite campuses.
  - Sustainability of funding without future supplemental requests.
  - Increased goods and services cost due to licensing fee increases.
  - Staffing reductions over recent years and reliance on state work-study.
  - Potential addition of an engineering-focused student position if funding permits.
- 

## **WSRN – Wildcat Sports Radio Network Base Funding Request**

**Presenter:** Tommy Skaggs

**Organization:** Wildcat Sports Radio Network

### **Overview**

WSRN provides sports broadcasting coverage including:

- Football (play-by-play, pregame, halftime)
- Men’s and Women’s Basketball (home games)
- “The Rundown” sports show

Past coverage has included additional varsity and club sports.

### **Staffing**

- 2–3 paid student staff members.
- Rotating volunteers.
- Dependent on KCWU equipment and broadcast infrastructure.

### **Collaboration**

- Works directly with CW Athletics.

- Access to press row and press box.
- Student broadcasters have advanced to paid positions within Athletics.
- ESPN and CBS Sports highlights exposure.

### **Listener Engagement**

- Listening increases during live sports broadcasts.
- Provides free access to athletic coverage otherwise behind paywalls.

### **Budget Request**

- **\$7,200** (student salaries only).

### **Committee Discussion**

- Ideal staffing model would include 4 students per major event (including engineering support).
- Funding expansion would allow coverage of away games and additional sports.
- Current request represents operational minimum.

---

### **Recess**

A five-minute recess was taken.

The meeting was reconvened at **4:17 p.m.**

---

### **Manastash Creative Writing Journal Base Funding Request**

#### **Presenters:**

Dr. Candace Walsh (Faculty Advisor)

Jordan Cagle (Managing Editor)

Chris Schedler (English Department Chair)

**Organization:** Manastash Creative Writing Journal

#### **Overview**

- Established in 1990.
- Oldest continuously published student journal at CWU.

- Publishes undergraduate and graduate student creative work.
- Annual spring publication with launch event during SOURCE.

### **Participation and Impact**

- 223 submissions received this year (164 poetry submissions).
- Students serve as contributors, editors, designers, and promoters.
- Publication provides professionalization and portfolio development.
- Open to students across all majors.

### **Recruitment and Institutional Role**

- Used during orientation and preview events as a recruitment tool.
- Promotes sense of belonging and creative opportunity.
- Distributed in print format; presenters emphasized importance of physical copies.

### **Editorial Process**

- Structured editorial teams (fiction, nonfiction, poetry).
- Blind ranking and collaborative selection process.
- Word count limits for prose (2,000 words maximum).
- Focus on constructive and compassionate feedback.

### **Future Goals**

- Increased print run beyond 100 copies.
- Expand digital presence.
- Support student attendance at publishing conferences.
- Enhance promotional outreach.

### **Historical Context**

- Supported by S&A funding since 1998.
- Previously produced via photocopy and staple prior to funding.

### **Committee Discussion**

- Marketing efforts include classroom visits, email campaigns, themed issues, and website promotion.
- Additional funding would support expanded outreach (e.g., flyers).

### **Lion Rock Visiting Writers Series Base Funding Request**

**Presenter:** Dr. Candace Walsh (Faculty Advisor)

**Program:** Lion Rock Visiting Writers Series

**Institution:** Central Washington University

#### **Program Overview**

Ms. Walsh presented on behalf of the Lion Rock Visiting Writers Series, a free, year-round literary program serving CWU students and the broader community. The program hosts critically acclaimed authors from across the country and operates in hybrid format (in-person and zoom) during fall, winter, and spring quarters.

The program engages students as:

- Readers and audience members
- Emcees and moderators
- Interviewers and press writers
- Interns and event support staff

Ms. Walsh reported that the most recent event featuring David Haynes included:

- 78 in-person attendees
- 60+ Zoom attendees
- Ongoing recording viewership
- 18 books sold and signed (out of 20 stocked)

She noted that the hybrid format allows online students to participate and helps reduce feelings of disconnection from campus experiences.

#### **Student Involvement**

Students participate in:

- Event promotion and marketing

- Building and maintaining mailing lists
- Conducting author interviews and drafting press releases
- Serving as MCs and Q&A facilitators
- Assisting with event setup
- Reading creative work alongside visiting authors

Press releases were republished in local media, including front-page coverage in The Daily Record.

Ms. Walsh emphasized the professional and developmental impact on students, including:

- Increased confidence in self-expression
- Greater cultural literacy
- Career clarification and mentorship exposure
- Emotional growth and empathy development
- Exposure to diverse voices and interdisciplinary topics

### **Upcoming Spring Writers**

The spring lineup includes:

- Elizabeth Bradfield
- Nora Wendell
- Sonora Jha

Ms. Walsh noted that invited authors represent interdisciplinary professional backgrounds (journalism, architecture, environmental studies, maritime work), expanding relevance beyond English majors.

### **Academic Relationship**

A course may read visiting authors' work; however:

- Attendance is not course dependent.
- No course fees are associated with the series.
- Tuition compensates instructors separately.
- S&A funds do not support academic coursework.

## **Funding Request**

The program requested **\$10,000 annually** to:

- Provide fair honoraria for 5–6 visiting writers per year.
- Cover travel costs for out-of-region speakers.
- Maintain a balance between national and regional authors.
- Sustain hybrid programming.

Honoraria for long-distance writers begin at approximately \$1,500 and are supplemented through partnerships.

## **Additional Funding Sources**

Ms. Walsh reported supplemental support from:

- CWU Student Engagement & Success
- The President's Office
- Departmental collaborations
- Regional partnership exploration
- Future grant-seeking efforts

She noted that base funding is necessary to ensure reliability when securing high-quality speakers.

## **Attendance Context**

Pre-pandemic attendance averaged approximately 150 participants per event. Current attendance trends show:

- 70+ attendees at recent readings
- 20+ attendees at craft talks
- Increased engagement following in-person return

The presenter indicated plans to expand outreach through:

- High school and community college partnerships
- Multicultural Center collaboration
- Expanded mailing lists

- Regional educator engagement

### **Committee Questions and Discussion**

Committee members raised questions regarding:

- Justification for full funding amid competing S&A priorities
- Sustainability if partially funded
- Broader fundraising strategies
- Data reporting for attendance and participation metrics

Ms. Walsh stated that if funding were reduced:

- Programming would continue.
- Greater reliance would be placed on Zoom events.
- More regional (lower cost) authors would be scheduled.
- Overall scope would be reduced but not eliminated.

A follow-up request was made for additional attendance and event data for both Lion Rock and Manastash.

### **Arts and Humanities Context**

Mr. Schedler referenced prior funding reductions affecting arts and humanities programs and emphasized the importance of creative expression, student voice, and professionalization particularly in the context of increased AI-generated writing.

The Committee Chair acknowledged prior budget challenges and clarified that current deliberations are distinct from previous funding cycles. An advisor noted that funding reductions previously affected multiple areas across campus, not solely arts and humanities programs.

---

### **Recess**

The Committee recessed for five minutes and reconvened at 5:08 p.m.

---

### **Old Business – Supplemental Funding Discussion**

#### **SLICE Reallocation Request**

The Committee returned to discussion of a reallocation request from SLICE, reduced from \$24,000 to \$15,500.

The current supplemental budget balance was reported as **\$41,404**.

### **Chair Recommendation**

The Chair recommended:

- Implementing a \$10,000 cap on individual supplemental funding requests exceeding that amount.
- Preserving remaining funds to accommodate anticipated spring-quarter requests.
- Exercising fiscal restraint to avoid depletion of funds before the end of the academic year.

Discussion points included:

- Whether establishing a cap could encourage organizations to request the maximum threshold.
- The need to balance equity across student groups.
- The importance of maintaining reserve funds for future requests.
- The reimbursement structure of club travel and potential for repeated supplemental requests.

Committee members emphasized:

- Stewardship of remaining supplemental funds.
- Avoiding exhaustion of funds before spring quarter.
- Maintaining equitable access to supplemental allocations.

### **Supplemental Funding Deliberations (Continued)**

The Committee resumed deliberations regarding remaining supplemental funding requests. At the time of discussion, the supplemental balance and projected monthly salary savings were reviewed to inform decision-making.

---

### **Club Travel – Partial Funding Motion**

The Committee discussed the previously proposed \$10,000 cap on individual supplemental requests. Members considered whether to implement a hard cap or to evaluate requests individually and partially fund as appropriate.

Discussion points included:

- Maintaining flexibility for emergencies or high-need requests exceeding \$10,000.
- Avoiding the establishment of a strict cap that could limit equitable decision-making.
- Considering partial funding as an alternative to a formal cap.
- The potential long-term budget impact of rounding request amounts.

**Motion:** To partially fund Club Travel at **\$10,000**.

**Second:** Received.

**Vote:** Motion passed unanimously.

---

### **Hype / Publicity – Supplemental Request (\$5,991.30)**

The Committee deliberated the supplemental request for Hype printing and publicity in the amount of \$5,991.30.

Discussion included:

- Whether to fully fund smaller requests or apply proportional reductions.
- The inability of the Committee to direct specific line-item allocations once a flat amount is approved.
- Clarification that funds are reimbursed only for approved expense categories.
- Recognition that Hype had already implemented internal reductions to minimize its request.
- Consideration of potential partial funding in the \$300–\$1,000 range.
- Acknowledgment that unused S&A-generated revenue would roll forward to future supplemental pools.

Committee consensus indicated that the request was reasonable and aligned with supplemental funding purposes.

**Motion:** To fully fund Hype / Publicity in the amount of **\$5,991.30**.

**Second:** Received.

**Vote:** Motion passed unanimously.

---

### **Pulse Magazine – Supplemental Request (\$8,391.13)**

The Committee moved to the previously tabled supplemental request from **Pulse Magazine** in the amount of \$8,391.13.

Discussion included:

- Confirmation that Pulse identified student wages as its top funding priority.
- Committee advocacy for preserving student employment opportunities.
- Review of remaining supplemental balances if fully funded.

**Motion:** To fully fund Pulse Magazine in the amount of **\$8,391.13**.

**Second:** Received.

**Vote:** Motion passed unanimously.

---

### **The Observer – Supplemental Request (\$11,831.72)**

The Committee deliberated the supplemental request from **The Observer** in the amount of \$11,831.72.

Discussion included:

- Printing costs versus student wage allocations.
- Estimated revenue generation based on the number of printed issues.
- Fall quarter revenue data and projected self-support funds.
- Clarification that S&A-generated revenue reverts to the S&A Committee.
- Projected monthly salary savings of approximately \$5,000 through June.
- Estimated remaining supplemental balances under various funding scenarios.

The Committee evaluated multiple partial funding models, including:

- A \$10,000 flat allocation.
- Funding equivalent to five printed issues plus full student wages.

- A compromise amount reflects printing for five issues and preservation of student wages.

After review, a partial funding amount was proposed.

**Motion:** To partially fund The Observer in the amount of **\$9,316.78**.

**Second:** Received.

**Vote:** Motion passed unanimously.

---

### **Second Call for Public Comment**

A second call for public comment was made.

No public comment was provided.

---

### **Adjournment**

**Motion:** To adjourn the meeting at 6:00 p.m.

**Second:** Received.

**Vote:** Motion passed unanimously.

The meeting adjourned at **6:00 p.m.**