

S&A Committee Public Meeting Minutes

Meeting Start Time: 3:05 PM

February 13, 2026, SURC 301 or Zoom

1. Call to Order

The meeting was called to order by Chair Matheson at 3:05 PM.

2. Roll Call

- Chairman Alex Matheson – Present
 - Vice Chair Ba – Present
 - Parliamentarian Rachel – Present
 - Alex C – Present
 - Austin B – Present
 - Aeros S – Absent
 - Abby T – Absent
 - All 3 Advisors in attendance.
 - Lola Gallagher, SLICE
 - Emilio Gonzales, SLICE/ASCWU
 - Jessica Woodall, SLICE
 - Tommy Fernandez, SLICE
 - Rosario Naranjo, Publicity Center
 - Lexi Wicks, Publicity Center
 - Tommy Skaggs, KCWU
 - Ruben Cardenas, SES
 - Hondo Acosta-Vega, ASCWU
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3. Approval of Agenda

The agenda was distributed via email prior to the meeting.

- Motion to approve the agenda: Alex C
 - Second: Bau
 - Discussion: None
 - Vote: Passed unanimously
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4. Approval of Previous Meeting Minutes

The minutes were distributed via email prior to the meeting.

- Motion to approve the minutes: Alex C
 - Second: Bau
 - Discussion: None
 - Vote: Passed unanimously
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5. Reports

a. Chair Report

No report.

b. Advisor Report

The Advisor noted that new business base spending requests would not follow the order listed on the agenda. No formal agenda change was required.

c. ASCWU Report

No report.

d. Communications

No communications were received.

6. Public Comment

No public comment was made.

7. New Business

A. Base Funding Request – Student Involvement

Presenter: Lola Gallagher

Overview

Student Involvement encompasses multiple program areas focused on enhancing the student experience through collaboration, leadership development, and community engagement.

A key initiative discussed was participation in the Anchor Program, aligned with NACE competencies, to strengthen professional development outcomes for student employees and ensure consistency across departments.

Budget Summary

The Student Involvement budget request includes:

- Salary and benefits for two professional staff positions:
 - Assistant Director (Emilio) – oversees club programs and student government advising
 - Administrative Assistant (Millie) – provides administrative and financial support across areas
- Modest goods and services (utilities, phone, office supplies)

Increases from the prior year reflect previously vacant positions now filled and organizational restructuring (transition from a Club Coordinator role to an Assistant Director role).

Discussion Highlights

- Clarification was provided regarding differences between prior year expenditures and current request, attributed to salary savings from vacancies.
- Questions were raised regarding justification for S&A funding allocation.
- Administration emphasized the scope of support provided to over 150 clubs and elected student representatives.

No further questions were raised. The committee moved to the next agenda item.

B. Base Funding Request – Student Leadership, Involvement, and Community Engagement (SLICE)

Presenters:

- Lola Gallagher, Director of SLICE
- Tommy Fernandez, Leadership Program Manager
- Jessica Woodall, Community Engagement Program Manager

A motion was made and seconded to extend presentation time by 9 minutes.

- Vote: Passed unanimously
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Budget Overview

The requested increase reflects:

- Previously received supplemental funding (summer student support, early training, Week of Welcome preparation)
 - Salary adjustments and minimum wage increases
 - Filling previously vacant professional staff positions
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Program Reports

1. Leadership Development (Tommy Fernandez)

Wildcat Leadership Community (WLC):

- 7-week program offered twice weekly
- Focus on the “Four H’s” (History, Heroes, Heartbreak, Hope)
- Requires 6 hours of community service
- Last quarter: 228+ service hours completed
- Participants represent diverse majors and class standings

Power of You Leadership Conference:

- Free professional-style conference
- Includes keynote speakers, breakout sessions, alumni panel, and professional headshots

LEAD Program:

- One-day workshop and applied leadership experience (escape room activity)

Late Night Leadership:

- Speaker series featuring faculty, staff, professionals, and students

Assessment data and student testimonials indicate strong positive impact and leadership development outcomes.

2. Community Engagement (Jessica Woodall)

Program Focus:

- Retention and belonging initiatives
- Free and accessible programming
- Data-informed improvements using surveys and engagement tracking systems

Key Events and Outcomes:

- Winter Blood Drive: 40 units collected; 42% first-time donors
- Boo Central: 100+ families served; 270 student participants
- Holiday Extravaganza (in collaboration with Warefair)
- MLK Week of Service
- Random Acts of Kindness Week
- Involvement Fairs
- Engagement Hub & SWECEY Day (in collaboration with ASCWU)
- Resilience Film Festival (new initiative)

Spring Day of Service:

- 8–10 community partners
- Approximately 200 students

- Estimated 600 volunteer hours

Over 100 community partners are currently engaged, with nine new partnerships formed this year.

Committee Discussion

Budget Clarifications:

- Increase in non-student payroll attributed to previously vacant professional position now filled.
- No net increase in full-time staff count beyond filled vacancies.
- Student payroll includes club facilitation team, marketing coordinator, and administrative student staff.

Budget Structure Questions:

- Committee members expressed confusion regarding separation between Student Involvement and SLICE budgets.
- Administration acknowledged integration across areas and agreed to provide a more detailed breakdown of goods and services by functional area.

Community Service Requirement for Clubs:

- Leadership confirmed plans to reintroduce community engagement requirements for clubs in alignment with leadership development goals.

Extension of Time – SLICE Q&A

A request was made to extend the SLICE presentation and question-and-answer period by five (5) minutes.

- Motion to extend time by five minutes: Chair Matheson
 - Second: Received
 - Discussion: None
 - Vote: Passed unanimously
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SLICE – Leadership Programs Discussion

Budget Impact and Participation

Chair Matheson noted that leadership cohorts and events generally serve approximately 30–50 students per program. She asked how the requested funding level is justified relative to the number of students served.

Tommy Fernandez, Leadership Program Manager, responded that:

- Programs such as Wildcat Leadership Community (WLC) require significant time investment and mentorship.
- Costs are intentionally minimized by:
 - Hosting events in academic buildings to avoid room and technology fees.
 - Securing food discounts (e.g., Domino’s partnerships).
 - Covering transportation and materials so students incur no out-of-pocket costs.
- Materials such as binders, journals, and supplies are provided free to students.
- The program balances growth with fiscal sustainability and responsible stewardship of student fee funds.

Chair Matheson thanked the presenter for the response.

Student Employment

Vice Chair Bay asked how many students SLICE employs annually.

Response:

- SLICE employs approximately 11–12 student staff members per year.
- Hiring occurs annually in spring, with onboarding prior to fall quarter.
- Students work through fall to spring quarter.
- Student staff contribute to facilitation, programming, and behind-the-scenes club support.

A follow-up question asked whether anticipated staffing increases referred to student staff or professional staff.

Response:

- No increase in professional staff is planned.
 - Workload adjustments are managed internally.
 - Leadership meetings (e.g., WLC) are facilitated twice weekly by professional staff, with tasks distributed to student staff to balance workload.
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Minimum Wage Increases and Supplemental Funding

A question was raised regarding anticipated minimum wage increases and whether SLICE expects to request supplemental funding.

Response:

- The current request includes projections for wage increases.
 - Supplemental funding was requested in the prior year for early onboarding training.
 - If the requested funding is approved, SLICE does not anticipate returning for supplemental funds.
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Retention of Student Staff

A question was asked regarding retention rates of the 11–12 student employees and whether staff are encouraged to transition into other opportunities.

Response:

- Students are encouraged to pursue professional development.
 - Some move between specializations within SLICE.
 - Staff may transition into other campus leadership roles (e.g., ASCWU).
 - Professional staff serve as coaches, supporting skill development and career preparation.
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Conclusion of SLICE Item

Robbi Goninan clarified that additional time would need to be extended for further SLICE questions, as two additional areas were scheduled to present under the broader SLICE umbrella.

No further extension was requested.
SLICE presenters were thanked.

Campus Activities Base Funding Request

Presenter: Grace Pearsons, Program Manager for Campus Activities

Program Overview

Grace Pearsons presented the Campus Activities budget request, emphasizing:

- Campus Activities hosts 1–5 events per week.
- Programs aim to increase belonging, retention, mental health, GPA, and degree completion.
- Examples of weekly programming include:
 - Nintendo Switch tournaments
 - Open Mic Nights
 - Movie Nights
 - Crafting events
 - Bingo
 - Dungeons & Dragons nights
 - Trivia and board game tournaments

The budget supports:

- Goods and services associated with frequent programming
- One professional staff salary
- Five student staff salaries

Campus Activities has eliminated student ticket fees for most events, citing that students already fund programming through S&A fees.

Attendance and Growth

Grace Pearsons presented attendance data indicating:

- Increased participation at homecoming comedy shows
- Growth in open mic night attendance (nearly quadrupled since 2022)
- Higher average movie attendance
- Approximately 300 attendees at a recent jewelry bar event
- Approximately 600 attendees at Rocky Horror Picture Show

Due to increased attendance, two additional student staff were hired.

Campus Activities – Committee Questions

Educational Value of Programming

A committee member asked how events such as Nintendo Switch Night promote student growth.

Response:

- Events foster social connection.
 - Students initially sat separately but gradually formed groups, exchanged contact information, and built friendships.
 - Growth is primarily social and community-based.
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Retention Data

A committee member requested Central-specific statistics linking programming to retention and degree completion.

Response:

- Quarter 1 to Quarter 2 retention increased alongside expanded programming.
 - Presenter agreed to provide supporting retention data for deliberation.
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Prize Expenditures

A question was asked regarding spending on prizes.

Response:

- Bingo prizes: \$200–\$500 per quarter.
 - Additional annual prizes: approximately \$200.
 - Total annual prize spending estimated under \$1,500.
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Budget Growth and Funding Request

A question was raised regarding why the funding request remained similar to prior years despite increased attendance.

Response:

- The presenter indicated careful budget forecasting.
- The current request reflects projected needs without seeking supplemental funds.
- The program is projected to fully expend allocated funds without exceeding them.

No further questions were raised. The presenter was thanked.

Publicity Center Base Funding Request

Presenters:

- Rosario Naranjo, Design and Visual Media Supervisor
 - Lexi Wicks, Event and Content Marketing Supervisor
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Program Overview

The Publicity Center functions similarly to a marketing firm and:

- Supports campus departments and student organizations.
- Provides print and digital marketing services.
- Employs two professional staff and 11 student staff.
- Uses industry-standard software (Adobe Creative Suite).
- Tracks analytics and campaign effectiveness.

- Produces content for social media, Hype magazine, and campus screens.

The office is located in the SURC and collaborates extensively across campus.

Revenue and Budget

The Publicity Center generates revenue through sales and services to campus departments. Revenue is incorporated into the overall budget structure and supports:

- Student wages
- Operational expenses

The current request reflects increases in professional staff wages and benefits. Approximately \$20,000 in self-generated revenue is projected.

Publicity Center – Committee Questions

Distinction from Student Involvement

A committee member asked how Publicity Center functions differ from Student Involvement.

Response:

- Publicity Center does not plan events.
 - It promotes and markets events.
 - Students gain real-world marketing and design experience.
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Professional Staff Costs

A question was raised regarding the proportion of funds allocated to professional staff salaries.

Response:

- Professional staff oversee daily operations, analytics, client meetings, and campaign management.
- Student schedules (20-hour maximums) do not allow the office to function independently.

Revenue Details

A committee member asked for clarification regarding revenue amounts and allocation.

Response:

- Revenue varies based on service packages purchased.
- S&A-funded areas receive discounted rates.
- Revenue contributes to student wages and operational gaps.
- FY25 sales and services figures are reflected in the provided budget documents.

Self-Generated Revenue Decline

A committee member noted a projected decline from approximately \$37,000 in revenue (FY25) to \$20,000.

Response:

- Budget reductions across campus may impact client purchasing capacity.
- Last fiscal year was described as a strong revenue year.
- Fewer total projects but more clients were noted.

Financial Disparity Clarification

Concerns were raised regarding the disparity between total operating costs (approximately \$370,000+) and generated revenue (approximately \$37,000).

Committee members requested:

- A more detailed internal breakdown of charges and revenue.
- A list of departments charged and associated amounts.
- Clarification regarding how revenue is incorporated into the total budget.

The presenters acknowledged the request.

Clubs Base Funding Request

Presenter: Emilio (Assistant Director of Student Involvement; Advisor to Student Government)

Motion and Procedural Actions

- Motion to approve (prior item): Passed unanimously.
 - Meeting time extended to 5:30 PM.
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Overview of Clubs (Registered Student Organizations – RSOs)

Emilio presented the base funding request for student clubs, formally referred to as Registered Student Organizations (RSOs).

Total Request

- **\$120,000** total base funding request for club travel and related expenses.

Budget Breakdown

- **Approximately \$75,000** allocated for club travel and activities.
- **Approximately \$40,000** allocated for club insurance coverage.
 - This expense was previously part of a Board of Directors budget and has since been moved under SLICE.
- **Approximately \$3,000** allocated for operational support (e.g., involvement fairs, club officer trainings, and supplies).

Clubs are primarily overseen by SLICE, with support from additional campus partners and advisors. One student employee assists with club operations.

Club Funds Council

The majority of funding is administered through the student-led **Club Funds Council**:

- Comprised of 5–7 students.
- Meets biweekly to review funding requests.
- Requests are submitted via CW Engage.
- Funding decisions are based on student impact, available budget, and equitable distribution throughout the academic year.

Funding Caps

- **Travel:**
 - \$500 per student per academic year.
- **Non-Travel Activities:**
 - \$2,000 per club per academic year.

No student may exceed the \$500 annual travel cap, even if participating in multiple clubs.

Use of Funds

Funds may be used for:

- Travel (airfare, lodging, transportation rental fees such as Motor Pool charges).
- Conference attendance.
- Guest speaker honorariums.
- Event supplies and programming costs.
- On-campus and off-campus club activities.

Maintenance of university vehicles is covered through Motor Pool rental fees and is not the responsibility of the individual departments.

Budget Utilization & Challenges

The presenter noted:

- Historically, awarded funds were not always fully spent, resulting in unused funds returning to S&A.
- A 60-day spending policy has been implemented; unused awarded funds revert back after that period.
- This year, clubs have submitted travel requests earlier (including spring travel requests submitted in fall).
- Demand for funding consistently exceeds available resources.

If base funding were significantly reduced:

- Travel caps would likely be lowered.
 - Fewer travel opportunities would be funded.
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Discussion Topics

Committee members asked about:

- Prioritization of requests.
 - Handling unspent awarded funds.
 - New RSO registration processes (registration occurs once or twice annually and is not impacted by this funding request).
 - Enforcement of caps and deadlines (caps are strictly enforced; late submissions are not accepted).
 - Staffing capacity to support 125+ clubs (plans to hire a replacement student employee were noted).
 - Availability of additional funding sources (some clubs maintain foundation accounts; long-term donor partnerships may be explored).
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Supplemental Request – Club Travel

Request Amount: \$24,000

Current Year Data (to date):

- **\$66,000 awarded** across 32 total requests.
 - 11 travel requests
 - 21 activity requests
- Approximately \$11,000 currently pending approval.

The presenter stated that the Council intentionally awarded funds earlier and more equitably this year to avoid large returns of unused funds.

Projected additional requests for the remainder of the year:

- 4–6 travel requests
- 20–25 activity requests

If supplemental funding is not approved:

- Funding caps may need to be reduced.
- Fewer travel requests would be supported.

Discussion included:

- Balancing equitable student support with overall fiscal scarcity.
 - The proportion of supplemental funds this request would consume.
 - Reimbursement-based structure of supplemental funding.
 - Historical context indicating some individual travel requests can exceed \$5,000–\$10,000 in total cost (though not fully funded).
 - Emphasis that funded travel is economical, not luxury-based.
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Supplemental Request – Publicity Center (Hype Event Guide)

Presenter: Rosario Naranjo & Lexi Wicks

Request Amount: \$5,991.30

Purpose

Printing costs for:

- Winter 2026 Hype Event Guide
- Spring 2026 Hype Event Guide
- Promotional stickers

The Hype Event Guide has been published since 2004 and provides a consolidated quarterly overview of campus events.

Cost Adjustments

- Printing quantities were reduced to reflect lower enrollment and residence hall occupancy.
- Distribution data from previous quarters informed print volume adjustments.

Rationale

- Provides accessible, tangible event information.
 - Serves as a portfolio-building opportunity for student designers and marketing staff.
 - Supports cross-campus collaboration by offering free event listings to departments and programs.
 - Promotes inclusivity for students without consistent digital access.
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Procedural Action

- Motion to extend the meeting by 20 minutes.
 - Seconded.
 - Motion passed unanimously.
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Discussion – Printing Quantity and Distribution

Robbi Goninan inquired about distribution outcomes for the Winter quarter printing of 3,500 Hype Event Guides, specifically how many copies were picked up by students.

The presenter responded that, at present, no copies remain in the office. Distribution staff have monitored campus newsstands and redistributed remaining stacks as needed. Due to the reduced print quantity this quarter (3,500 compared to 4,500 in prior quarters), guides are anticipated to be fully distributed.

Committee Member thanked the presenter for the clarification.

Historical Print Volume and Leftover Copies

Committee members asked how many copies typically remain after printing 3,500 guides.

The presenter explained:

- Previous print runs were 4,500 copies.
- Winter quarter is the first quarter with a reduced print run of 3,500.
- Fall quarter typically results in fewer leftover copies due to high in-person engagement (orientations, Preview Day, Involvement Fair, Week of Welcome).

- Winter quarter historically produces more leftover copies, which informed the decision to reduce print volume.
 - In Spring quarter, only approximately one stack remained.
 - Leftover copies have been provided to the Art program for reuse (e.g., paper-mâché projects) to promote sustainability.
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Funding Reduction Scenario

Committee Member asked how a reduction to approximately half the requested amount (approximately \$3,000) would impact printing viability.

The presenter stated that a reduced allocation would require reassessment of operational priorities, potentially including:

- Reductions in promotional efforts.
- Decreased in-person distribution activities (which require paid student labor).
- Consideration of charging departments for inclusion in the guide, which would reduce accessibility.

The presenter noted such measures would be difficult and could impact the publication's accessibility and inclusiveness.

Future Planning

Committee Member asked whether printing costs were incorporated into the upcoming base funding request to avoid returning for supplemental funding next year.

The presenter confirmed that printing costs were included in the base funding request.

Sustainability and Reuse

Committee Member asked whether there are efforts to encourage students to return guides to newsstands after use, noting that printed materials are often discarded.

The presenter responded:

- No formal return initiative currently exists.

- The guide includes events and dates spanning the full quarter, making it a longer-term resource rather than a single-use publication.
 - The suggestion may be considered for future sustainability efforts.
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Student Compensation

A question was raised regarding how student staff are compensated for work on the Hype Event Guide.

The presenter confirmed that student employees are paid hourly for all time worked in the office, including production of the guide.

Accessibility and Inclusion of Student-Led Events

Committee Member asked whether efforts are made to include large-scale student-led events, in addition to department events.

The presenter explained:

- Regular club meetings are not included due to frequency and space limitations.
 - Large-scale club events (e.g., major ESC events) are included.
 - A submission form is distributed to student organizations.
 - Outreach occurs through club meetings, advisors, Involvement Fairs, and collaboration with SLICE.
 - Clubs have increasingly initiated contact to ensure their events are included.
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Conclusion of Item

With no further questions, the presenter was thanked for their time.

Public Comment (Second Round)

The floor was opened for a second round of public comment.

No public comment was made.

Adjournment

A motion was made to adjourn the meeting at **5:28 PM**.

- Second: Received
- Discussion: None
- Vote: Passed unanimously

Meeting adjourned at 5:28 PM.