

Minutes
November 10th, 2021

Called to order:

Deanna called the meeting to order at 5:33p.m.

Attendance

Björn Pellmyr, Geoffrey Odoch, Rehan Rashid, Stephanie Mora, Andrea Gaeta, Naif Binkassim, Deanna Corsilles, Joseph Bryant, Lacy Lampkins, Haley Rinehart, Gregg Schlanger, Sean Dahlin.

Absent: Phuong Nguyen, Judith Brewer

Guests: None

Agenda:

MOTION: Geoffrey made a motion to approve the agenda. Naif seconded. Motion carried.

Minutes:

MOTION: Björn made a motion to approve the minutes. Geoffrey seconded. Motion carried.

Reports:

- a) Chair: None
- b) Advisors: Reminder for photo for the website, please email to Haley. Since these are now being recorded be mindful of using the “I” motion. The recordings only show who is talking, so viewers may not be able to see who is motioning. Also, state how many people voted “yes” or “no.”
- c) ASCWU: None

Other Business:

- A. Communications Received on Homecoming: Received memo from Robbi Goninan (Assistant Director of Campus Activities).
 - i. Robbi states: “In August 2021, I made an offer to Comedian Nicole Byer for her to perform as our Homecoming comedian on October 22, 2021. The contract is completed, except for CWU’s signature; today I was notified that someone with Nicole’s production team tested positive for COVID-19 and that she needed to cancel or reschedule her performance at CWU. This memo is to ask S&A to allow the allocated Homecoming funds to be used for a reschedule date for May 21, 2022. Today October 15, 2021, I received a contract from WME: Nicole’s agent with the contract. CWU will need to review and approve before being finalized. We would still ticket the event to generate revenue from ticket sales and move to May 21, 2022. Questions or concerns, please reach out. Thank you, Robbi.”
 - ii. Any unspent funds that they don’t end up using or if it were canceled later on would go back to S&A.

Public Comment

Stephanie Mora said CCI (Center for Cultural Innovation) open forum in SURC pit at 7pm to hold discussion on why having a multi-cultural center is important to have on campus for BIPOC students. Geoffrey asked if there is an online component to this event, however Stephanie said there is not an online component. Stephanie said for the next forum they could set up an online component.

New Business:

A. S&A Budget—

- i. Supplemental Funding Discussion: Training meetings we discussed the financial situation of the supplemental funds. As a recap we were projecting a higher enrollment rate than what the actual enrollment is for fall. What that means is the on the S&A front is if the enrollment declines, so does the revenue (as we are a fee-based revenue source). Priorities for the S&A committee is to ensure that the base funded areas are part of the priority. Lacy's recommendation for the supplemental is to potentially suspend supplemental funding for this fiscal year. Last year the committee did not vote to suspend the entire supplemental process but did agree to only receive supplemental for emergency or increased funding for programs. Lacy is recommending suspending the entire process until the committee can review the allocations and adjustments. Next week the committee will vote on the recommendation Lacy is putting forward.
- ii. S&A's priority is to continue to support our base funding. The supplemental funding has really been a luxury that we've had the ability to do for several years, and we've been using that out of our reserve funds. Due to where our base funding is at, we are already going to be pulling into our reserve right now. We do not want to be allocating out supplemental until we make sure base funding is adjusted and reviewed first.
 - Geoffrey asked, "Besides the obvious shortage is there any other reason why you recommend suspending supplemental funding?"
 - Lacy said, "Suspending the supplemental process is to be able to truly allocate the committee's time to reviewing base funded areas."
 - Deanna asked, "If we do suspend the supplementals would it be close to the non-base funded areas with meaning based funded areas would still be able to do supplemental requests or is it just suspending all supplementals?"
 - Lacy states, "I would advise for all of the supplementals to be suspended, and I, and I think there's a couple of pieces to this is the rationale. At least for me is that we talked about the debt service ratio in the training, and we don't need to I will try not to go into crazy detail of what that is, but when we talk about spending. Whether it's based funded or supplemental funding it all of that funding still impacts, the debt service ratio, which is really tied to what we are going to be talking about what's the financial health of the entire S&A fund. And so that's

one part of it, I think we need to be really mindful of what that financial health is, which includes the supplemental and the base funding. The other pieces I'm not sure how we would go, and I would say kind of procedurally or policy wise of how we would go with suspending it for certain areas and then allowing others to come through. And the thought process behind, that is, if we do a reduction for the or an adjustment to the base funded areas. It doesn't matter if we have supplemental funds available it doesn't necessarily prevent them from requesting supplementals which kind of gets us back to the original situation."

- iii. Base Funding Adjustment Discussion: We will need to make adjustments to what our allocation is. We have gotten the board of trustees' approval for the allocations of the four-year funding cycle and we're in the first year. And so, the plan is to bring a recommendation to the S&A committee for that adjustment, and so this point on the agenda for today is just to really talk about that.
 - Geoffrey asked, "What is the process going to look like?"
 - Lacy said, "I don't have any necessarily like specific numbers for you at this time, but the process will be, we will bring a recommendation to the committee. And the committee will review it and similar to the supplemental recommendation is there will be a presentation and then there will be a vote, the following week, so you will not vote. For the recommendation in the same meeting but essentially, we will bring a recommendation to the committee. And that's where the fun part goes, the committee has to be in agreement or that's our goal is to that the committee will be in agreement with the recommendation. And once that vote does happen that will then get recommended to the CFO and then also the President and kind of where this comes in, is that it's up to the CFO and the President to then present that to the board of trustees so we aren't necessarily involved in the board of trustees. Recommendation, but we would funnel in that direction, and then they would essentially handle it from that point."

B. Program Reviews- Planning

- i. Joey discusses the program reviews. Program reviews typically happen on years one-, two- and three of the four-year cycle. Year four is when we hear all the database funding requests. Year one, two, and three we have about 50 face funding groups we divide them into thirds, and so a third of them would come year one. The second, third would come here to the third and year three and so, by the end of that we've seen all of them come and the program reviews in the past have been. each unit to come in and do a 10-minute presentation and there's some set questions that we asked them to cover.

- ii. For example: Bring a copy of their org chart to talk about how many students positions they employ, how many students utilize their services so there's a few key things that are asked for them to bring to the committee.
- iii. Joey states, "I will tell you two of the downsides to this of how we've done it before one downside is it depends on where they get appointed in that. Three years because a group who comes in here one talking about their current phase funding only has about six months' worth of data. To present time to say here's what we're right versus a year three at least has two years, so you don't necessarily get an equitable sense of that. The other part is always the challenge to have the program reviews are really intended for us to get the necessary data."
- iv. Our job is to assess the effectiveness of the program and its use of the estimates provided.
- v. If we end up suspending supplemental funding is thinking about how we refine program reviews. On December 1st we will see last year Base Funded units the annual reports, and it show their four-year financial breakdown and key questions (about their program).
- vi. Joey recommends refining the information in writing instead of presenting, so we have the ability to clarify or ask specific units to come in. Being more intentionally with the time. How are you measuring the effectiveness of the program? The next quadrennial cycle when it comes around for based funding that provides that maybe three years' worth of quantitative review data on our existing programs.
- vii. Björn's question: In terms of program reviews would this be something to bring up next meeting? Joey stated: He wanted to discuss this winter quarter after base funding adjustment.

Discussion:

Lacy stated that the intent of program reviews is the accountability piece. "We as the committee hold these areas to accountability. Can [the base funded groups] do this more efficiently, or is this part of the hindrance, because you [the base funded groups] don't have the right funding right for certain services or so forth? That's really where we get into that review process and setting these metrics and kind of saying this is what we expect right, this is what we funded you for, and this is our expectation. And then that's going to happen kind of this year, but then the following years is did you meet that and if not, why. And then you know, then the committee has the ability to weigh in on their opinion of. If that's reasonable or maybe that's not or you know somewhere in the middle. It doesn't have to be that and it's not going to be black and white, but it gives you this opportunity to review it as the return on investment: This is your money, this is your experience and what is that return that you're receiving."

Old Business:

None

Public Comment

None

Adjournment:

MOTION: Geoffrey made a motion to adjourn. Björn seconded. Motion carried. Meeting adjourned at 6:41 p.m. Seven in favor and 0 opposed.

Schedule for Next Meeting:

The next meeting is scheduled for Wednesday, November 17th, online starting at 5:30p.m.