

**Services and Activities Fee Committee
Minutes
April 10, 2013**

Meeting called to order: Isa Loeb, chair, called the meeting to order at 5:33 p.m.

Attendance:

Student Members: Matthew Baird, Isa Loeb, Caitlin Malarkey, Zachary Russell, Dustin Waddle-Ford, Kylea Wells Brown and Clint Wylie.

Professors and Professional Staff: Jack Baker, Sharon Jonassen, Kay Kenison, Scott Robinson, Todd Shiver and Connie Williams.

Excused: John Bowen

Agenda:

MOTION: Matthew Baird made a motion to approve the agenda. Dustin Waddle-Ford seconded. Motion carried.

Approval of Minutes:

MOTION: Matthew Baird made a motion to approve the minutes of April 3, 2013, with changes sent. Dustin Waddle-Ford seconded. Motion carried.

Chair's Report/Communication:

Isa Loeb reminded the Committee that they represent the student body and should maintain a professional atmosphere and show respect to those who come before the committee and in the audience.

The Budget and Finance Committee approved the increase of \$24,999.00 in supplemental funds for the remainder of the year.

Public Comment: none

Supplemental Requests to be voted on:

#1338 - \$2,847.00 - Fellowship of Christian Athletes – Hillary Franks: The Fellowship of Christian Athletes is requesting \$2,847.00 in supplemental funds for travel, lodging, and meals to Guatemala on June 9-19, 2013.

MOTION: Clint Wylie made a motion to approve \$400 in supplemental funds for travel, lodging and meals for the Fellowship of Christian Athletes to travel to Guatemala on June 9-19, 2013. Zachary Russell seconded. Motion failed. (3 yes, 3 no--tie broken with no vote)

#1339 - \$18,688.00 (revised budget request: \$9,344.00)– Service Learning Leadership Club – Guam Ambassador Program 2013 – Ryan Gregson/Stefan Ward: The request has been cut in half and reduced to 4 students, so the supplemental request is for \$9,344.00. The students are planning a positive summer program with physical activity and health information. This involves participation in a cooperative relationship and leadership opportunities between University of Guam, JinWen University-Taiwan, a high school program in Japan and Central.

MOTION: Kylea Wells Brown made a motion to approve \$5,344.00 in supplemental funds for travel and lodging for the Service Learning Leadership Club – Guam Ambassador Program to travel to Guam in June-July 2013 to represent Central Washington University. Clint Wylie seconded. Motion carried. (3 yes, 2 no, 1 abstention)

Discussion on prior problems with this program and finalizing their accounting of the travel expenses for last year's trip to Guam. Sharon shared that there were several problems including not following the University guidelines for travel and reimbursement. She warned that this problem will not happen again and everything must be done according to University policy. Others voiced concern that this is not a good use of S&A money because of the cost per student and the lack of available supplemental money.

Supplemental Requests - Presentations: none

New Business:

Approval of cover letter to accompany budget – Isa. Isa Loeb the final draft of the letter.

MOTION: Dustin Waddle-Ford made a motion to approve the revised cover letter to accompany the base funding budget. Matt Baird seconded. Motion carried. (5 yes, 1 abstention)

Public Comment:

- President Gaudino is reviewing the State Auditor's report and is pending BOT approval of the summary and the reconciliation will be sent to the State Auditor.
- The ASCWU Board of Directors will be sponsoring an open house on April 18 from 12:00 – 1:00 in their offices. They will provide food and will show off the revisions to their offices.
- ASCWU Primary Election is today.
- Jack Baker suggested everyone needs to be thinking of what information/suggestions they want to send to next year's S&A Committee.

Other business:

Financial Update: With the supplemental requests that were approved tonight, there is \$21,500 left in supplemental funds.

Discussion on SURC Flat Funding letter to the Dean: As Sharon was looking at the SURC flat funding budget; it is not as “flat” as she felt it was originally intended to be. It was designed to be funded at the level and positions existing in the old SUB when the new SURC was built, thus staying relatively “flat” with plans for normal step increases, but not reclassifications. A contract or agreement has not been found, but there is information regarding the plan in the S&A minutes. The letter is meant to bring this to Dean Swager’s attention for discussion on this concern. The proposed letter will be forwarded to the affected providers.

MOTION: Dustin Waddle-Ford made a motion to send the letter, as amended, to Dean Swager regarding the SURC flat funding. Matt Baird seconded. Motion carried.

MOTION to Adjourned: The meeting adjourned at 6:30 p.m.

Schedule of Next Meeting:

The next meeting is scheduled for Wednesday, April 17, 2013, in SURC 301 starting at 5:30 PM.