

SUFAC
Meeting Minutes for November 17th, 2016

I. Call to Order

SUFAC Chair Allison called the meeting to order at 5:17 pm.

II. Roll Call

a. **Members Present:** Allison LeMahieu, Sam Welhouse, John Landrum, SGA Exec., Lea Truttman-OFO, Nik Austin (Tardy and left early), Courtney Zambon, Mark Fischer, Allie Hislope, Alexis Galvan, Alex Zeller, Jaclyn Delagrange, Christopher Thomas (Tardy), and Brianna Messner.

b. **Members Absent:** Dylan Tritt (Excused), Jacob Fierst, Janae Due (Excused), and Kaylie Noll (Excused).

III. Recognition of Guests: Amy Henniges, Paul Pinkston, Adam Novotay, Jeff Krueger, David Maruszczak, Katrina Blahnik, Will Corriveau, Eric Lhart, Ryan Holzery, and Dick Anderson.

IV. Approval of Agenda and Minutes: Allison entertained a motion to approve the agenda. Allie motioned. Mark seconded. Voice vote. Agenda passed.

Allison entertained a motion to amend the agenda. Jaclyn motioned. Allie seconded. Voice vote. Amended agenda passed.

Allison entertained a motion to approve the minutes from November 10. Jaclyn motioned. Allie seconded. Voice vote. Minutes passed.

V. Reports

- a. **OFO:** Contingency is \$31467.00 and org start up is \$1,500.00.
- b. **Liason:** Women's Basketball against Notre Dame at 6pm. CheapSeats this weekend is Jason Bourne. Listen to the seminar on meeting the needs of AIC. UWGB Nites on Friday. Chicago trip on Saturday, which has been full for a while. Monday at noon is the Inclusive Excellence Roundtable discussion. Bingo on Monday night. Tuesday OXFAM Hunger Banquet.
- c. **Senate:** Senate passed academic credit for org resolution.
- d. **SGA Exec:** None
- e. **Vice Chair:** Allison and I approved SISMBAs \$130 reallocation.
- f. **Chair:** We had about 70 org budgets submitted this week, so Sam and I have been going through those.

VI. New Business:

- a. **Engineering Club Request:**

- i. We were not an organization last year. We thought we could get some activity within this org now, with the new engineering program. We planned some small projects so we're not asking for a lot of funds. We are hoping to encourage our members to create unique ideas through these activities. Since we are the engineering club our actives are physics related.

Questions/Comments:

Allison: They are asking for \$735 dollars in total.

Q: Brianna: How many people are in the club currently?

A: 15-20, we are not sure how many would come to these events. There could be more or less depending on when the events happen and what people have interests in.

Q: Alexis – Did you put money in the budget that is taking account for other nonmembers to cooperate?

A: Yes, we could always make teams if we don't have enough equipment.

Q: Allison – Could you explain the CO2 cars?

A: They are wood blocks that we add wheels to and then CO2 shoots out of them from the back, done correctly it will shoot across the floor.

Ryan Holzery – It just started and they are trying to get involved in more national projects eventually but, need help with money. They are hoping to get more funds in future years internally and externally. Last week they helped with Water Day on campus, there were about 75 girl scouts. It's new but, great aspirations for bigger projects. They are just trying to get off ground right now.

Q: Alexis: when will your first project take place?

A: Next semester.

Q: Allison- Could you explain reimbursing students for the egg drop activity?

A: We plan to give students a budget and have them spend money up to certain amount. We would only be going to reimburse them maybe \$20 and they should know that.

Lea Truttman- They need to be very detailed receipts, need to see items bought and not just how much spent in order to do that.

VII. Budget Hearings:

a. Health and Counseling: Amy Henniges

- i. In packets is an updated brochure with staff members, hours we are open, what we offer, and how to contact us. Also, an annual report from the last academic year showing areas of growth. We served 1572 one on one sessions, 60 with psychiatrist, 2600 with nurses, 386 physicians/nurse practitioners. I wanted to point out this last year, compared to the last two years before that, there were a lot of increases in numbers; despite the hiring freeze. Also, we had 57 more visit in counseling this fall compared to the year prior, 17 with our psychiatrist, who only comes once a month, 27 with nurses, and 305 more nurse practitioners. This year I am asking for support for Dana Stueber position as health educator/sexual violence prevention. That's about \$24,000 plus fringe benefits. When she was hired we had an agreement for a grant that would pay for her position for 2 years, and then our department would pay for the final year. The position ends on July 1st of 2017, but trying to get another 6 months (ending December 2017) since she was hired in December rather than July originally. Since we hired her there has been an increase in reported sexual assaults. 33 students reported sexual assault so far this year and last year only 17 came forward about it the whole calendar year. I think it is because more students feel comfortable about reporting it. We would need \$64,200 to support Dana position and a nurse coming on the fringe benefits at beginning of year. 83% of this budget is Seg fees, and 12% from state funding. Residence Life is supporting 1.6 FTE Counselors. I have been thinking of some ways to get more funding for this department and have thought of having a copay to help fund us, which would be similar to other clinics. Also, we have been selling medicine at a cost with less than 5% mark up, we could increase that to get more money in. Last July we returned \$38,000 back to the Seg fees. In the future, we want to hire a new counselor since we recognize that is one area that is constantly growing. I am asking for an increase of \$62,200 for Dana's salary and the nurse going back on fringe benefits.

Questions/Comments:

Q: Allison – Are you expecting to get the funding for Dana's position from seg fees for more than just this year?

A: I want to keep her on because of the importance of her position. It is factored into future years.

Q: John – Since you asked for feedback about the copay, how much would that be?

A: Last year sale charges were \$35,000. It wouldn't offset what we are asking, if we charged \$10-15 it would only generate \$4-8,000. We do allow them to charge their sis accounts, but that results in hold if they cannot pay that by registration time.

Q: Allison – Why is Student Wages lacking \$1000?

A: I think we stopped having work study. Current student does have work study though.

Q: Allison: Are the transfers regarding healthy choices task force?

A: Yes.

Q: Mark – The University staff of \$72,972 drops next year by about \$2,000 why?

A: I cannot answer that; I will have to double check my worksheets. It could be an error... we are allowed to budget a 2% pay plan increase so it should really be more. (University staff and academic staff are different – academic staff is nurses and Danas potion, but university staff is front desk potions etc.)

b. Facilities: Paul Pinkston

- i.** Kress facilities management budget consists of the upkeep of all of the new side of the building that was done in 2008. So, not the pool and locker rooms, those are funded from 102. I oversee the maintenance, cleaning, electrical need, parking lots, and grounds around the Kress. Special events at the facility are not covered through this budget. I am asking for a 3% increase, first increase request for a while. Also in the long-range I will be asking for 3.5% increase each year to keep reserve around \$50,000 which is how we were set up in 2008 for emergency reasons. Staffing is small for a such a large building. Things that aren't covered with staffing are covered on the 102 sides, i.e electrician, painting, lock smiths, etc. helps save some money. This budget does include the 2% salary increase, note at bottom, custodians start at \$11.51 we raised that to \$12. We generally lose workers because they can make \$17-20 an hour at a K-12 school. We generally save money there because we usually have open positions, other UW

Universities are paying at least \$1 more than we are. They work 3rd shift which causes the high turnover rate. We have talked about if 3rd shift is necessary or not and are still talking about that. I am always looking for ways to save money. We recently replaced paper towel holders with the touchless ones, it saves a lot of paper. Future repairs that affect the budget include steam coils. We need 2 steam coils, that allow the radiators to provide heat, to serve the arena. They have failed and we have had them repaired them in 2011, 2014, and this year due to an installation problem that we could not fix through the state for whatever reason. We have been fixing these two coils and have had on list for some time. They would cost \$200,000 for both. Our budget would pay \$66,000 and state would pay \$34,000 due to split funding, that only provides enough for one coil though. Other items that are getting updated include lights. We are trying to change lights to LED, which would recover the costs in less than one year. They have been changed in the pool, pool side, and intramural gyms, but not the Dick Bennett Gym. Estimated for 2016-17 \$346,000 only spending \$169,000 on staff, doesn't get used up because of vacant position. I left fringes alone, but those would be less as well. Cash balance is \$129,000. Next year asking for \$356,380 which is a 3% increase, \$196,000 for salary, hoping that we don't lose any staff. S&E stayed the same. I haven't reduced S&E because we have the coils issue. I talked to Dick about just replacing one this next year. Our cash balance is decreasing each year even though asking for increase. That is only for 1 coil, we talked about the next one and we would have to find another source to fund that, so it is left out unfortunately.

Questions/Comments:

Q: Allison – Are you looking for a sponsor on the changeover for the new LED lights.

A: Right now, students pay 3-6% a year for sustainability fund, some of that money is set aside for a compost machine. I am looking for a quick win and this is something visual and everyone uses. I think it would save a lot and would be a good quick win.

Q: Allison – You anticipate the second coil won't come out of this budget, but will be replace the same year?

A: Yes

Q: Allison – Could you explain what the purpose of the coil is?

A: This coil is in a big box with tubes and fills the whole box. As air passes over the coil, air picks up heat from the coil and provides heat to the rooms. The tubes have holes in them and we usually just repair the holes and the repairer always gives us the taillight warranty, as in these repairs are not under a warranty because they cannot guarantee that what they fixed will hold for any period of time.

Q: Allison – This is from an installation issue?

A: Yes, it was, I won't get too detailed about that. I showed some other folks when it was only 2 years old and talked to contractor.

Q: Allison – How long should the coils last if installed correctly?

A: Usually the life of air handler, most are 35 – 40 years old. I am not happy about it at all.

Q: Allison – Should we ask you if we have questions about soccer complex, is the cost increasing at all?

A: There are half time portions in operating budget. That will be interesting because we are not sure how those will go. It will be a turf field and will be lit with concessions and restrooms, and will also be fenced in. Intramural's will move to the current game field, that's lit with reality new lights. Also, still have lights on existing intramural field. It will seat 500 people with bleachers and have a press box. Should be nice, we are in the final design right now. We will be going out to bid in the beginning of February, receive them by spring break, and contracts should be finalized by end of spring semester. So hopefully will be done in November. I don't think any games will be played on it in the fall though.

Q: Jaclyn – Is it just the soccer field being build this next year?

A: Yes, phase 2 would consist of the softball field, but we are putting in all the buildings now. That's why the restrooms are between the soccer and softball fields also a press box will be added. \$1.9 million – for phase 2. Phase 3 would be adding a parking lot in between the soccer field and building on east side, that would be 157 parking stalls. We are just trying to generate money and excitement for that right now.

Q: Allie – Will the softball field get lights any time before phase 2?

A: No, that will be part of phase 2.

Q: Allison – What does phase 2 consist of?

A: Mostly upgrading the softball field, adding lighting and a new fence, no turf.

Q: Christopher – Phase 1 was already approved of then? And is there any rendering?

A: Yes, it was approved last August for \$4.984 million. Seg fees are paying \$900,000. Rendering would be at the Kress center or maybe at the athletic offices. It is also on the website for facilities.

Q: Allison – I was here when they proposed this to SUFAC, initially they talk about a retention pond and they were taking out the tennis courts, can you talk about how this changed since then?

A: For the retention pond, there are rules for it so now it would be going under the field through pipes instead of being a pond. It will end up in the golf course pond which irrigates the golf course. We are gaining square footage without that that there.

Q: Christopher – What is the point/demand for the new field?

A: It is for divisional men's soccer. Everyone one of the Horizon League soccer fields are turf I think, don't quote me. I think athletics is hoping to generate more fans for the games and also more engagement.

Jeff – Back when it started there had been nothing addressed on the outdoor facility since the campus was build. After Kress was build they started what should be done on the outside facilities. This is now a much more scaled down version to what is just necessary. By putting turf down that can now be used for practice, they cannot practice on the grass every day because of the wear and tear and hopefully we can start practicing earlier and staying out there later because it can be brushed off.

Q: Christopher – What is being down with old soccer field?

A: It is a good field and will be used for intramurals.

Q: Allie – How long does turf last?

Q: About 10 years I think.

Jeff – UW Oshkosh is putting away \$60,000 a year for their new 4 fields they are putting in now, but replacements costs should go down as technology increases.

Q: Allie: The turf in the turf gym is already coming up, does that need to be replaced or is it fixed?

A: Right now it is just being fixed, but Jeff will talk about that.

Jeff – It was glued not sewn which is why it is coming up.

Q: Jaclyn – What is that deal with the tennis courts?

A: The plan is currently up in the air because the state won't fund it at all. We want donation money do something with them.

Jeff – They have been resurfaced, the issue is a sub structure issue, as of two springs ago they were condemned. They are an eye sore but they are not useable. We don't even have fund to remove them. In the master plan there were some new courts put in with bleacher seating, but that is in the long run. It is a fundraising effort, state won't fund.

The original plan was \$14-15 million, which was too expensive so we changed it.

Q: Brianna – Is there a name yet?

A: It's a secret, will probably be announced when they start construction, or maybe there would be an event.

Q: Christopher – Who is doing the planning?

A: Retler is doing the design, they are good at keeping things simple and saving money.

Dick – Seg fees are funding \$900,000 over 8 years and we are currently in the second year of this funding.

c. Intramurals: Jeff Krueger

- i.** This covers a lot of the Kress, the name intramurals came a long time ago, but that is just one small piece of it. Our goal is to reach out to all the students, we are here for everyone. The idea of the Kress came on in 2000 and students paid for this for 7 years, for a facility they never saw. Three needs were identified in 2000, needed a suitable home for athletics, a place for recreation – at the time if there was a game, the whole building shut down to provide for that, today we can have 4,000 people there and still have the fitness center, intramurals running, and the aerobics room filled, and there was no place on campus to host large events. Kress allows us to host one spring graduation, not a split one. We provide

health and wellness, support for game management, intramurals. In 2015-16 there were 2 college ranking sites that gave us #7 out of 28 recreation centers at small colleges, #31 out of 35 top most luxurious. Last November we had 1 millionth patron pass through since the building opened. Facility usage is 130,580 swipes. Last year we hosted state basketball tournament, 23 teams came to play. Also, the climbing tower set a usage record, we also hosted athletic events, and many other events. We have two funding sources is Seg fees and 102. 78% comes from Seg fees. Sales come from memberships and facility rentals. Concession sale profits go back to the Kress center budget. Debt-service also appeared on the sheet but has been removed for several years, it is very inconsistent.

Allison – There was a year when SUFAC was in a tight pinch and did debt-service. It can range from \$200,000-\$900,000, this year it is close to \$800,000 next year is closer to \$600,000.

Dick – Try to use reserves to offset that.

Q: Allison – Can you explain why some are paid by state?

A: There are only some many 102 positons for the school so Kress gets 1.42 positions, it's a huge asset added on to our budget.

Dick – There is only a certain allocation of 102 FTE, they can be moved around campus but they generally stay put.

Asking for a 3% increase this year. Last year I thought I was going to be asking for 5%. Expense side: 8 accounts. LTE/Student salary is our biggest expense about 35%. S&E 21% of budget. There is 25,000 square feet of the Kress and Paul pays for standard things in facilities, anything unique to Kress comes from Kress S&E, like the basketball court. 128 expenses total to 39% of expenses, S&E here is 22% of the budget. Money is going back into student's hands because of LTE/Student salaries, it has increased this year for an increase in student salaries, it is 7.50 right now and compared to others on campus they are about \$1 more so we are trying to get there. We really depend on the students. Our motto is "for the students by the students". 2 years ago, I asked for 5% increase. We have been running on a negative operation, had been using reserve but it came down a lot. That was the second increase in our 8 years. That was reduced last year, went from \$37,399 to \$27,055, but we also did not ask for an increase last year. Budget

stayed the same, went through two years without being fully staffed. We lost a fitness coordinator 2 years ago and that position went vacant for 10 months. Hired a temp last year, and Prevea was looking into funding that position, for legal reasons Prevea cannot “buy us”, we have to give them something back in return and that idea went away. We hired a permanent fitness coordinator. This year there was a promotion and a vacant position again, we hired a temp position, but also saved money there for a bit. Looking at 2015-16 operating S&E, why there is so much there, we got allocation reduction and took out the Bennett Gym floor. It was basically a spending freeze but we also made more sale credits than we predicted. Approved for this year and requested now is much more in line with general S&E. 56% balances of percent, that was projects for 11% decrease and would be in the negative by 2018-19. This year’s request is a 3% increase, sales and charges we think will do a little better because of some events. There is the 2% pay plan in there. Come December 1st staff will be affected and limited to 40 hours a week, which mean they cannot answer emails at home, and they oversee several areas. Debt-service just transfers out, I have to have it somewhere in the budget. Next year, and I put this in last year as a place holder, the turf gym. In 2018-19 we want to get the turf gym redone, about \$120,000 may be a little less, we can pay for it if we stick to this plan. This is just one capital project. S&E is lower because we were going to the bennet gym floor last year but it being done now, also buying weight equipment that we put on hold last year. This doesn’t have all capital in it either. Divider wall in west gym, it cost \$200 every time we open it because it requires maintenance to come and over see it because it is so old. So many things need to be replaced that aren’t listed on capital plan, which is it why we have increases projecting out.

Questions/Comments:

Q: Alex – What was the capital expenditure for 2015-16 for?

A: Cannot recall off the top of my head... It was weight equipment, the red line racks.

I can give a facility tour if anyone would like, or if you have any other questions as things come up please let me know. We appreciate your support and we want you to come out and use the facility.

VIII. Discussion Items:

a. Engineering Club Request:

Allison – Once again they had no budget this year because they are new org, they are asking for less than the max of \$2,000.

Mark – Reimbursement for students, I think that could get messy, just because we need the itemized list.

Straw poll – all good. Will vote at December 1st meeting.

b. Health and Counseling:

Allison – Amy wants us to think about the possible additional revenue sources, copay or increasing medication and supplies. Any thoughts on that?

Alex – I think that would discourage students from using it.

Alexis – I wouldn't use it if I had pay money for it.

Alex – That is many college students point of view.

Sam – I thought it was a good idea.

Brianna – I think it would have to be less than other clinics in order for students to use it.

Allison – Are we okay with me telling her we think if they have to do it, it would be okay, but it would need to be kept at \$10?

Christopher – I am strongly against the copay because of students who cannot afford it.

Allison – I think this would be for the future and the lack of availability of counseling because we can't afford it. The copay would help pay for this.

Q: Christopher – Is there a student insurance plan offered through the school?

A: Allison – Something called new care, I think is some type of insurance I don't know that much about it but I will ask Amy.

Allison – Amy also said another idea would be to increase medication, and not sell at cost. Any thoughts on that?

Courtney – I think we would be against that as well.

John – I think she is struggling with staff and she is trying to find ways to fund more staff, but the copay wouldn't be much funding.

Allison – Dana is the sexual assault coordinator on campus, from the information provided do we feel we are in support to fund that position. It

is a really important thing for this to be a focus on campus. Amy stressed that more people are reporting sexual assaults and that is not from more assaults happening, it is from more students feeling supported to come talk to someone about. Yes – the board is in agreement that this should be a priority on campus.

Allison – They get a lot of people in there they are busy.

Straw poll – all good.

c. Facilities:

Allison – I thought it interesting, they are constantly losing staff because of the hours and wages and they are at least \$1 below other places if not more.

Allie – The night maintenance guy does a lot and I think it is significant that we can be in late at night and again there right away in morning and everything is ready to go.

Brianna – If they worked during the day we would be in there way a lot. It sucks that its 3rd shift, but we are also out of their way during that time.

Q: Christopher – Do we contract those workers out?

A: Dick – No, they are our staff.

Q: Christopher – Have they thought about hiring students?

A: Allison – That’s a good idea, but I think it would be the same issue, you can talk to him about it.

Allison – I liked the idea about the lights, definitely something that needs to be done.

Q: Allison – Dick, are there any ideas for the fund for second coil?

A: Dick – Not right now. We can see how things go, maybe we will get more students and have more money for it.

Allison – All the budgets presented today had about a 3% increase, because of the budget freeze last year there couldn’t be any increase so had to be flat budget.

Dick – They also got reduced for what they were expecting.

Allison – They are asking for increases to make up for that.

Q: Courtney – Do we have the money to give them increases now?

A: Dick – Short answer is yes. I will talk about it later.

Straw poll – all good.

d. Intramurals:

Sam – He did a really good job, was even answering questions we didn't even ask yet.

Allison – Not a lot of people have transfers but Jeff has inflows, that is coming from us because of how the Kress works. Debt-service fluctuates drastically every year. In general, I think we are all under the assumption the Kress is a very vital asset and we are glad we have it.

Brianna – He was very thorough.

Allison – He does have a lot of different areas that money is coming from, 102 is interesting, 102 is state funds 128 is money they get from us.

Straw poll – all good.

IX. Announcements:

None

X. Adjournment: Allison entertained a motion to adjourn the meeting. Allie motioned. Alex seconded. Meeting adjourned at 7:22 pm.

Respectfully submitted by:
Miranda Kurzinski
SUFAC Administrative Assistant