

SUFAC  
Meeting Minutes for October

**I. Call to Order**

SUFAC Chair Allison called the meeting to order at 5:16 pm.

**II. Roll Call**

- a. **Members Present:** Allison LeMahieu, Sam Welhouse, John Landrum, SGA Exec., Lea Truttman-OFO, Nik Austin, Courtney Zambon, Mark Fischer, Janae Due, Allie Hislope, Alexis Galvan, Kaylie Noll, and Jaclyn Delagrang
- b. **Absent:** Dylan Tritt (Excused), Alex Zeller (Excused), Mehryn Kraker, and Christopher Thomas

**III. Recognition of Guests:** Rich Anderson, Dwayne Haines (Intertribal), Elizabeth Peterson (Intertribal), and Greg Davis

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

Allison entertained a motion to approve the minutes from Courtney motioned. Janae seconded. Voice vote. Minutes passed.

**V. Reports**

- a. **OFO:** Contingency is \$35,000.00 and org start up is \$1,500.00
- b. **Liason:** Ally Conference and Make a Difference Day coming up. Monday is Food Day. Volleyball Friday at 6pm and Saturday at 2pm. Men and women soccer also sometime this weekend.
- c. **Senate:** First reading of Fund the Freeze pledge at meeting this week, will vote on these on Halloween in two weeks.
- d. **SGA Exec:** Absent
- e. **Vice Chair:** No Report
- f. **Chair:** Thank you for being here, tonight will be long night of learning.

**VI. New Business**

- a. **University Vision: Greg Davis (Provost)**
  - i. Discuss Vision of UWGB for the future: (will be getting copy at later time) Discussed his background – Green Bay native and GB graduate, led Math and Environmental Sciences programs. Suggested members to look up GB mission statement. Vision Statement they started working on last summer, narrowed down to seven bullet points. Strategic Plan: UPIC (University Planning and Innovation Council) plays large role in budget of school. Went over and discussed each bullet point briefly. Wants us to know

about this document because we should keep in mind the context of this vision statement while making budget decisions.

**b. Auxiliary budget training: Richard Anderson (Budget Director)**

- i. University departments are beginning to work on budgets at the beginning of October and won't wrap things up until January, except those that report to SUFAC. Fund 128 or auxiliaries are business entities that operate on campus. Majority of people that come to SUFAC are funded mostly on just SUFAC revenue. Discussed the budget form. Athletics has other funding as well as Dean of Students. But otherwise most of them rely heavily on segregated fees to fund their budgets, please ask if have questions about where other, if any, funding comes from. Fringe benefits: Social Security and Health insurance for staff, accounts for about 20% of salary. SE: supplies and expenses – travel, training, telephone, office supplies, etc. This year's form will differ some since the gray box at end will be different, some of the information was redundant. Goal of sheets is that money will not build up in certain areas and that the money is being used. Cash balances is getting a lot of attention. Capital budgets, union/intermural often, anything that costs more than \$5,000 and lasts more than a year. Expressed as percent of money, goal is less than 12% otherwise have to submit spending plan. These are not always approving or disapproving, more for our information to understand where the segregation fees are going. Chancellor has health, safety, and service issues to discuss. The auxiliary organizations are: Counseling and Health, Student Life, Athletics, Dean of Students, Union, and maintenance of Kress. Can be complex but please review the information they get to you beforehand, and asks question while the presenters are here.

**Questions/Comments:**

Allison stated that, "I know this can be overwhelming, please ask questions about anything as things go on, even if you have none now."

Greg stated that he was unsure when the Chancellor can meet with SUFAC, but plans on getting a memo written, expect to have that soon.

**c. International Student Council Contractual Request: Elizabeth and Dwayne**

- i. Bittersweets Winds exhibit, established in 2004 by Richie Plass, main goals is to educate native and nonnative community members

and students about multiple native American artifacts and images that reflect the native American ways. This is the last year the he (Richie) will be traveling, otherwise based on lacrosse. There will be comic book displays of stereotype stories, and posters, regalia, artifacts – tags they use to tag fallen Indians, wide variety of artifacts that represent stereotypes of Native Americans and a lot of updated history of things that happened, he (Richie) is very knowledgeable.

**Questions/Comments:**

Allison stated that Intertribal did not have a budget last year.

Q: Any funds for posters or other advertising?

A: No, using current agency money.

**d. New Members**

- i. Jacob: Originally from Indiana came to GB to run cross country. Is studying business with finance emphasis.
- ii. Brian: Senior from Seymour, WI. Is on the soccer team and double majoring in Spanish and Math, minor in Education.

**Questions/Comments:**

Q: Mark: Why do you want to join SUFAC?

A: Brianna: Wants to get more interaction between athletics and student organizations.

A: Jacob: SUFAC makes important decisions and wants to help contribute and will help him advance in his business career.

Q: What is your goal to gain from SUFAC?

A: Jacob; further business education and working with fellow SUFAC members will help with his team work skills, which are used often in the business world.

A: Brianna: Want to get involved and represent those who cannot get out to meetings and let others know about what SUFAC does.

**e. Guideline Training: Sam and Allison**

- i. Want to wrap these up in an easier understandable way. Discuss PowerPoint. When an organization asks for money for request but has a lot in agency we request they take it from there, excludes scholarship funds. Organizations must present 5 – weeks before event, makes exceptions, often at beginning of year. Committed: discusses about money and what they are allowed to have, can front money and pay back. Also discuss what money can be spent

on. Scholarship – only applies to SGA now, discusses what they need to have in order to be allowed this funding, work must be monitored so they are not doing anything they want. Cannot have reallocation. Scholarships can be increased by 100% every two fiscal years – that is this year. Contractual – max of \$3500 per organization, SUFAC funds cannot provide gifts, we allow small things for gift shop ONLY (Ex coffee mug). Segregated fees cannot be used for course or classes (Ex cannot be pressured to do things by professors!) Food – max of \$1500 per fiscal year, must be purchased from union director, require itemized for contingency events. Co-sponsored events are encouraged to help even out costs between organizations. Travel – max \$3500, one third of total cost must be funded from organization. New guideline, any travel that is over \$3500 requires 2/3 of that funding to come from the organization. This is to try and get organizations to realize they can fund their selves by making small changes. Key things to look at for travel: \$40 per day and amount they are funding. Traveling within Green Bay transportation is not funded, but UPASS is not in existence, working on bus pass system. This is still in place even though UPASS does not exist. Club Sports – footwear is not funded. Equipment can be funded every 2 years. If a team has to pay registration per person a non-GB student has to pay for themselves. Teams not 2/3 GB-students SUFAC will not fund.

## **VII. Action Items:**

- a. New Members: Jacob Fierst and Brianna Messner
  - i. Allison moves package vote, moved.
  - ii. Approve package, Jaclyn moved, Janae seconded. (8-0-0)
- b. Intertribal Contractual Request
  - i. Discussed (See below)
  - ii. Vote: Passed (7-1-0)

## **VIII. Discussion Items:**

- a. **Intertribal contractual request:**
  - i. We went through all Contractual guidelines with the board to ensure there were no issues with funding the request. 1) Request is under \$3,500, 2) No cosponsoring, 3) Not using funds for a gift, 4) Using Agency funds for advertising, no sure the way or amount, 5) Not required by academic department, 6) Breakdown of costs are given, 7) More than \$200 so brought to board, 8) Amount of their agency funds was not discussed. Can look it up, but cannot use it to not fund because we didn't ask, 9) Was not presented 5 weeks

prior but was an expectation because we are at the beginning of year, they also came and presented which was good.

**IX. Announcements:**

Nick: From my 2 years, things are more productive and entertaining if people feel comfortable to speak their mind. I highly suggest pointing out any issues you may see, and put your opinion out there.

John: You should be okay with disagreeing with one another in a civil way. It is ok to go against a vote if you have your reasons if they are within the guidelines. Also, auxiliary presenters want you to ask questions so they know you understood what they were talking about.

Q: Allie: “Do most orgs have current agency account?”

A: Allison and Lea advised that “The money comes from fundraising, the larger more activate organizations usually have money in their account from saving it up. New organization do not usually have as much.”

**X. Adjournment:** Allison entertained a motion to adjourn the meeting. Jaclyn moved. Kaylie seconded. Meeting adjourned at 6:36 pm.

Respectfully submitted by:  
Miranda Kurzinski  
SUFAC Administrative Assistant