SUFAC Meeting Miniutes

April 6, 2017, 5:15pm

University Union 1965 Room

1. Mark called the meeting to order at 5:17pm
2. Roll Call: Mark Fischer, Courtney Zambon, Allie Hilslope, Alexis Galvan, Kaylie Noll, Brianna Messner, Jaclyn Delgrange, John Landrum
3. Recognition of Guests: Dennis DeBeck, PEAC, PSI CHI
4. Approval of Agenda
	1. Mark entertained a motion to approve the agenda. Brianna Motioned. Kaylie Seconded. Voice Vote. Passed.
5. Approval of Minutes
	1. Mark entertained a motion to approve the agenda from March 30th. Brianna Motioned. Allie Seconded. Voice Vote. Passed.
6. Reports
	1. OFO: Committed is $29,116. Org Startup is currently at $1,372
	2. Liaison: Thank you all for coming.
	3. Senate: There was a constitutional review held at the last senate meeting. The reviews will be voted on this coming meeting.
	4. SGA Exec:
	5. Vice Chair:
	6. Chair: I (Mark) was approved as chair by senate last senate meeting.
7. New Business Items
	1. At large application
		1. Megan Walters
			1. Area of Study: Business
			2. Joining because she is interested in this type of stuff in the future and because Mark had asked her to join.

**Discussion:**

* + - 1. Brianna: She seems like a good fit.

Mark entertains a motion to approve Megan Walters as a member of SUFAC. Brianna Motions. Allie Seconds. Roll Call Vote. 6-0-0. Passed.

* 1. PEAC contingency request
		1. Presentation:

**Brian:** We are submitting a budget request to replace the money that the dietetics club decided not to sponsor us with. The leaders of the dietetics club must have decided not to fund us this year for an unknown reason. We are looking to get the money from the contingency request in order to replace the money that we aren’t getting for Food Day. We are coming so late because we just found out about this a couple of days ago.

* 1. Psi Chi reallocation request
		1. Presentation: We are here today to ask for a contingency request for printing posters. There is a convention being held in Chicago called the MPA. MPA is a place where students are able to showcase their research. This year it will be held from April 20th-April 22nd. We are asking for SUFAC to fund 12 posters for our students, because some of our students can’t afford to buy their own poster. We are asked for a travel request for this event and it was approved, but we are also using our agency funds to cover the rest of the cost.The research they have done was picked out by the professors as top research for this semester.This is an opportunity for UWGB to showcase their psychology department in front of a large group over places like Stevens Point and Lacrosse.

Discussion:

**Courtney:** What are done with the posters afterwards?

**Psi Chi:** They can be hung up around campus or some students will take them home. They are also presented at the symposium too but some students keep them.

**Allie:** How were these funded in previous years?

**Psi Chi:** The psychology department used to be able to fund the posters for everyone, but this year they don’t have the funds to sponsor all the students posters. We have tried to find other options for funding the posters. We are only asking SUFAC to fund posters for 12 students.

**Brianna:** Are the students able to pay for the posters?’

**Psi Chi:** Some of the students are not able to afford the cost for the posters. It would be difficult to tell students they can’t go because we there isn’t funds for the posters. The students are representing the university at a regional level.

Mark entertained a motion to have immediate action on the PEAC contingency request. Kaylie motioned. Brianna Seconded. Voice Vote. Motion passed.

**Discussion:**

**Kaylie:** I didn’t think there was anything wrong with it. It put the org in a bad position because of dietetics pulling out.Crappy other org pulled out.

**Mark:** It’s the same money, but the money dietetics club will just be given to Peac and dietetics club.

**John:** They can always ask for a reallocation of money but they didn’t plan on it.

**Alexis:** They are asking for more money, but it is because they they are in a scramble to get it done.

**John:** This is something to watch out for next year, but somehow the groups that hold large events we have to make sure that they don’t break guidelines. In the future we have to make sure that the individual budgets from each organization for a large event added together don’t break guidelines.

Mark Entertained a motion to approve the request in the amount of $400.00 for PEAC. Brianna Motioned. Allie Seconded. Roll Call Vote. 7-0-0. Motion passed.

1. Appeals
	1. SGA

**Mark:** I think he was asking for a compromise.

**Brianna:** Im fine keeping it where its at.

**Kaylie:** I agree

**Allie:** What is it that he wanted?

**Alexis:** It didn’t break any guidelines so we should leave it the same.

**Brianna:** They should just put in contingency requests and we would be happy to listen.

**John:** You are all denying the appeal right?

**Everyone:** yes.

**John:** Alexis, you wanted to stay with the decision because you didn’t break guidelines right?

**Alexis:** Yes, we didn’t break any.

**John:** So you are rejecting his appeal that the students elected him because you followed the guidelines?

**Everyone**: Yes

Mark entertains a motion to deny the SGA appeal, and keep the budget the same way it was as decided on D-Day. Allie motioned. Brianna seconded. Roll Call. 4-0-3. Motion Passed.

* 1. Justices
		1. **Brianna:** I thought it made sense
		2. **Mark:** We voted on cutting the justices honorariums at 100%, even though we weren’t planning on cutting any of the honorariums.
		3. **Courntey:** I thought it was good. Would that money come from somewhere else in the SGA budget?
		4. **Mark**: No, the budget would go up in total.
		5. **Kaylie:** Since our plan was to not cut the honorariums on D-Day, we should give them what they want because we weren’t planning on cutting any honorariums.
		6. **Alexis:** I agree.
		7. **Brianna:** I agree.

Mark entertains a motion to approve this appeal. Allie Motioned. Jaclyn Seconded. Roll Call Vote. 4-0-3. Motion Passed.

1. Discussion Items

Mark Enterained a motion to add Psi Chi to discussions. Allie Motioned. Jaclyn Seconded. Voice Vote. Motion Passed.

* 1. **Allie:** It is a big deal that they are getting our name out there. And it is a good idea that we compete against and with other schools. I see the issue, but it’s a good idea.

 **Jaclyn:** What’s the rule for advertisement through posters?

 **John:** We do have 8 1/2 by 11 posters, 11 by 17 posters and a poster room that we fund.

 **Jaclyn:** Is this different because it is an academic thing?

 **John:** It has to determined that its viewpoint neutrality.

 **Brianna:** They had a good argument, and we can base it off that?

 **John:** Yes.

**Allie:** They have tried to find every place they could to get money. They used this as their last resort to get money for the posters.

**John:** If GBB was to come ask for posters for the basketball team, would we be able to fund the posters for them?

**Allie:** This is for academics. GBB would be for sports. These posters would benefit the school. If we can get our name out there that is a pretty good reason.

 **John:** These are posters for individuals. They are asking for 12 posters for 12 individuals.

 **Kaylie:** Are they members of the organization?

 **John:** Yes, but its for their individual research projects..

 **Alexis:** If we don’t fund it. Then some students wouldn’t be able to go.

 **John:** I don’t think that’s what she said.

 **Alexis:** Some of the students wouldn’t be able to afford to go they said.

**Mark:** We are in guideline review and we can amend it to say academic uses. But we aren’t supposed to fund academics.

**Brianna:** This isn’t a class, because it is through an organization that helps further their development.

 **John:** Did ansyone ask if they get credit for this?

 No one did

**Jaclyn:** They are doing it for extra credit or something like that. It was part of a class but theirs was chosen because their research was good.

 **Kaylie:** We shouldn’t break guidelines unless we change the bylaws first.

 **Courtney:** I wouldn’t be able to do it though because we couldn’t do it for other orgs.

 **Megan:** Do we know when they knew about this?

 **Mark**: We didn’t ask.

 **Megan:** They could hold a fundraiser to get the extra funds.

**Alexis**: We aren’t voting on this tonight? Could we email and ask them questions? One of the questions being; Is the research project for school Credit?

**Mark**: Yes. Another question is how long did they know they needed funding for this?

**Brianna:** Could we ask if they could fundraise enough money for this?

**Courtney:** They could always ask for money for other things, rather then spending it on this?

**Brianna:** They said there travel reques is being used for travel, gas and hotel expenses.

**John:** We can have Mark look into this to see if we can fund more of their other expenses. This way they can use their agency fund for the posters.

**Mark:** I will email them the questions this week.

* 1. By laws and guidelines
		1. Committed Guidelines:
			1. See Attached Document

**Mark:** Anything that is stricken through would be taken out. Anything that is bolded would be added. We discussed the bags, cords and sashes last week. If we did fund them it would get expensive.

* + 1. Contractual
			1. See Attached Document.
		2. Food Request
			1. See Attached Document
		3. Gudielines for constitution:
			1. See Attached Document.
		4. Club Sports:
			1. See Attached Document.
		5. Food Request:
			1. See Attached Document.
			2. Major food events

**Kaylie:** Can we say anything about that if an org commits to funding an event they can’t pull out?

**Mark:** Yes we can add that to 6, under food guidelines.

**Brianna:** Maybe the leaders of the dietetics club decided against it because they can’t go to the event. They should still have to fund it though even if they can’t make it.

**Alexis:** So they still have to fund the money for the event even though they may not support it?

**Brianna**: Yes, this way they can’t just ditch them, they have to pay it either way.

**John:** You could put it underneath 10, then the executive member can just tell them. Then you don’t have to build a guideline specifically for this. You have to tell the next executive to tell them about this in person. 10 is meant to have the exec tell them about it so issues don’t arise about it.

**Brianna:** Wouldn’t future years down the road not know about it?

**John:** The next exec should develop their own process to achieve that goal and pass it to future execs.

* Bylaws:

See Attached for specific details on whats being struck and where it is being struck.

* + Absences ( See Attachment)
		- Amended portions:

#### ~~Three~~ One unexcused absences or ~~five~~ four excused absences shall be permitted to accumulate per academic school year. Definition of an unexcused absence shall include failure to personally notify the Chair or Vice-Chair of absence within 24 hours of the meeting. Discretion of an unexcused absence due to extenuating circumstances (ex: personal emergency) shall be left to the Chair. The accumulation of ~~four~~ two unexcused or ~~six~~ five excused absences shall result in ~~immediate~~ removal from the Board.

#### ~~Five early departures or late arrivals, or some combination of the two, will be allowed to accumulate per academic semester. A late arrival shall be defined as entering a meeting more than 20 minutes after it has been called to order without giving 24 hour notice to the Chair or Vice Chair. An early departure shall be defined as exiting a meeting without returning when there are equal to or more than one half of the agenda items remaining on the agenda at the time of the departure without giving 24 hour notice to the Chair or Vice Chair. The accumulation of six late arrival or early departures shall result in immediate removal from the Board. The accumulation of a combination of eight excused absences, unexcused absences, early departures and/ or late arrivals shall result in immediate removal from the Board.~~

#### ~~The accumulation of absences, early departures or late arrivals will begin with the recent election or appointment of any member. An accumulation in excess of the above stated absences in the given time period will result in the automatic removal of that member from the committee. A replacement shall be appointed as above. An accumulation in excess of the above stated early departures or late arrivals in the given time period shall suffice as legitimate evidence for a request submitted in conjunction with Article III, Section A (7).~~ If a dismissed member wishes to dispute the above action, that member must submit written notice of the desire to be heard. The member must be heard within four weeks of the date of breach, except during official school vacations. During the four-week period immediately following the dismissal of any member, the dismissed member shall have all voting rights suspended. In the event of an appeal to the dismissal action, a two-thirds majority of ‘yes’ votes from the committee will be required for the reinstatement.

* + Remove 16 because the Fourth Estate is gone. ( See Attached Document)
		- Proposed Amendment:

##### ~~16) Serve as a voting member on the Fourth Estate editorial selections committee, or appoint a SUFAC Board member to do so in their absence.~~

* + C) Adding a pro tempore to take spot if both Chair and Vice Chair leave. ( See Attached Document)
		- Proposed Amendment:

### Vice-Chair Pro Tempore

***(i) If either the chair or vice-chair (or both) is unavailable, the Vice-Chair Pro Tempore will assume the duties of either one as needed*.

 1) The Vice Chair Pro Tempore will be the most senior serving member of SUFAC and
 will be determined at the first meeting of the committee in the fall.**

* + Voting Requirements/ Proxy Voting ( See Attached Document)
		- Proposed Amendment:

### Proxy voting is discouraged as it is important to have members hear budget requests, discuss them and then vote on them. Members may proxy only on D Day, and only for brief absences. A member may proxy on a vote or two at most, provided they are in attendance and voting during the rest of the D Day meeting. No other proxy voting is permitted.

* + Appeals ( See Attached Document)
		- Proposed Amendments:

#### The word appeal has the same meaning as the word complaint (see SGA Constitution, Section 1.04(f)).

#### During the appeal process, all appeals will be audio recorded throughout the entire process.

#### Appeals of a SUFAC decision can be initiated by an organization that was denied or not fully funded a request in the following process:

##### The organization shall submit a request to review said decision by providing a request, either written or electronic statement, for review detailing the basis for the appeal to the SUFAC within seven days of the sent date on the decision letter.

##### The SUFAC Chair and Vice Chair shall determine if the appeal is warranted based on ~~the~~ ~~resolution of the concerns detailed in the decision letter within~~**. concerns of procedural matters or viewpoint neutrality issues. These are the only grounds under which an appeal will be deemed warranted.**

* + - II Recording. During the appeal process, all appeals will be audio recorded throughout the entire process.

Discussion:

**Brianna:** Hard to do?

**Mark:** Yes, but we should do it so we have it like d-day?

**Brianna:** Do we need it to be professional?

**John:** Yes.

**Courney:** Do we need to do it through the microphone?

**John:** Yes it would be because in the future we can listen to it after the meeting.

* + - Decision Letter ( See attached Document
			* Proposed Amendment:

### Decision Letters shall be sent to the organizational representative listed on requests that are submitted for approval ~~and the first advisor listed on the Student Life Big List of Orgs (or the advisor listed as the primary advisor)~~. If a request is approved, the decision letter need only include that it was approved and advise the organization to contact OFO for spending procedures. If a request is denied, the decision letter shall include the specific reasons discussed during the deliberation on that request. If the request is not approved in full, the decision letter shall include the specific reasons discussed during the deliberation on that request and advise the organization to contact OFO for spending procedures. Names of SUFAC Board members who voiced opposition to or support of a request shall not be included with these reasons. Decision letters must be sent out by 4:30pm the following business day, not including decisions made during decision day. Organizations shall receive decision letters within seven days of the Senate’s approval of the segregated fee rate following decision day.

* + - Office Vacancies ( See Attached Document)
			* Proposed Amendment:

#### Until the SGA Senate confirms a new choice for vice-chair, the SUFAC Vice-Chair Pro Tempore will serve as vice chair or chair as needed.

* + - Discipline Policy ( See Attached Document)
			* Proposed Amendment:

## If the member it is filed against is a SUFAC Executive person, the grievance must be submitted in writing or through email to the ~~SGA President~~ SUFAC Resource Liaison, who will determine the appropriate course of action.

1. Announcements
2. Mark entertained a motion to adjourn the meeting at 6:29pm. Allie Motioned. Brianna Seconded. Voice Vote. Motion Passed.