SUFAC Meeting Minutes

December 2, 2021 5:15pm

1965 Room, UWGB

1. Call to Order
2. Roll Call
3. Recognition of Guests
   1. Hannah: Leaders Igniting Transformation
   2. Izzy: Dance team
   3. Tessa: Dance team
   4. Hannah: Habitat for Humanity
   5. Julie: Sheepshead Review
   6. Carly: DECA
   7. Isabella: Alternate Theater
4. Approval of Agenda
   1. Motion to approve
      1. So moved: Riley
      2. Seconded: JD
      3. Riley: Amend to move dance team first and add action item titled winter session.
         1. Seconded: Isaac
         2. Agenda is amended
      4. Agenda is approved
5. Approval of Minutes
   1. Motion to approve the minutes
      1. So moved: Riley
      2. Seconded: Aidan
6. Reports
   1. Vice Chair: Busier than normal getting the packet out and emailing
   2. Chair: Last week we met with the Vice Chancellor and Lisa from the budget office to schedule for auxiliary budget presentations. We talked about how an increase in FTE have led the budget office to believe we are colleting 8 million is Seg fees. We have been emailing and fixing budgets under $4000
   3. Senate: At our senate we passed a resolution for statewide student governance which will lead to the creation of statewide body which will get people from all campuses together. Upcoming meeting, we will be reviewing and voting two more resolution one regarding internship opportunities and the is renewing the STARS report.
   4. SGA Exec: I went to the first meeting of representative to make the state governance body.
   5. Liaison: No report
7. New Business
   1. Dance Team
      1. Capital
         1. Uniforms: $2,500
         2. Poms: $1,000
         3. Banner: $34.00
      2. Travel:
         1. Ashwaubenon
            1. $280.00
         2. Indianapolis
            1. $ 3,1234.24
         3. WACPC
            1. 2,827.84
      3. Questions
         1. Harrison: They stay within the org even after someone leaves correct.
            1. Right, we have the uniforms in bins.
         2. Riley: Are these uniforms going to be a fundraiser
            1. Yes Lea said in the past that she initially funded them in the two weeks after we would pay that money back.
         3. JD: The Ashwaubenon trip there is a registration cost.
            1. It is local dance team competition and collegiate teams are allowed to go and show off their routines and we get judged and scored.
         4. Riley: Per SUFAC guidelines we don’t’ fund travel within brown county.
            1. We are driving ourselves.
         5. Harrison: Why do they have 67 for Ashwaubenon?
            1. That number does not matter I can change it and it won’t affect the cost.
         6. Riley: is this the order of preference for which trip is most important.
            1. Yes however Indianapolis is tentative, but we would love to go.
   2. Habitat for Humanity
      1. Committed: $82.00
      2. Food
         1. Fall recruitment: $150.00
         2. Spring recruitment: $150.00
      3. Travel:
         1. New Mexico- or similar: $3,251.20
      4. Questions
         1. Harrison: you said you haven’t decided yet, you have air and rental so you will fly there and then rent a car when you get there?
            1. Yes
         2. Brendan: With the estimate attendance the food is $2 per person is that enough
            1. Yes
         3. Brendan: What are you using the trips for?
            1. It is a week-long trip, and we build a home where we decide to go.
         4. Riley: Our max is $150 per semester for food, do you just want us to bump it up?
            1. Yes that is fine
   3. Alternate Theatre
      1. Committed:
         1. S&E: $650.00
            1. General supplies
            2. Digicopy
            3. Subscriptions
      2. Contractual:
         1. Studio production budget: $2,000.00
         2. Workshop budget: $1,000.00
      3. Food:
         1. End of year event: $150.00
      4. Travel:
         1. Trip one Chicago: $1,836.67
         2. Trip Two: $746.20
         3. Trip Three:
      5. Questions
         1. JD: Is this event being put on by the students?
            1. This is by our organization and students work together. A student will direct, and they will also act in it.

This just seems more like committed thing

It could be but I don’t see a problem.

Harrison: Contractual also includes rights to a film and this would count for that as rights for a script. I don’t think this is completely S&E.

Trista: Can you give us a budget for production?

That would depend on the production that the students chose.

* + - 1. Brendan: Can you describe the department awards
         1. We do a like a friend’s thing giving awards like best hair and stuff the department itself gives out scholarships that is their business and not with our org.
      2. Aidan: I see you budgeted 3,000 and the max is 3,500 would you want to put more into to give yourself more leeway.
         1. We should be fine with that.
      3. JD: That is just for food only right not for the awards
         1. That is just for food
      4. Tristan: With the workshop budgets how many do you do?
         1. Sometimes 3 sometimes 4

Would you mind if we split that up? We don’t have to do that right now or we can do for $250 each

That is fine

* 1. Personal Financial Planning Association
     1. Committed:
        1. Contractual
           1. Banners (2): $70.00
           2. Org step and repeat: $300.00
     2. Contractual:
        1. Financial planning career day: $3,500.00
     3. Travel
        1. Trip one: $1,716.67
        2. Trip two: $1,625.00
     4. Questions:
        1. Riley: For the second trop there is no destination or description do you know where that will be?
           1. No
        2. Tristan: Who is your advisor?
           1. Dr. Cherry
        3. Tristan: We will ask questions to him.
        4. Brendan: Do you know if in the contractual if those funds go to the firms that presenting there or is it for something else?
           1. The event requires a venue marketing and other things that will help host the event and it will help raise sponsorship money.
        5. Tristan: I am email and set up a meeting. In the future the budgets need to be made by the organizational team not the advisor.
  2. Collegiate DECA
     1. Committed
        1. S&E: $33.00
        2. Capital:
           1. Banners: $70.00

We just got approved for a banner, so I don’t know if this is allowed

We just changed the guidelines, and you can get them next year as well.

* + - * 1. T-Shirts: $300.00

Fundraising thing so we will pay that money back

* + 1. Food:
       1. First meeting pizza party: $100.00
    2. Travel:
       1. Orlando: $12,768.05
       2. Delavan: $1,780.01
       3. Madison: $1,200.01
    3. Questions:
       1. Riley: Your travel is over our guidelines, so you are requesting and exception to the $4,000 rule
          1. Yes last I talked to our treasure we were over $400 over budget but yes we are requesting over budget.
          2. Tristan: We could up your org contribution or have you contribute more for another trip.

I think we would be fine to contribute more for the second trip.

Trip two

* + - 1. Harrison: Our max is 150 would you like us to bump that up
      2. JD: POC: Is that open for everyone or just members?
         1. It is an event and first meeting
         2. Please increase amount
      3. JD: Could we revisit the itemized list
      4. Tristan: Increasing the amount for Digi copy to $80.00
      5. Riley: For the chapter dues, what is that?
         1. That is with DECA Inc on the membership site which makes it national, so it falls in guidelines.

On here it says 20 per person

Riley: You pay this amount to the org to be part of   
DECA and we do fund that it. It would go under a different category.

* + - 1. JD: for hotels it is two people per room is that correct
         1. No, it is however the org wants to divvy up the rooms
         2. JD: Confirming to see those numbers were accurate.

It is not up to us to determine how many people they put in a room

* 1. Leaders Igniting Transformation
     1. Committed:
        1. Capital:
     2. Contractual
        1. Dare to Divest: $1,000.00
        2. Movie night: $800.00
        3. Celebration event: $400.00
     3. Food:
        1. Celebration event: $150.00
        2. Chapter Meeting: $100.00
        3. Movie night: $150.00
        4. Recruitment event: $100.00
        5. Farewell event: $150.00
     4. Questions:
        1. Riley: All of these capital items are committed items, are you fine with putting that on the itemized list
           1. Yes.
        2. Tristan: The celebration event is that an open or closed event
           1. This would be just for our members.
        3. Trista: Is three on food an open or closed event?
           1. Open to the entire student body.
        4. Tristan: programs 4 and 5 and at $75 and SUFAC only allows one event per semester and right now it looks like you have three so would you like us to remove one and ask for an exception?
           1. You can get rid of the farewell one

We will update program 4 to $150

* + - 1. Riley: If I could suggest getting rid of the second one and bumping the other two $150
         1. That sounds perfect
      2. Got rid of $100 for non-perishable food event. Make $150 for welcome and farewell and $150 for movie
  1. Sheepshead Review
     1. Committed Supplies: $10,200.00
        1. S&E: General supplies and Digicopy
        2. Capital
           1. Sheepshead Review Fall: $5,000.00
           2. Sheepshead Review Spring: $5,000.00
     2. Questions
        1. JD: could we look at the capital items. These are the books you distribute right
           1. Yes

Capital items stay with in the org so are you asking for an exception

* + - 1. Tristan: Are you are asking for an exception?
         1. Yes
      2. Riley: How many copies?
         1. It can range form 300-400 but it is based on the journal we print.
      3. Riley: There are a lot of copies in the SUFAC office can we have one?
         1. Yes absolutely.
      4. Harrison: do you have a mailing list? What percentage is UWGB student faculty and staff and what percentage is outside of GB
         1. That depends on the contributors. Each contributor gets 2. Mailing purposes only go out to contributors. For students, they are expected to come pick them up on campus.

1. Five Minute break
2. Discussion
   1. Dance Team
      1. Committed
         1. Are poms apparel. I think not. That is different form a uniform
            1. Brenden: I agree
            2. Ted: I disagree. It is a part of their uniform, and it is still important to the success of the org.

Aidan: I agree

* + - * 1. Brenden: It is like Pep band an instrument is integral, but it is not apparel
        2. Ted: The pom is a visual stimulant, and it just makes them look nice so it would be apparel
        3. Riley: A tuba is audio stimulation which then is similar to the function of a pom.
        4. JD: If it is part of the uniform I feel like they justified the cost.
        5. Ted: The context it also important because one tuba can cost $1000 and the poms for the whole team cost $1000.
        6. Tristan: Vote if poms are part of the uniform.
        7. Total: 5-1-2 this would classify poms as apparel
        8. Tristan: Are we for granting exception for apparel cost without the reimbursement for clothing?

JD: I feel like they justified the need.

Ted: Considering they are being used at Bucks games, the Resch, and on campus games, they will be a representation of the school the exception would be that the team can represent the school with professional equipment.

Essential to their org

Riley: I would agree with that given it is apparel they provide something to the university without good poms would not reflect well.

Tristan: Should we grant an exception to the purchase of the poms as they are essential to the organization.

Vote passes unanimously

Commit: looks good within guidelines

* + 1. Travel: looks good within guidelines
  1. Habitat for Humanity
     1. Committed: Looks good within guidelines
     2. Food: Looks good within guidelines
     3. Travel: Looks good within guidelines
  2. Alternate Theatre
     1. Committed: Looks good within guidelines
     2. Contractual:
        1. JD: It looks good, but we had the clarification for itemized list will we still pursue that.
        2. Tristan: Would you like us to reach out and get a better list for what is contractual verses general supplies?
           1. Yes
        3. Tristan: For program two we talked about splitting that up into 4 smaller programs. It is better to have individual events.
     3. Food: Looks good within guidelines
     4. Travel: Looks good within guidelines.
  3. Personal Financial Planning Association
     1. I want to start off by speaking with Cherry. There has been a lack of communication between students and the advisor. These budgets should be created by students. I will ask him every question that was asked during the session.
     2. JD: Can I motion to table the discussion to another meeting.
     3. Committed:
        1. Riley: What is a step and repeat?
           1. Very large banner with logos on it.

That is not allowed within our guidelines.

* + 1. Contractual: Looks good within guidelines but it needs a lot of clarification.
       1. It sounded like they were trying to attract money from firms which is very not allowed.
    2. Travel:
       1. Questions about the descriptions
          1. One of them had no mileage or destination
          2. The second trip has nothing
          3. John: This a new org and they may not know enough to know where events are being held.
  1. Collegiate DECA
     1. Committed: Looks good within guidelines
     2. Food: Looks good within guidelines
     3. Travel: Looks good within guidelines
  2. Leaders Igniting Transformation
     1. Riley: Is there anything that violated the guidelines now. No
     2. The only reason they had to present was because they were new. They were asking for an exception to the amount of the event but technically we don’t need to discuss this.
     3. Riley: Are you fine if we don’t discuss this on D-day or can we put it with the other budgets under $4000?
        1. Put it with the other budgets
  3. Sheepshead Review
     1. Riley: Restate the points this is a very old organization that regularly uses this amount of funding every year. It does provide a very good service and I think it is worth granting an exception.
     2. Ted: I would concur and add that hundreds of applications come in form non-students so this a big thing for non-students to be applying.
     3. If you are in favor of granting an exception or capital items raise your hand.
        1. 8-0-0

1. Action Item
   1. Winter Session
      1. Tristan: Finals are coming up so I figure none of you want to meet next week.
      2. Riley: I would like to move to enter winter session.
         1. Seconded: Aidan
         2. Riley: That exists so we don’t have to go through contingencies and what not.
         3. Tristan: It gives us more flexibility and more deciding ability for me and Riley.
      3. JD: Calls to question
         1. Vote
            1. 7-0-2
2. Announcements
   1. JD: If you would like, I am on campus over break, and we can work on getting Kara connected better for next semester.
3. Adjournment
   1. So moved: Riley
   2. Seconded: JD