

## SUFAC

Meeting Minutes for November 21, 2013

### I. Call to Order

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

### II. Roll Call

- a. **Members Present:** Kimberly Dawson, Shawn Brown, John Landrum, Reed Heintzkill, Heba Mohammad -SGA Exec., Bea Yang-OFO, Gain Bae, Penghan Yi, Elizabeth Smeaton, Joel Taipale, Vanya Koepke

### III. Recognition of Guests:

**Athletics Department:** Dan McIver

**Curling Club:** Phil Huberty

**Facilities Management:** Paul Pinkston

**Business and Finance:** Kelly Franz, Dick Anderson

### IV. Approval of Agenda and Minutes:

Kim entertained a motion to approve the agenda. Shawn motioned. Reed seconded. Shawn called the question. Voice Vote. Agenda passed.

Kim entertained a motion to approve the minutes. Joel motioned. Reed seconded. Shawn called the question. Voice vote. Minutes Approved.

### V. Reports

- a. **OFO:** Contingency is \$22,303.50 and small organization start up is \$947.00.
- b. **Senate:** N/A
- c. **SGA Exec:** She's living the dream.
- d. **Vice Chair:** As of 20 minutes ago, the deadline for vice-chair apps has subsided. I will be graduating in May so we will be looking to fill the Chair position next fall.
- e. **Chair:** Next week, you will have two binders on the bookshelf. The second will have student org. budgets that do not fit in the binders you already have. The meetings have been short so far but prepare to go until 7:30-8:00 until D-Day. There are at least 6 orgs per week that we will be hearing from. There will be 10 minutes for presentation and 10 minutes for Q&A. It will be timed and we can discuss any more details after the presentation, further questions can be asked over e-mail. Make sure to listen to the questions being asked during the meetings to not waste time asking the same questions. Write down everything because you won't remember it later. Do not assume information because we cannot make decisions that way, so it is important to ask questions. Let the guidelines guide your questions. Please try to arrive before 5:15 for the meeting because there will be a lot of papers to prepare your binders with. We do not have a meeting next week.

## **VI. Discussion Items:**

### **a. Curling Club Contingency Requests:**

**Committed Request Form:** They have two more members since the last time they came in. They want to get the new memberships as soon as possible. The second member is currently in Germany traveling abroad but she will be here after semester break, which is when the registration for the USCA closes. Everyone needs to be registered before then in order to participate in Nationals so they are requesting a total of \$200.00.

#### **Travel Request (Rice Lake, WI):**

They already have two rooms approved, one for males and another for females, which doesn't exceed hotel occupancy. The total expense is \$268.00 but they are willing to pay \$90.00 so they are requesting \$178.00. They are requesting immediate action on this request.

Shawn motioned to make the Rice Lake Trip immediate action. Joel seconded. Gain called the question. Motion passed 7-0-0.

#### **Travel Request (Hartland, WI):**

The registration is \$160.00 per team and they are staying their two nights with two rooms. Transportation would cost \$87.00. This event is a three game minimum, which is why they need two rooms. The total expense is \$527.50 but they are willing to pay \$180.00 so they are requesting \$347.00.

#### **Travel Request (Calumet, MI)**

The registration is \$150 per team. They will be using their own vehicle so transportation would cost \$159.25. The total expense is \$749.25 but they are willing to pay \$270.25, so they are requesting \$479.00.

This past weekend, we placed first in the event in Escanaba. We have a strong feeling that we will score enough merit points to place in Nationals if we play as well as we did in Escanaba.

#### **Questions:**

Shawn asked if they already have 8 members? Yes.

Elizabeth asked about the membership, how long is the annual fee? It lasts from the beginning to end of the curling season. We already have a discounted membership because it is usually \$200.00, we only have to pay \$100.00. These memberships will last through the spring.

Shawn asked, when are Nationals? He estimates March 14-16<sup>th</sup>.

Heba asked, how do you qualify for Nationals? There are two ways to qualify for nationals. One way is through merit points.

Shawn POI: One of our guidelines is that we fund a maximum of 4 trips per year. If we fund these, SUFAC may not be able to fund the Nationals trip unless we decide to break the guidelines.

Kim POI: If we approve these and you did not use the money, we could reallocate the money. Kim asked, how many people are on the team during the events? There are 4 people per team on the ice, if someone does not do well there can be substitutes.

Reed asked if we have a total amount allocated for travel, and if so are we going to exceed it? No.

Kim asked him to prioritize the trip requests. He cannot rank Nationals before one of these events because they have not gained those points yet to guarantee a place in Nationals. If they can gain those merit points at Rice Lake, they would prioritize Nationals before the other trips. Right now, they are not guaranteed a spot but if they win an automatic spot or gain enough merit points, they would ask to reallocate the funds.

Joel asked, where is Nationals going to be? Blaine, Minnesota.

Gain noticed in the guidelines that there is a maximum \$40 per person funded so she is questioning the math. There will be only 4 people going on each trip and they are all three days long. Kim commented that the math could be calculated later.

- b. KEC Facilities Presentation:** This budget maintains the Kress Center and the grounds. For the fiscal 2014-1015, they are requesting \$263,000. They are not requesting any extra money for utilities. This covers the grounds keeper, 3 custodians, a custodian supervisor, and a facilities specialist. It also funds student or LTE employment. They have a lot of turnover for custodial shifts and they have a vacancy right now again. It's a low paying job and third shift is where they start before transferring to first and second shift. They cover central operation, electrical, plumbing, blacksmith, and outside maintenance. This budget request doesn't cover the whole building.

The S&E budget will increase by 2.5%. In the past, they have asked for \$46,000 but this year they are asking for \$41,000. The custodial is the biggest expense, such as cleaning supplies. They wanted to keep a \$50,000 balance just in case of a major breakdown and they are still at the balance now. They do have an issue with the air handler in the KEC. They estimated \$200,000 to repair. State funds would largely cover this cost as well as campus funds. They are consistently doing repairs, such as lighting. They have a lot of expensive lighting in the building. A ballast costs about \$200 a piece and they last about 5-7 years depending on 10 years. They will need to replace some of those soon. The wall washing fixtures in the fitness areas are \$400 a piece and some of those are going bad. They are going to put in energy efficient lighting to save money.

They are always having surplus on their salary every year because of people transferring out or leaving. They have not used a lot of the LTE because of students leaving for a few weeks at a time for family emergencies, etc. The ending cash balance is estimated \$121,000 and it continually drops down to that \$50,000 mark.

**Questions:**

Vanya asked about the cost of the new energy efficient lights? It costs about \$150 for fixtures as well as another \$100 for labor to install the fixtures. The lights will last 24,000 hours so about 6-7 years. A lot of it depends on the areas that they are replacing the lights but these will be better fixtures.

Vanya asked if the air handler will be a total of \$200,000? It is actually the steam coil that needs to be replaced. The \$200,000 cost is based on other air handler coils in the buildings. It will be a challenge to install. The cost is an estimate. They did a repair about two years ago and the warranty ended. They do maintenance every two months to note if there are some issues.

Reed asked for more specific breakdown on the increase in personnel costs? There was the 1% compensation plan that the state approved that reflects the \$128,000 for fringe benefits. The assumptions page in the budget shows a 3% increase, driven by the cost of health insurance. Part of the increase is whether they have single workers or whether an employee has a family plan.

Heba asked if last year showed savings after replacing the lighting? The poolside room and the two intermural gyms were replaced, which has saved \$14,000 a year. They are also looking to replace the lighting in the Dick Bennet gym but they haven't found a substitute to match the strength of the lighting. The replacement lights are the same types of fixtures.

Shawn asked besides the air handler and lighting, what is the state of the equipment otherwise? Good. The auto scrubbers are good. There is not a lot of movable equipment. We have tools and a lift that are all in good shape overall. The roof is also in good shape. The biggest expense for the KEC is the replacement of the video boards. Technology outdates itself in two years and the boards are already about 7 years old, which will cost about a half a million dollars to replace.

Kim asked about projects for next year? None for the KEC. They will not know about capital projects from the UW-system until January. The biggest one they are hoping for is the first floor library remodel, which would be about a \$700,000 project. There is also some roadwork they are trying to push through next year as well as other maintenance issues.

**c. Athletics presentation:** They are proud of our academic achievements and graduation success rates, which is 91%. This was recognized as the highest in the Horizon league because the average is 82%. They are behind the average in most of our sports but they have dealt with this over the years. Salaries in coaches are generally behind in most sport programs excluding men's basketball, which is not provided. There are 9 sports programs. Athletics is on a 3-year rolling base so they

are requesting funding for 2016-2017. They are also requesting a 3% increase. There has been tremendous movement within college conferences, such as expansions in the Big 10. There are 9 schools in the league and it is estimated that 3 more teams will be added in the near future. This will increase travel costs. They know within the next 3 years that the league will expand but they do not know which teams will join the Horizon League, nonetheless it will impact the budget. They get funding from NCA based on the number of teams UWGB has. There are a minimum number of 14 sports to be a Division I institution.

They have two individuals responsible for fundraising that resigned in August, which has added workload on the rest of the department but it has saved in salaries. Men's basketball was strong this year and many packages were sold. \$120,000 was brought in for the Badgers game. They have a big game coming up against University of Virginia in a few weeks and they are hoping to have high sales. The budget shows \$1.3 million for student fees and \$230,000 for sponsorships next year with a slight increase every year after that. Every year they try to generate more money but hopefully with the success of the men's basketball team, the revenue will increase. Hall of Fame banquet every year is not a big money maker. They gain revenue on the concession sales during athletic events in the KEC, which is estimated \$75,000 next year and 2% increase in the years after that. They charged for streaming events online but this year they have decided not to because of the league's disapproval. Another big revenue source is merchandise sales, which is estimated \$10,000 in 2014-2015 and 2% increase after that.

The Phoenix fund is the organization that does all of fundraising. There is an annual fund drive in the fall where staff members and community volunteers seek donations. There are also other special events that generate about \$150,000. It is difficult to create a unique fundraiser since there are so many other non-profit organizations. The last few years, the economy has been rough so the donations are not as high. They receive guarantee contracts with other teams in men's basketball, which means teams pay UWGB to go play them. They try to have one per year. There is \$50,000 flat fee but it could be higher or lower based on the schedule next year.

They get three distributions from NCA, one is Grant & Aid distribution based on the number of athletic scholarships they give. There are also funds based on the number of sports they have as well as a health fund to support athletes with injuries. There is going to be less this year because they offered fewer scholarships but after that, they are projecting a 4% increase every year. There is also book resale for athletes with scholarships. All the teams in the Horizon league try to strengthen their teams to produce better revenue for the league.

Estimated \$3.47 million in revenue next year. \$1.1 million in salaries for next year with a \$348,000 fringe estimate and 1% increase every year after. S&E covers

travel, budgeting for \$652,000, which is less because of the resources available with a 3% increase after. All of the athletes must come to sports practice before the season starts. The department must house them and feed them during winter break. There is \$89,000 for medical expenses, most of which is student athlete insurance. The inventory for concessions is about \$48,000. Contracted services include the costs of the website, which is about \$18,000 per year. The majority of athletes are not on full scholarships. Most of them are on tuition-only state scholarships. \$490,000 for scholarships next year and there is an estimated 3% increase per year because of the cost of living. Their operating margin is estimated \$3.4 million in 2014-2015. Their reserve was a negative coming into this year because of revenue from the horizon league that came later. Overall, they do not have a large reserve but they do have money in the foundation.

### **Questions:**

Elizabeth asked what is the ideal reserve? \$500,000 range but the budget can fluctuate.

Heba asked what do you have to do to qualify to be in the Horizon League? If someone expresses interest with the correct status, they look at the sports the institution offers to see if it matches the rest of the schools in the league. They also have to fit the academic profile of the other schools in the league. Location also plays a factor as well as the commitment of the institution to athletics. They also look at Men's basketball success.

Vanya asked what the minimum GPA for athletes? It depends on the student's year in school. In sophomore year there is a minimum of 1.8, junior year is 1.9 and senior year is a 2.0 GPA. Those standards are going to increase in the future.

Shawn asked how are ticket sales from last year compared to years prior? Last year it was stable. It is driven off of men's basketball success and he thinks they are in the best place over this next 2-year period. The fact that they sold out the Badgers game two weeks before says a lot.

Heba asked what type of community hours the athletes contribute and how do we encourage student athletes to participate on campus? A lot of them participate on campus with youth as mentors.

Reed asked if they would be willing to provide the 102 budget? Yes, it is roughly 7.2 million dollars in total. They have a good relationship with the Oneida tribe. Compact dollars from the state is about \$247,000. They just signed a new deal with the Resch Center. This contract provided they a \$6,000 rental fee a game. They do not get a cut from concessions or parking.

Elizabeth asked about the game guarantees, why do they pay us? It's all about the win. They pay basketball teams to avoid road games and to get an easy win.

Heba asked about the Resch contract, are we always paying to play there and losing money? We pay rent but we get all of the ticket sales so we cover the costs.

Heba asked who decided to renew the Resch contract? Ultimately the athletic director and the chancellor made the decision. There was no discussion with student government.

Heba also asked about ticket sales? The university sets the ticket costs, they are the highest priced in the league.

Heba asked about what is the benefit of playing at the Resch? It helps with recruitment and the community wanted our men's basketball to stay in that area. Season ticketholders like it better by Lambeau field because there is more entertainment. There are 4 men's basketball games on campus and there is negative feedback from season ticketholders. Their revenue is largely based on the attendance, which is limited in the Kress.

Reed asked about the other schools involved in the league and what is the portion that comes from seg-fee that funds other schools? For the public schools in the league, they are larger and receive more funding from student fees. They are thankful for what the students give and they can never get to the level as these other schools because of the smaller size. They generate more money themselves compared to other schools to supplement their budget. They are limited by the size of the institution.

Vanya asked if other teams in Horizon League charge student admission? No, he doesn't believe so.

Shawn asked, we understand the expenses are high but what is the justification for the estimated 3% increase? A lot of it is anticipated because the cost of living goes up every year, which affects travel. They expect travel expenses to increase. It is difficult to estimate, and the numbers were based off of historic information.

Heba asked what it would do to student attendance to charge admission?

They charged students in the past but they do not want to charge admission because students are essentially paying through their fees. School spirit is lacking in this institution. Green Bandana group has done a great job generating student pride. School pride starts in athletics, it can change the culture. Athletes need to get involved on campus and be the leaders to get the students involved.

## **Discussion:**

### **KEC Facilities**

Shawn commented that overall, the state of their equipment is solid.

Heba says they get an A.

Elizabeth thinks that it is good that they are saving money replacing fixtures rather than repairing them.

Reed commented that it is of concern that they are not asking for more money, but they are spending more money. There will be less in their reserve.

### **Athletics**

Elizabeth is concerned about their ideal reserve because it is not even close. They are getting pretty low on their reserves.

Reed commented that because they are budgeted 3 years out, it is not as big of an issue because they can cover problems, even going into a negative balance.

Heba does not think they should have an increase. She wasn't convinced that athletes are responsible for other significant leadership roles on campus. She would like further justification.

Reed will be interested in the 102 budget Athletics provides because this is our largest budget. The state funds will give light to the amount of money we are spending in comparison to the size of the program.

Reed also mentioned how the auxiliaries give great propaganda pieces even though they are under funded.

Vanya commented that there has been great academic performance, especially concerning GPA. They are greatly exceeding the 1.8GPA minimum.

## **VII. Action Items**

### **a. Curling Club Travel Request (Rice Lake)**

Reed motioned to approve the Rice Lake travel request in full. Gain seconded.

#### **Discussion:**

Shawn POI: The total request comes out to be \$543.00 when considering the earlier request.

The chance that they have significant chances of going to state gives SUFAC justification to go against our guidelines.

Kim commented that since they did not have a budget last year, these requests can be thought of as last year's budget being requested in parts at a time.

Roll call vote. Motion passed 7-0-0.

## **VIII. Announcements:**

Shawn announced that we should be familiar with the budgets beforehand so we do not need to think of questions during the presentation. There is no meeting next week.

Kim announced that we should also have our guidelines handy.

**IX. Adjournment:** Kim entertained a motion to adjourn the meeting. Shawn motioned. Reed seconded. Elizabeth called the question. Shawn acclimated. Meeting adjourned at 7:16 pm.

Respectfully submitted by:

Sarah Batten

SUFAC Administrative Assistant