

SUFAC  
Meeting Minutes for October 24, 2013

**I. Call to Order**

SUFAC Chair Kim Dawson called the meeting to order at 5:19 pm.

**II. Roll Call**

- a. **Members Present:** Kimberly Dawson, Shawn Brown, John Landrum, Reed Heintzkill, Megan Leonard, Heba Mohammad-SGA Exec., Bea Yang-OFO, Gain Bae, Elizabeth Smeaton, Joel Taipale, Andrew Lindstrom

**III. Recognition of Guests:**

**Sheepshead Review:** Beth Heidtke, Jake Jenkins

**IV. Approval of Agenda and Minutes:** Kim entertained a motion to approve the agenda. Reed motioned. Andrew seconded. Shawn moved to strike Discussion Item B. Reed Seconded. Joel called the question. Voice Vote. Motion passed.

Kim entertained a motion to approve the agenda as amended. Reed motioned. Voice Vote. Motion passed.

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

**V. Reports**

- a. **OFO:** Contingency is \$24,870.61 and small organization start up is \$1,147.00.
- b. **Senate:**
- c. **SGA Exec:**
- d. **Vice Chair:** Thanks for coming.
- e. **Chair:** We had two budget training sessions this week, which is required for any organization wanting to submit a budget. There were over 30 organizations that were not represented at the meetings. They can email SUFAC and schedule a private meeting. Budgets due November 15<sup>th</sup>.

**VI. Discussion Items:**

- a. **Sheepshead Review Committed Request**

Sheepshead Review is requesting an additional \$1600 to their previously granted budget to cover the 15% increase in the printing cost since last year. This expense will cover the fall and spring issues. The spring issue is about 16-32 pages larger than the fall issue, which consists of about 120 pages.

**Questions:**

Reed asked, what changed from the previous quote? They used the bid from the previous fall semester when organizing their budget, which was an estimated 128 pages with the same finish as last year. There are different bids depending on the printing company and some offer a discount, which causes prices to fluctuate. The lowest quote came out to be \$5,239 this year.

Joel asked, what kind of organization is the Sheepshead Review? It is the campus journal of arts and literature. Last year was very successful with only a small number of copies remaining after distribution. Student work is included as well as renowned Wisconsin artists. About 3 years ago, the journal was opened to a national market and they are now receiving submissions outside of the state. Sheepshead has received high reviews for their content and design. Last year, one of the issues received the Student Aggie award, which praises the work of student designers. There has been a 25% increase in submissions this year and they are worried that they will fall in the quality after all their growth without the additional funding.

Vanya asked, who is responsible for the design? The issues are entirely student designed. Vanya also asked, where can a student get a copy? They are found around the campus, such as in the Cofrin Library, as well as other local businesses and public libraries. The staff also distributes them throughout the community while also distributing copies amongst a list of subscribers.

Heba asked, what percentage of the issues published are UWGB student work? About 95% of the art section and 60-70% of the poetry section is UWGB student work while most the fiction section is from outside of the campus. There is more UWGB student work in the spring journal. They have been including more noteworthy artists, which boosts student confidence to be placed alongside their work.

Shawn asked, could you alter some parts of the issues (such as design, color, etc.) to lower the bid? They estimated that they would have to reduce the journal to three-color, which would hurt their visual arts section. This section is about 98% student work so they would need to contact those students to ask their approval to reduce the color.

Heba asked, how many issues are sent to outside businesses? These businesses are under contract, which states that if any of the journals are sold, the money will come back to the students.

Reed POI: This is just an additional amount added onto a previous budget so some of these general budget questions can be saved for later in the year.

Andrew asked, how much money does advertising bring in? It costs \$125 for a full-page ad in the review and they also do ad exchanges with other journals to further publicize.

Heba asked, how many students are in the Sheepshead organization? There are 39 students enrolled in the class and there are 4 students participating just in the organization not for academic credit.

Gain asked, what happens to the leftover journals? There will be another distribution table to handout the older issues along with the new ones. They are also given to the Dean's office to be handed out to prospective students.

**Discussion:**

Elizabeth asked about whether it is a conflict that they are receiving academic credit? Kim states that is not considered a concern when it comes to the budget. John stated that it is in the same category as Fourth Estate and other media outlets on campus.

Vanya commented that this is a great opportunity for students to show off their talent and have their work placed alongside known artists.

**a. Budgetary Training (Kim)**

**VII. Action Items**

**VIII. Announcements:**

Heba announced that there is an interested SUFAC applicant.

**IX. Adjournment:** Kim entertained a motion to adjourn the meeting. Reed motioned. Shawn seconded. Megan called the question. Reed acclimated. Meeting adjourned at 6:13 pm.

Respectfully submitted by:  
Sarah Batten  
SUFAC Administrative Assistant