

**SUFAC Minutes  
October 29, 2015**

**I. Call to Order**

SUFAC Chair Eric Kissinger called the meeting to order at 5:15 pm.

**II. Roll Call**

- a. **Members Present:** Eric Kissinger, Allison LeMahieu, John Landrum, Lea Truttman (OFO), Milton Byers, Erica Kuehn, Nathan Rousseau, Noelle Poppe, Gretchen Klefstad, Thomas Gentilini, Reed Heintzkill, Marc Minani, Hannah Stepp, Samuel Welhouse
- b. **Absent:** Penghan Yi (excused), Nikolas Austin (excused)

**III. Recognition of Guests:**

Dean of Students: Brenda Amenson-Hill

Student Life: Lisa Tetzloff

Budget Office: Dick Anderson

RHAA: Brandi Kochera, Ashley Keenan, Alysia Campbell

**IV. Approval of Agenda and Minutes:** Eric entertained a motion to approve the agenda. Marc Motioned. Tom Seconded. Voice Vote. Agenda passed.

Eric entertained a motion to approve the minutes from the October 15<sup>th</sup> meeting. Milton motioned. Nathan seconded. Voice Vote. Agenda passed.

**V. Reports**

- a. **OFO:** Committed funds amounts to \$31,764.53 and org start up are \$1460.85.
- b. **Liaison:** Big week on campus. There's Cheap Seats this weekend. It's family weekend. Men's basketball game is Saturday at 1pm and women's basketball game at 4pm.
- c. **Senate:** We had an emergency meeting on Monday to talk about concealed carry. There was a resolution presented that we will vote about.
- d. **SGA Exec:** One of my execs met with academic advising to fix SIS to run more smoothly for students and faculty. We are also working on a dining plan. It's a huge change for our campus to move on from Aviand's. I'll be presenting a little bit more on the app tonight before you vote.
- e. **Vice Chair:** We approved reallocations for Red Cross for \$98, SASU for \$64, International club for \$366.67, and OLA for \$34. There was also a WOC committed request for \$100. Org budget training went very well.
- f. **Chair:** Please pass on your proxy if you need to leave the meeting early.

**VI. Budget Hearings**

**a. Dean of Students Budget (Brenda Amenson-Hill)**

We are the umbrella leadership for Student Life, Multicultural center, financial aid, and career services. We work collaboratively to offer support. We try to help students with various issues such as death in the

family, suicide, accidents, etc. Today I was working with a student that was recently diagnosed with cancer, which is not uncommon. We are also on multiple committees for emergency response. We try to focus on prevention but there are often unforeseen circumstances. We also sponsor events like focus, task forces on campus, the 50<sup>th</sup> anniversary, etc. We do not have professional staff salaries on this budget because that will be state funded. We do not plan an increase until 2020. We are trying to be respectful of the fact that education is expensive by offering quality at low costs. This budget is comprised of S&E and student employment. We have actually lost a lot of staff in the last ten years. We have a healthy cash balance because we did not spend as much as we predicted last year. Reasons include that we had one person leave and nobody could travel during the travel ban. We are trying to spend it on things that we actually need. Student employment was slightly increased this year than predicted. One of our university staff was on medical leave so we allowed one of student workers take on extra hours to compensate for that absence. In my request, I'm asking for more in student employment and less in S&E but the total remains the same.

In 2020, we will ask for a slight increase but hopefully we will have more students to lower the seg-fee.

**Questions/Comments:**

- Reed asked about the \$10,000 increase in S&E.

We will be spending out of our reserve for the 50<sup>th</sup> anniversary and diversity training. We also started a new mentoring program this year but it wasn't in the AIC budget. I'm estimating right now that we will be spending about \$10,000 extra on those activities. Student Life and the union also pitched in.

**b. Office of Student Life**

We aim to create memorable experiences and learning opportunities. Everything in Student Life has been growing over the years. We have gotten very efficient. We are also coming in with a 0% increase. We have a substantial cash balance this year. We haven't filled a position because of the hiring freeze and we are hoping to hire someone by January 4<sup>th</sup>. We are 100% funded by SUFAC. We collect some money for travel and we generally reinvest the money back into the programs, which are very expensive. We have booth rentals, movie ticket sales, but we typically do not take in a lot of money. When we have big concerts, we have some ticket revenue but we tend to actually take on losses due to the expense of those programs. Fortunately, we have reserve to cover that. About 65% of our budget is personnel. We spend about 5% of our budget on food. We spend 1% of the budget on incentive items and some on professional development. We collaborate on  $\frac{3}{4}$  of our programs to extend our funds. We are asked on occasion to support events. We have 6 full-

time staff, 1 part-time, and 11 student staff. I have requested through the university a pay increase for one of the managers. Good Times Programming is no longer a student organization but an office of student life which means that this position has greater responsibility. We are requesting to change the OFO position from 55% time to 70% time, which would add about 10 hours of service to the academic year, which would help students. It is a fairly minimal increase. We would be absorbing that into our current budget so we are still not asking for an increase because of our cash balance. We supervise the ambassadors but they are not paid from our budget. We try to cut costs and our budget is pretty stable.

**Questions/Comments:**

- Allison asked about the difference between program coordinator 1 and 2? It differs based on responsibilities, not based on hours.
- Milton commented that as a student leader, Student Life is awesome.
- Reed asked why the cash balance was being built up so much? It was not intended. The cash balances will be needed over the next few years. We are hoping to have a spring concert, which will also lower our cash balance.
- Reed commented that there is often confusion about the division between AIC and Student Life due to the proximity. We are funded separately but we do share the space. It has worked out to be so close because it allows AIC, Student Life, and SGA to intermingle.

**c. SGA App-Hannah Stepp**

Janae was wondering if they brought the retention statistics that she previously asked about? No. This will encourage student engagement and participation, which will also support retention.

Tom asked how long it has taken to achieve the current progress with the app since the cost also depends on the number of hours invested. They do not have the numbers.

Reed was curious about the news feed. Is there a possibility to get other sources in addition to Fourth Estate? That is their starting point since that is student produced. Reed asked if there would be conflict with Fourth Estate's app? They also want to be a part of this app due to the student support.

Nathan asked if the survey determined who was a commuter versus campus residents? No.

Milton asked if the bus system would be included in the app? For phase 2, we are hoping to include that. However, in order to launch it in spring of 2016, we will not be able to include that. In the future, we should be able to track the GPS location of the bus.

## **VII. Action Items**

**a. SGA App Contractual**

Eric entertained a motion to enter committee of the whole. Milton motioned. Nathan seconded.

There was mention of the fact that if SGA requests funding from other campus organizations, the students are still technically funding the project by funding the budgets for those organizations. However, it is not guaranteed that this will occur. There are more positive feelings after seeing visual representations of the app. Some of the concerns have been addressed.

Reed motioned to exit committee of the whole. Erica seconded.

Eric entertained a motion to approve the SGA contractual contingency request. Tom motioned. Erica seconded.

Nathan called the question. Roll-call vote. Motion passed 9-3-0.

**b. Jazz Travel Requests**

Allison commented that the one trip is farther away so it costs a bit more than the Chilton trip. Eric commented that it was decided that they would take a coach bus due to the instruments that they will be transporting. Samuel made a comment that we cannot fund travel within Brown County. Milton replied that it would be unreasonable to tell them to transport their instruments on the city bus. Samuel asked for the difference in the costs for using a school bus instead of coach bus. Allison replied that it would be about \$500 for both trips. Tom asked how many people are going on this trip? About 30 people and the request fits the guidelines.

Eric entertained a motion to approve the packaged requests. Reed motioned to package the requests for a total of \$983.00.

Nathan called the question. Roll-call vote. Motion passed 10-1-0.

**VIII. Discussion Items**

- a. Discuss Presented Auxiliary Budgets

**IX. Announcements**

Allison commented that the multicultural ad hoc committee is planning on presenting their findings next week.

- X. Adjournment:** Eric entertained a motion to adjourn the meeting. Reed acclimated. Meeting adjourned at 6:35pm.

Respectfully submitted by:  
Sarah Batten  
SUFAC Administrative Assistant