

**Services and Activities Fee Committee**  
**Minutes from April 4, 2008**

Members

Rob Amidon* (p)	Lauren Horgan (p)
Nic Brown (p)	Nancy Hyde Corning* (a)
David Bush* (p)	Lu Jiang (p)
Drew Dussault (excused)	Alan Li (p)
Phil Noll (p)	*ex-officio, non-voting

1. The meeting was called to order at 9:12 a.m.
2. April Reagan from the MBA group was present to appeal the \$0 recommended from the committee. She explained that the intent of her group's appeal was not social but for networking and mentoring activities. Her appeal was for \$1750.
3. Lynda West from the Career Center was present to thank the committee for its recommended funding level and to inform them of the huge increase in the number of students served in her operation.
4. Cindy, Jad, and Don Whitney (advisor) were present from the Intercultural Club. They thanked the committee for the recommended funding of \$8,000 but questioned why funding had to be linked to CEB's budget. The club is also requesting an additional \$2,000, for a total of \$10,000. The committee understands that the club will continue to charge more for non-UWB students.
5. Jen Droege from Student Life expressed thanks for the recommended allocations for Student Life Operations, Recreation and Wellness, and the Fitness Center. Regarding the Fitness Center long-term proposal, she asked for an additional \$8,925 to fund two plasma screens in the new workout gym. Unfortunately, the Student Technology Fee Committee was unable to fund the plasmas. The STFC will, however, assume costs for the infrastructure (software). Jen also requested permission to reallocate funds within two budgets (Student Life Operations and Recreation and Wellness). Specifically, she would like to fund the Recreation Coordinator at .70 FTE rather than .50 FTE as the Fitness Center will require greater supervision than what a half-time person can handle.

6. Drs. Jeanne Heuving and Diane Gillespie were present to request funding for the Literary Journal (*Clamor*). They apologized for overlooking the deadline to apply for funding. Prof. Heuving expressed her passion for the Journal and how sorry she was for missing the deadline. She explained that several students benefit by both publishing the journal and getting their work included in the publication. Inclusiveness and excellence are the two hallmarks for publishing. The IAS department is willing to fund up to 20% of the costs and is reorganizing staff to support faculty in meeting SAF deadlines in the future. A total of \$8,600 is needed to publish the journal in 2008-09, and IAS has committed up to \$1,700 of this amount.
  
7. Phil reported that he received notification from the Teacher Certification Program that its students will participate in the 2008 commencement ceremony for the first time. Funds were allocated by last year's committee for a Teacher Certification commencement reception with an understanding that those students were ineligible to participate in graduation exercises. Now that Teacher Certification students are eligible, the Education Program would still like to host a reception with the \$1,200 grant received from last year's committee. Since the grant was awarded with the understanding that Teacher Certification students were ineligible to participate in ceremonies, the committee unanimously chose not to release the funds for a commencement reception. This is consistent with how the other academic programs are treated with regard to commencement receptions.
  
8. David briefed the committee on the updated FTE figure and corrected spreadsheet and budget stipulations. He mentioned that the FTE figure is still being discussed by the administration, but a conservative estimate is based on 2,015 FTE.

<b>2008-09 Distribution of Fees (Revised)</b>		
2,015 FTE @ \$101.65 X 3 Quarters*	\$	614,474
Estimated Summer 2008 Revenue		48,000
Less 9% contingency for under enrollment		(59,623)
Net Revenue	\$	602,851
Less Mandated Loan Fund (3.5%)		(21,100)
<b>Revised Net Revenue</b>	<b>\$</b>	<b>581,751</b>

9. Based upon appeals heard at the meeting today, the committee made the following adjustments:
- The committee unanimously granted approval to reallocate money within the Student Life Operations and Recreation and Wellness budgets to accommodate an increase in the Recreation Coordinator's FTE (from .50 to .70). Accordingly, the Recreation and Wellness budget is increased by \$6,250 and Student Life Operations reduced by \$6,250.
  - The committee unanimously authorized \$9,000 in long-term funds to purchase two plasma television screens for the fitness center. This increases the total Fitness Center award to \$175,000.
  - The committee unanimously agreed to disaggregate funding from CEB for the Intercultural Club's activities as requested by the club but expects the club to work in collaboration with CEB in organizing its annual Intercultural Night due to the scope of the event. Accordingly, a total of \$8,000 is allocated to the Intercultural Club for its intercultural activities and events, and the same amount is reduced from the CEB budget. The committee further expects that the club will begin keeping accurate data, which will serve to strengthen future proposals made for funding.
  - Funding for the Literary Journal was discussed. The committee unanimously agreed to allocate \$7,000 for the journal with the understanding that the difference of up to \$1,700 (a 20% penalty for being late) will be contributed by IAS. The committee encourages the Journal to submit future requests on time.
  - The committee unanimously agreed to allocate the MBA Student Association \$1,750 for networking and mentoring activities as requested and with the understanding that these events will not be primarily social in nature as originally proposed.
10. The committee formally approved a recommended 7% increase in the SAF fee over the current rate (from \$95 to \$101.65 per student, per quarter).

11. The meeting was adjourned at 12:15 p.m. The final meeting of the committee for the year will take place on Friday, April 11 at 9:00 a.m. in UW1 103.

Minutes submitted by David R. Bush, co-advisor