

Incidental Fee Committee Meeting #10
Friday January 22nd, 2021 | 9:00 AM
Via Zoom (link in calendar invite)
Makana Waikiki in Chair

Minutes

1. Call to order - 9:02 AM
2. Approval of agenda - Approved
3. Roll call
 - a. IFC member
 - i. Nick Denning
 - ii. Juliana Cameron - Entered at 9:38 am
 - iii. Makana Waikiki
 - iv. Quentin Kanta
 - v. Logan Jackson
 - vi. Blanca Jimenez
 - vii. Elvis Solis Santos
 - viii. Kayley Arpaia
 - ix. Carlos Fonseca
 - b. Advisors
 - i. Gary Dukes
 - ii. Darin Silbernagel (proxy for Ana Karaman)
 - c. Area Heads
 - i. Rip Horsey
 - ii. Malissa Larson
 - iii. NJ Johnson
 - iv. Tammy Gardner
 - v. Patrick Moser
 - vi. Emmanuel Macias
 - vii. David Janowiak
 - d. ASWOU Representatives
 - i. Liz Marquez- Senate President
 - ii. Angela Hurtado- ASWOU Secretary
 - iii. Hannah Young - Judicial Administrator

- e. Other representatives
 - i. Lily - Model United Nations
 - ii. Mckensy- President of Model United Nations
 - iii. Jenny Rooper- Vice president of Model UN

Old Business

- 4. None

New Business

- 5. FY 21-22 Small budget Presentation Format
 - a. You will have 10 Minutes for your area
 - b. We ask you make it fact-based
 - c. Also will have 5 minutes for questions

- 6. FY 21-22 Small budget Presentations
 - a. [Abby's House](#) - Malissa Larson
 - i. Budget covers: Student pay (3 of the 12 student advocates) \$5,942
 - ii. OPE student \$203, S and S \$175, and the overhead charge is \$468
 - iii. Total request \$6,788
 - iv. The Abby's House cut packages will reduce the number of advocates and Reduce service and supplies
 - 1. Quentin- How many advocates would you have to cut with each cut amount?
 - 2. Malissa - Not sure yet. Waiting to see what cut package we get.
 - 3. Quentin- Could you get the number before we make our decision
 - 4. Malissa - Yes I could use the numbers from this year. But I would have to talk to the advocates to see if they want to work more hours.
 - 5. Makana- Could we get a number of the largest number of student workers that could get affected?
 - 6. Malissa - The IFC funds three positions so potentially it would be all three. But we still have to talk to all the advocates to see what hours work best for them.
 - b. [Food pantry](#) - Malissa Larson
 - i. Currently funds .30 FTE and benefits for professional staff the .7 FTE is funded by a grant
 - ii. Totals request is \$23,493

- iii. Even if the cut is only 10% then it would impact the ability to hire the professional staff position
 - iv. If IFC chooses this option, funding request will be moved to student pay to support food pantry coordinators
 - v. If we can't fill the position then we will use the money to compensate the 2 student workers. They have asked for another student worker
 - vi. They've done lots of programming and anyone can come to use it. It's for the community.
 - vii. Student line is higher than the salary piece.
 - 1. Quentin- why hasn't the position for the food pantry coordinator spot filled yet?
 - 2. Malissa- For that person that doesn't have an advisor or anything then we decided to find an Abby's house coordinator before finding the food pantry coordinator.
 - 3. Quentin- How many people have applied?
 - 4. Malissa - I can't say how many people but people were on campus last week. Director search takes a long time.
 - 5. Quentin- How do you plan on having the food pantry open without the pro staff member?
 - 6. Malissa - I don't know how to answer that question in the long term but we aren't sure how will we sustain when grant expires.
 - 7. Quentin- Do you think you will be able to fill either position this year?
 - 8. Malissa- I'm trying to find the right person and don't want to settle. Has to be the right person for the job.
 - 9. Quentin - Is there someone else in this call or somewhere else that we can talk to above you?
 - 10. Malissa - No it's all in my area. It takes a long time.
 - 11. Makana - Has the bilingual advocate job posted?
 - 12. Malissa - Not yet posted, waiting to hire a director.
- c. [Access](#) - Malissa Larson
- i. Total request \$20,104
 - ii. It would depend on how much money you all want to put into this- we might have to go into IFC reserves if more services are needed.
 - 1. Makana- I was just wondering have you change your mind about not being Access area head?

2. Malissa - IFC is in charge- It is non-negotiable. Just wanted to save time because Access has to be funded.

d. Childcare - Tammy Gardner

- i. Serve about 60 kids per year- emergency childcare license.
- ii. Serve a total of 27 children and 3 openings left, 13 WOU student parents.
- iii. Serve 3 different focuses - serving WOU students, staff and community.
- iv. Childcare license- weren't able to have elementary and toddler room.
- v. Receive Preschool promise grant.
- vi. We are requesting our service level funding, the same as FY20 \$53,113
- vii. Was able to give a 45% discount to our WOU students - We will never give more than 50% discount.
- viii. This money doesn't go into the pockets of these students. It's a straight transfer- from IFC to Childcare.
- ix. We are not having a summer program.
- x. Childcare is very expensive - grateful to give any stipend.
- xi. 100% of IFC funds go directly to benefit WOU students.

1. Quentin- Has there ever been a joint effort between tie WOU tuition increase with a daycare stipend increase?
2. Tammy- I've only been here for 2 and a half years so I can speak for what's happened before. I do think that at some point we will have to ask for more to keep up with the times. We did raise our rates last year.
3. Quentin- I sit on the tuition committee and a 5% tuition increase has been asked - I think it could be a conversation that you might start having.
4. Tammy- I definitely will bring it up.
5. Juliana- Just to clarify you aren't having a summer program?
6. Tammy- No, I'm not sure if we ever will because of COVID and child care/teaching is exhausting. Teachers want summer off.
7. Juliana - How much would the cut budgets change the stipend?

8. Tammy- Don't know because enrollment changes all the time so we can't know the answer because it depends on WOU student enrollment.

5 minute recess - back at 10:05AM

- e. SLCD - \$0 request may forfeit
 - i. Found other sources for funding

- f. [Student Media](#) - Patrick Moser
 - i. Northwest Passage - 1 student employee
 - ii. KWOU - online radio station - 1 student employee
 - iii. The Western Howl - weekly newspaper - 10 student employees
 - iv. Total cost \$96,656 of that \$72,534 is student payroll
 - v. 4 indexes
 - vi. SE0904- has no student payroll - higher cut because of that to offset other index where there is student payroll
 - vii. [Cut packages](#)
 1. Quentin- You told us that you wouldn't have cuts to student hours at 10% cut.
 2. Patrick - That was a different budget , that was the student engagement.

- g. [WOLF Ride](#) - Emmanuel Macias
 - i. Total ask of \$44,645 (maintain current service level - student pay)
 - ii. Cut packages impact reduction of service, I reduced days but we could have a variation because we could have reduced hours.
 - iii. Top 3 destinations: grocery, dining, residence in Monmouth, and independence
 1. Blanca - We talked about how many days that would affect but we didn't talk about how many student employees are affected?
 2. Emmanuel - We have 8 employees, 20% to 30% reduction will get 6 students employed
 3. Quentin- Operating 5 to midnight next year?
 4. Emanuel- If I have the funding than yes.
 5. Makana - What is the update with the App? Still planning on?

6. Emanuel- There was a lot of support for an App. I don't see sustainable funding- I will explore that if there is more funding.
 7. Makana - I think last year you requested an enhancement of \$7,000. Others being cut made it not fundable at that time.
 8. Elvis- Who was going to create the app?
 9. Emmanuel- There are existing apps/platforms to do this which could be a lot easier than building something in house.
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7. Fy 21-22 Small budget questions
 - a. None

 8. Future Meetings
 - a. Open Hearing Dates
 - i. Wednesday 1/27 @ 2-pm- 4 pm
 - ii. Thursday 1/28 @ 9am- 11pm
 1. Blanca - So are we still meeting for our normal meeting on Friday?
 - a. Makana - Yes, large budget presentations.
 2. Quentin- I was wondering if IFC members could get an update on impas on ASWOU budget?
 3. Liz- Senate tabled the budget- the senators had questions on Business and Finance position. Who would take charge of that.
 4. Quentin- Is there a timeline for when senate will be able to vote on that?
 5. Liz- Hoping that next Thursday they will be able to vote on it but still need more info.
 6. Tammy - Why wouldn't we spread out open hearing and meetings?
 7. Makana- That's because we are doing double process Spring term and FY21. Need to make board of trustee meeting deadlines. I tried to make sure that everything was done by a certain date.
 8. Patrick- Large budget presentations - are you planning on making a final decision for the spring budget? How many large budget presentations?
 9. Makana- Final Spring allocation decision February 12. We 3 large budget presentations, 20 minutes each and 5 minute questions.

10. Patrick- What order for this and next meeting?
11. Makana - How much time do you need?
12. Patrick - We've done 30 minutes for all of them.
13. Makana: Creative Arts, Campus Rec and Athletics next meeting and ASWOU, Student Engagement week after that.

14. Patrick - Can I request that we go first based on a scheduling issue?
15. Makana - absolutely

9. Message from the floor
 - a. None

10. Adjournment
 - a. Adjournment at 10:48 AM