

Incidental Fee Committee
Minutes

Meeting #6
February 03, 2017 12pm
Room 101, Modular Classrooms

1. Call to Order

The meeting is called to order at 12:06pm by Caleb Tingstad, IFC Vice Chair.

2. Roll Call

IFC Members: Caroline Basso, Asia Cohen, Shelby Worthing, Juan Navarro, Lindsey Marquardt, Brian Tesch, and Caleb Tingstad.

IFC Chair: Carter Craig

Advisors: Darin Silbernagel, Director of Business Services; and Gary Dukes, Vice President for Student Affairs.

Area Heads: Barb Dearing, Athletics; Rhys Finch, Student Media; Rip Horsey, Campus Recreation; Leo Mejia Aguilar, ASWOU; Adry Clark, Service Learning & Career Development; Carey Gilbert, Childcare; Aislinn Addington, Abby's House and Patrick Moser, Student Engagement.

Other Representatives: Brandon Neish, Budget Office; Glen Harris, Bryce Vogt, ASWOU Senate Observer; Randi Lydum, Athletics; Cynthia Olivares, ASWOU President; Matthew Ciraulo, Student Activities Board; Megan Habermann, Student Engagement; Chelsee Blatner, Student Engagement; Jessica Roberts, Student Engagement; Willy Lerum, Student Engagement; Don Boderman, Student Engagement; Rhys Finch, Student Media; Tanner Layman, and Student Media.

IFC Secretary: Adela Aguilar

Not Present: Emily Searls, IFC Member; Debbie Diehm, Wolf Ride; Malissa Larson, Access; David Janowiak, Creative Arts and Eric Yahnke, Vice President Finance & Administration.

3. Approval of Minutes

a. January 27, 2017

Asia Cohen moves to approve the minutes from January 27, 2017.

Caroline Basso seconds the motion. No discussion. The motion passes 7-0-0.

4. Approval of the Agenda

Shelby Worthing moves to approve the agenda for Feb 3, 2017.

Asia Cohen seconds the motion. No discussion. The motion passes 7-0-0.

5. Old Business

a. Campus Recreation – Rip Horsey

Rip Horsey provides two handouts to the Committee members to further address some questions from the last meeting.

Brian Tesch had noticed that 5 people were in the building between the hours of 10-11pm and had asked whether the funds being used to keep the building open that hour could be better utilized. Rip Horsey had explained that the 5 represented the number of people entering the building during that hour and not the total number of people in the building. During the week of January 30-February 3 (Monday – Thursday) they did a headcount at 10:30pm and found that the average number of users in the facility for that hour was 29. Because of the time needed, a headcount is not something that can be provided on a regular basis without some technology of some sort.

Caleb Tingstad had previously asked if 80% of unique users was the ceiling of participants. Upon reflection Rip Horsey notes that not all their programs are at 80% of maximum. He also notes that if they do not continue to improve the lifelong habit of regular exercise they are then excluding 970 students.

6. New Business

a. Budget Presentations (Student Engagement, Athletics, ASWOU)

Leo Mejia asks to go first because he will be in class until 3pm. Shelby Worthing notes that if he goes first there will be a total of 45 minutes for both the presentation and questions. The Committee collectively decides that Leo should present after class.

Student Engagement – Patrick Moser

Patrick Moser notes that as of July 1, 2017 his department has a new name; Student Engagement. Previously, when the department went by Werner University Center, Student Leadership & Activities it was not inclusive of everything that is done. Because of the department change there also needed to be a budget reallocation. Patrick provides a breakdown of the current model (WUC/SLA) and the reconfigured model request. There is a \$49,924 increase due to the shifting over the Student Media Advisor pay and general staff/student wages and OPE expenses.

Brandon Neish notes that the Student Engagement worksheets look a little blank since they lack history. Since the budget reallocation includes moving funds from multiple indices it requires more effort to accurately represent the history. The worksheets will hopefully be done in the next week.

Student Leadership & Activities (SLA) personnel, Student Media Advisor, SLA services and supplies, SLA travel, and SLA OrgSync reserve will all be moving to the Student Engagement Operations budget. Werner University Center (WUC) programming will be moving to the Leadership, Inclusion, & Activities (LIA) budget.

Upon creating a new name, the department also put together a new mission statement: We foster learning, development and leadership experiences to empower students to be curious, passionate and engaged individual while cultivating welcoming spaces that encourage a more inclusive, informed and involved community.

The Operations budget basically runs the WUC. Some services & programs include housing multiple WOU departments, advising for Greek Life, Student Media, and Student Activities Board (SAB). Free access to WUC conference rooms for student study groups, Wolfie program, and many more great services and programs are made possible through this budget.

Department accomplishments include 442,531 individual visits in 2015-2016; Patrick also notes that even though enrollment has not increased the building usage has. They have hired new staff members, replaced some carpet, and upgraded their sandwich boards among other things. In thinking of the future they are looking into a food court concept in the Summit, developing a departmental strategic plan, expanding the Greek community, and hosting 2000+ visitors for the 2017 Total Eclipse in August 2017.

The Student Engagement IFC base allocation is \$1,284,992 with \$283,374 in revenue. A total budget of \$1,568,366 with 15% self-generated revenue. Revenue comes from general fund, outside vendors, rental space for the Bookstore and Dining. About 2/3 of the budget is for personnel expenses. A 5% reductions would impact supplies, equipment replacement, service hours, and student employment among other things. A 10% reduction would eliminate Saturday hours, reduce student art purchases, and eliminate a full time professional custodial position.

Enhancement

Megan Habermann explains that Student Engagement is looking to make a small enhancement to OrgSync. The overall cost of the program have increased; they are starting a new 3 year contract. The company has been bought out twice and the new company is not passing on previous discounts. The department has been able to cover the increase through savings. The enhancement would allow them to

retain the application programming interface (API) – this helps other computers talk to OrgSync. Currently the API is being used to access Banner on a daily basis so that new students are granted access within 48 hours. Without API, the department would need to work with University Computing in order to update students about three times per year. The current API is also set to put said students into groups they may belong to; Housing, Non-traditional, etc. Megan also notes that there is a position within ASWOU, though it has not been successfully filled, that could continue to build more features.

The Summer request, though reconfigured, remains the same. The summer budget goes towards maintenance and operations of the WUC, and personnel costs related to Summer Heatwave. A reduction would impact the funds available for building maintenance.

Leadership, Inclusion, and Activities (LIA) budget

Megan Habermann explains that the LIA budget encompasses programmatic events such Discover Leadership, Leadership Recognition Night, Diversity Programming, Leadership Certificate (encourages Committee members to apply via OrgSync), Holiday Tree Lighting and many more programs.

Accomplishments include record participation at Premiere Night and Leadership Certificate, increased involvement in Discover Leadership (from 19 to 25 students), and improvements to comprehensive Greek programming. In the future they are looking at the 50th Holiday Tree Lighting and making it special, expanding Family Weekend and reimagining how to market it to families. Revenue for this budget is about \$2,600 and is mostly obtained from Family Weekend and Leadership Recognition Night.

A 5% reduction would mean reducing WOU Mania and elimination Freebie Fridays. A 10% reduction would eliminate Dead Week programming, reduce Stonewall Center programming, and reduce general programming budget. The Summer budget covers the Heatwave Concerts, refreshments, and marketing. Reductions would impact the Slip & Slide Heatwave event and eliminate one dessert event.

Student Activities Board (SAB) - Matthew Ciraulo

Matthew Ciraulo explains that SAB is a programming board for all WOU students. They are currently trying to redefine what kind of board they want to be. They're new mission statement is as follows: "The Student Activities Board impacts student involvement, success, and school spirit at Western Oregon university by developing quality events that engage and benefit its diverse community." The board has

updated their executive positions, working on retaining members (currently have 10 but started with 13). They are currently running a poll on OrgSync to get a better idea as to what kind of programming students want to attend; currently the top selections are movie nights and excursions.

This year there was holiday craft night that had 30 students in attendance. Casino Night was the big show stopper. Students who dressed up were put in a drawing for a prize, 11 students participated. Campus dining provided 3 different mocktails and there was also a hypnotist. In the future the board is hoping to provide more events for Non-Traditional students and their families. They are looking to do a family night out and also working with student veterans. There will also be a focus on campus created events next year.

The SAB IFC base allocation is \$59,550 with \$4,546 in revenue. So far, they have earned about \$1,300 from blazer tickets sales and holiday float fees. There was a bingo event at the Pub where they were given 25% of the sales (not counted in the \$1,300 yet). They will be selling tickets to the Timbers game and hosting car washes in an effort to get as close to the anticipated revenue as possible. Budget reductions would impact printing and programming.

Questions

Caleb Tingstad asks if the increase in the Student Engagement is due to the reallocation. Patrick Moser explains that the funding level is remaining the same and the increase is due to increases in personnel, OPE, and student wages/minimum wage; there are no other increases. Brandon Neish notes that will be the same for various areas. The Budget office checks worksheets to make sure that only allowable increases make it on the sheets.

Shelby Worthing asks how many events SAB hosts per term. Matthew responds there were 6-7 last term, several smaller events. They are looking to plan some bigger events and think that anywhere between 5 and 7 is a good number of events. Brian Tesch asks about the event attendance. Matthew responds that generally they have 25-30 attendees but had a higher attendance for Casino Night and Craft Night.

Lindsey Marquardt asks how many organizations use OrgSync. Megan responds that there are 66 active portals and about 53 organizations; including all the ASWOU clubs and organizations. Brian Tesch notes that it was mentioned that the OrgSync enhancement was in effect in the previous year. Megan confirms that is accurate, they were able to cover it with savings but will be unable to continue funding it.

Caleb Tingstad asks what will happen if the enhancement is not awarded. Megan responds that they would need to look for further options. They doubt they could get it from the General Fund due to tuition increases. They may be forced to go back to the old product and losing everything that has been developed through API. Housing is a new department and students are placed into their halls for more effective communication would be lost. Caleb Tingstad notes that all students have access but asks how many students use the program. Megan responds that there are 1,122 student actively using OrgSync. There have been 102 unique users in the past 24 hours. She notes that the new users per month is low because students get added on a daily basis. There is consistent growth and first and second year students are more likely to use it. Brian Tesch notes that the middle chart representing the new users per month has a pretty big spike. Megan notes the bump is probably due to adding the alumni who still have access to their Portal. Caleb Tingstad notes that not everyone uses OrgSync and asks if there are any plans to aid that. Megan answers that they've only had the program for three years but have been getting more interest. They are looking for a big push in the Spring by having Housing include their bigger events. SLCD has recently started using it and they are offering more OrgSync trainings to student organizations. WOU Ambassadors are also using it and they would like for admitted students to be added to that portal. Lindsey Marquardt asks if academics could use OrgSync. Megan responds that currently it is set up for extracurricular activities and not really designed for academics but she would be open to a discussion. The WOU calendar is currently feeding from OrgSync.

Brian Tesch asks about the secret agent staff noted on the spreadsheet. Megan responds that they do not reveal the identity of Wolfie. Shelby Worthing asks if expanding OrgSync is possible within their budget or if the budget would need to increase in order to accommodate an expansion. Megan responds that they are currently using 66 portals but have up to 100 available. If they did need to look at an expansion portals are available in groups of 50.

Athletics – Barb Dearing, Randi Lydum, and Glen Harris

Athletics has six male sports and seven female sports. There is administrative staff, athletic training and medical services, strength and conditioning (weight room), and cheerleading as well. Felicia Marshall has been the cheer coach for the last 3 years and has done an amazing job. She will be leaving soon so anyone interested should apply. There are 336 student –athletes and 18 cheerleaders with a 70% academic success rate; about average for public institutions but the goal is to get closer to 80%.

Carter Craig arrives at 1:07pm.

3.17 cumulative department GPA for Fall 2016. This fall they had 33 students qualify for GNAC All Academic Honors for Fall 2016 Sports Programs; does not include freshmen; Caleb Tingstad received it. The departments has various accomplishments which include 39 all GNAC honorees, 62 All-Conference Academic team, and 22 GNAC Player of the Week (at times the same student, could be a little less than 22) among others.

Life in the Balance – being a student and an athlete as well as working in the community. Athletics has been encouraging student athletes to get more involved on campus through Plus Team, ASWOU, and other groups to be better-rounded. They have programmed with Homecoming & Family Weekend events, Alumni events, Preview Days & SOAR, collect food for the WOU Food Pantry, Tree Lighting, Healthy Masculinity Project, and Gentle House Clean up. Several events revolve around sporting events. During the upcoming Preview Day on Saturday the game will be televised on Root Sports and there will be 85 potential students and their families in attendance.

All sports offer clinics on campus. They host gigantic high school and middle school meets in the fall. As well as volleyball tournaments. These type of event bring in a lot of kids and their families to campus. David McDonald always says that if you can get someone on campus and they usually like what they see. Student athletes also volunteer with the local elementary schools with a reading program. The Women's Basketball team are part of the Adopt-A-Highway program. Student athletes log 1,200+ community service hours per year.

The Athletics website has had 213,444 views in the past 30 days; not everyone who looks at the site may be interested in athletics but it gets WOU out there. Athletics is like the front porch, the first thing someone sees that draws them in; a visual connection.

It is important to dispel the myth that all student athletes are on a full ride – that is not the case. There are 336 student athletes, 239 (71%) are receiving athletic aid while 97 (29%) student athletes are not. The average athletic award is \$1,333 per term. If a student was working a minimum wage job to earn the \$1,333 per term, they would still be putting more hours into their sport. The presentation has a slide on scholarship comparison showing where WOU is in relation to the NCAA mean, GNAC mean, and NCAA max; WOU is below all of them at 40 equivalencies. A lot of fundraising efforts go towards scholarships for student athletes. The department would not want to use any scholarship funds go towards any other expenses. WOU's student

athletes come from Oregon, Washington, California, Hawaii, Arizona, Idaho, Nevada, Alaska, Colorado, Montana, Illinois, Georgia, and Guam.

Glen Harris notes that the department tracks how many students attend the events. Last fiscal year there were 5,700 students at the events; 2,079 were unique. So far this year the numbers are looking great as well; 2,827 students with 1,624 being unique. They do note that 68 students are department employees. This year there are a total of 96 total home events that are available to WOU students. There is a big game tomorrow night; all schedules are available online. Randi Lydum notes that Western had the opportunity to host the NCAA West Regional Men's Basketball Tournament because WOU was the #1 team. The event brought in seven different schools (6 from California and 1 from Washington). Due to NCAA rules they were unable to allow students free access. However, they were able to secure some donations to provide free tickets to WOU students. They had a total of 1067 students in attendance with 697 of them being unique students over the course of the tournament. This goes to show that when a team does well there are further opportunities to take part in other activities.

WOU is a member of the GNAC, the furthest of the schools being Alaska and Montana. They are required to play all the schools in the conference, flights are generally needed for the further destinations.

Looking at their IFC allocation, about 49% of it is designated for travel; lights and charter buses. Coaches know the budget is limited and they do their best to cut costs when possible. The budget also pays for salaries, insurance costs, supplies, equipment, and pre-season meals. Fall sports get to campus before classes have started and the pre-season meals ensure they are able to feed those student athletes. They are also required to pay Official's fees for their games, fees that increase and also depend on the needed travel. Athletics is very appreciative of everything the Committee has done for them. The student athletes have a lot of school pride and when they are competing they are competing for all WOU students.

Juan Navarro point of personal privilege at 1:33pm

The department also depends on self-generated revenue to cover other expenses. Ticket sales/concessions/parking/merchandise revenue goes towards helping with operational costs (68 student employees), student athlete recruitment costs, and equipment room operations (laundry). Camps/clinics go towards the 10% fundraising goal for each coach and to supplement operational expenses not covered by IFC. About 60% of the funds remain on campus with

housing and dining. Sponsorships and other fundraising efforts go towards scholarships. Student athletes spend over 6,000 hours per year on fundraising, averaging 20 hours per student athlete, per year.

Juan Navarro returns at 1:37pm.

Enhancements

They have both permanent and one-time enhancements requests. They sat down as a department and did their best to stay with their IFC allocation. Travel is their biggest expense due to having necessary flights to some locations.

Team Travel for Cross Country - \$3000 -

NCAA past fall passed a new rule in how they select teams for post season competitions. The top two teams will automatically move on to nationals. The others will be selected based on how they are performing in comparison to the rest of the country. They will have to compete out of their region at least once to give them that opportunity. If you had qualified and were unable to go how would you feel?

Officials for home games - \$5,087

The fees have gone up, this represents the increase for the same amount of games/events as before. It is basically a cost of living increase. They are asking the Committee to help them cover the increase.

Track Hurdle Replacement - \$3,400

There are currently 10 hurdles that are about a decade old. Replacing them will cost about \$340 each. They want to start systematically replacing them. They are the permanent host for a track and field championship.

Weight Room Equipment (One -time) - \$6,574

The weight room benches need to be reupholstered. The large medicine balls are worn and some occasionally leak sand. The funds are needed to make the room functional.

Softball Field dugout safety netting (NCAA Requirement, One-time) - \$3,500

The NCAA gives a year window for facilities to upgrade to the new standard. They are needed to ensure the safety of the players and the audience. They have received a variety of bids.

Baseball Batting cages - \$2,230 (one-time)

This was a late submittal because the coach was waiting on some vendors. The batting cages were purchased about six years ago with some help from IFC.

The total enhancement request is for \$23,791 and are for improvement that would help for the next six to seven years.

A 5% reduction (\$67,834) would impact the 68 student employees. Travel adjustments would need to be made. Maybe bussing instead of flying which would mean more days out of classes for students. Missing more days could potentially affect the GPA as well. Traveling with less student athletes also limits the substitution patterns a coach has to work with. The uniform replacement cycle would need to be altered or suspended. Currently they are on a 4 year cycle.

A 10% reduction (\$135,668) would include all the 5% cuts and would be seriously damaging to the program. They would not be able to play a complete schedule. Football travel with 54 players, might need to reduce the party to 45 which would reap havoc on substitutions; a severe competitive disadvantage. Would need to look at athletes to cover some of the pre-season costs of meals. They may have to cut the recruiting costs and look at eliminating part time coaches.

Questions

Shelby Worthing asks about the coach to player ration. Barb Dearing responds that it is about 1 to 10 and 1-12 for football, roughly 120 football players.

Barb Dearing lets the Committee know that she understands they are a very large budget and encourages them to ask for any other information they might need.

Lindsey Marquardt asks about the weight room enhancement. Barb Dearing explains that they are in need of several upgrades; bumper plates (hold the weights on the bar), reupholster the benches, a versa climbers (haven't had a new one for seven years) and some large medicine balls (several of them have duct tape). Details for each enhancement request can be found in the packet.

Shelby Worthing asks if the schools utilized in the scholarship comparison are also comparable in size to WOU. Barb Dearing responds the Simone Frasier University is has about 15,000 but all other schools run between 3,000 and 8,000. They do well but are still at the bottom and could do better. Randi also notes that the equivalencies are based on cos of education. Barb Dearing explains that the point of the slide was simply to show where the conference

schools are at, the average for GNAC and where WOU falls in that; there are no Oregon schools. Brian Tesch asks what athletic aid is based on. Randi Lydum explains that it is based on athletic skill and they also look at what else that student athlete may qualify for. Brandon Neish point out that WOU also allocates about 4.5 million during the course of the year for scholarships and some student athletes may be receiving aid there as well.

Juan Navarro asks what decreasing party sizes may look like. Barb Dearing explains that the Men's basketball team currently travels with 12 members. That means the WOU coach has 12 athletes in comparison to the 15 athletes the competition has for rotations. This affects the potential rotations meaning athletes tire more and are at a competitive disadvantage.

Shelby Worthing asks if the unique students at the big tournament were just WOU students. Barb Dearing confirms they were only WOU students. She went out and asked three donors for the funds to be able to offer free tickets to the students. She asked for 300 students per game and the tickets went quickly. Shelby Worthing asks how often WOU will get to host the tournament. Barb Dearing responds that everyone can put in a bid and it is up to the championship committee.

Asia Cohen asks how the department will handle travel if they experienced cuts. Barb Dearing notes that a team currently traveling with 12 may need to travel 10. It will come down to redoing the budget. If the 12 students are necessary that coach may decide they don't need the equipment.

Brian Tesch notes that softball field netting is listed at \$3,500 on the slideshow but the enhancement sheet says \$15,000. Glen Harris explains that there were multiple bids, the \$3,500 is the low bid, and they could make it work.

Lindsey Marquardt asks about the enhancement for officials and whether that would be an increase to what is already depicted on the pie chart. Barb Dearing confirms that is correct, they will know by the end of April if they are going to put on an 8th official for football. They have only been budgeting for 7. Currently still budgeting for the 7. It is a permanent request moving forward. They cannot guarantee they would not come back for more funds later on.

Caleb Tingstad explains to the Committee that if an enhancement is permanent, the first year it must go to towards its original request and can be reallocated in the following years

Juan Navarro asks about the priority for enhancements. Barb Dearing responds that they are already in order. It would be an ideal situation if they could maintain their CSL and have the enhancements but if they had to choose they would much rather receive their full IFC allocation.

Shelby Worthing asks about the 5% cut package in relation to the 68 student employees. Barb Dearing responds that this year they moved from 8- to 68 students in order to use the saving for another need. A similar thing would need to occur if a 5% cut was made.

Caroline Basso asks what kind of fundraisers, other than ticket sales, are done by the student athletes. Randi Lydum explains that it depends on the teams. The Citrus sale has always been a big one, camps/clinics, department wide auctions (a lot of alums), it really varies by team. Softball team had poker night once.

Shelby Worthing notes there are 96 home events and asks if those are all games. Glen Harris confirms they are. He went through all the schedules to come up with that number. He points out that baseball doubleheaders are counted as two games. Shelby Worthing asks about full time/part time staff members. Barb Dearing responds that there are about 40 full time and about 20 part time. The part time employees typically have other jobs and rarely travel with the teams. Shelby Worthing asks where the athletic aid comes from. Randi Lydum responds that it comes from general fund, the foundation, lottery dollars, fundraising, and remission dollars. Barb Dearing notes that the single largest source for scholarships is the Sports Action Lottery, which may not be available in the coming year. Meaning that the department will need to be seeking out an addition 4 to 5 thousand dollars.

Lindsey Marquardt asks if the teams ever cut anyone. Randi Lydum explains that there are tryouts. Some sports have several walk-ons; cross country and football. But the sports with smaller rosters do not have the space. Lindsey asks if there are students that practice with the teams but do not compete. Randi confirms there are. She explains that sometimes students red-shirt on football for their first year to bulk up. Lindsey asks if all student athletes graduate in 4 years. Randi explains that it varies by sport, females graduate at higher rates (national rate). Shelby Worthing asks how many of the 336 student athletes red-shirt. Randi answers about 50 students or less.

Caleb Tingstad, Vice Chair, calls for a break at 2:26pm and asks members to be back at 2:30pm

After Cynthia's reallocation proposal they had the ASWOU Presentation.

ASWOU – Leo Mejia

ASWOU provides the Book Exchange, Food Pantry, Oregon Student Association, and approximately 45 diverse clubs and organizations. Structure wise ASWOU is composed of three branches; Executive, Senate, and Judicial. The Executive branch trains and oversees clubs and organizations. The Senate branch acts as the student voice and governs policies that run ASWOU. The Judicial branch holds ASWOU accountable to the constitution and by-laws. They also hold clubs accountable to ASWOU governing policies.

ASWOU is asking for \$289,961 (previously \$293,030).

ASW903 – Operations – covers payroll, supplies, printer, telecom, and computer services.

ASW909 – Public Relations – posters, Tinkle Times, ASWOU campaigns, New Student Week events, and Student Engagement activities.

ASW910 – Book Exchange – a self-sustaining index.

ASW926 – Executive Expense – ASWOU retreat, OSA Board retreat, conference fees, OSA travel, Lobby visits, and other ASWOU initiatives.

ASW929 – Oregon Student Association – OSA dues will be \$23,004.03, and conference travel

ASW937 – Student Organizations – Supplies for Orgs lounge and 3 trainings per year.

ASW942 – Elections – Voting awareness events and advertising for elections

ASW943 – Multicultural - OSCC/OSERA conferences, MLK week events, International Women's Day, and other diversity events.

ASW968 – sustainability – Green Week events, Earth Day, clothing swap, and bike workshop.

ASW981 – Senate – mostly for printing and awareness programs.

ASW983 – Food Pantry – open to the campus and the community.

A list of the paid positions is provided on a slide. There are 13 positions that are on stipends and two hourly positions.

A list of the 22 funded clubs is included in the slide presentation. Funding levels vary greatly between the clubs.

A 5% cut would result in reducing approximately \$14,498 within the ASWOU internal indices. The major reductions would happen in ASW903 in the form of student pay and administrative costs.

Reduction to the student orgs lounge, conference travel, and OSA travel would also be necessary.

A 10% reduction would be approximately \$28,996 and would force ASWOU to cut club budgets as well. All funded clubs and organizations will be cut the maximum allowed 10% in addition to the previously noted 5% cuts.

Enhancements

Student Veterans of America are requesting \$2,220.49 for conference travel and a banquet dinner. The breakdown is provided on the slideshow.

African Students & Friends Association are requesting \$1,150 for cultural events and clothing.

Questions

Carter Craig asks if Leo has the proper enhancement forms. Leo confirms he has the forms in his office. Leo notes that the Student Veterans of Americas specified they are seeking funds for the national conferment and for an annual banquet and African Students & Friends Association is seeking S&S for events.

Shelby Worthing asks what the OSA fee will be given the current enrollment. Leo responds that the dues will be 23,000.

Lindsey Marquardt asks if the Veteran's Banquet is an annual event and whether they are requesting additional funds. A club representative explains that last year was the first year the banquet was done and it was a great success. They add that this is the first year they are requesting funds from IFC to take some of the pressure off of funding the whole thing. It is open to all of WOU and the community.

Gary Dukes notes that looking through the budgets it looks like some clubs are not spending their funds and is wondering if they are being more active this year; WOUPSA, Wolves Helping Others. Leo responds that he cannot obligate them to spend their funds. Gary asks why ASWOU is continuing to request funding for them if it is not being utilized. Leo responds that he has not looked into that.

Brian Tesch notes that the ASW929 travel dollars are not lining up. Leo notes that they would plan on reallocating if there were remaining funds. Brandon Neish adds that planning for OSA board meetings can be tough since the dates and locations are not decided until August.

Shelby Worthing notes that a 5% reduction would mean reducing \$3000 out of student pay but wants clarification on the \$4,800 that will be taken from administrative expenses. Leo explains that the student pay reduction is the OrgSync programmer and with the rest of it he looked at what was budgeted and tried to be fair and reasonable in reducing the line-items.

Lindsey Marquardt notes that several positions have recently been hired. Brandon Neish explains that salary savings will remain with IFC unless they approve their reallocation. Shelby Worthing asks if the ASWOU Manger is budgeted into ASW903. Brandon Neish confirms that is accurate.

b. ASWOU – reallocation request – occurred before the ASWOU presentation

Cynthia explains that there is \$1,275 in travel in the Oregon Student Association (OSA) index that she would like to reallocate. She would like \$500 for Lobby Day/Roadshow, and the remainder to go towards the OSERA Symposium in May. . Lobby Day will be on February 14 and The Ways & Means Roadshow will be on February 10. There are 36 spots open for the Lobby Day and they currently have 30 students interested; looking to use the WOLF Ride van, and get two 12-passenger vans from the motorpool. Cynthia would also like to look at reallocation from S&S since they are not planning on going to NWSLC but would like to take a second ASWOU retreat.

Caleb Tingstad asks if there is an outline of the request that she can provide. Cynthia apologizes for not having prepared one. She explains that she is still transitioning into her new role as ASWOU president. Shelby Worthing asks how many reallocation requests there are. Cynthia responds that there are multiple but her most urgent request is for the lobby day visits. Caleb Tingstad asks if it is necessary to approve or deny it today or if it could be done next week. Carter Craig notes that it does not have to be done today but thinks they could do it.

Shelby Worthing asks what index the funds would be coming out of. Cynthia responds they would be from ASW929; \$500 for Lobby Day and the rest for the OSER Symposium in May which will be hosted by Southern Oregon University. There is also \$1,100 for NWSLC that she would like to use to go towards a second ASWOU retreat.

Gary Dukes asks what the current budget for OSERA is. Cynthia responds there are currently \$500 allocated for that. Gary asks why that budget is being doubled. Megan Habermann notes that typically the Symposium is hosted closer but is at SOU this year. Cynthia adds

that the NSLC registration is \$125 per student, she has recently hired 6 cabinet members and thinks a retreat would be much more beneficial; the retreat would take place the same date as NWSLC and will benefit more students.

Caleb Tingstad asks what happens at Lobby Day. Cynthia explains that OSA puts together an agenda and there are multiple meetings with legislators in which students can advocate for issues important to them. Lindsey Marquardt asks if there are normally two ASWOU retreats. Cynthia responds that there are not, she is proposing a second retreat because of the circumstances.

Caleb Tingstad notes that he personally does not feel comfortable making a decision without further information and asks if the decision could be postponed until the following week. Cynthia responds that she would not be able to get a group of students to the Roadshow and may not have enough time to submit Lobby Day travel paperwork in on time.

Juan Navarro asks if she is currently only seeking a decision on the \$500. Cynthia confirms that is the case.

Juan Navarro moves to specify \$500 for lobbying under ASW929. Caroline Basso seconds.

Discussion

Shelby Worthing asks if the remaining funds will need to be specified before they are spent. Gary Dukes confirms that is the case. Caleb Tingstad reiterates that he does not feel comfortable voting on the motion and would like to consider it at the following meeting or before. Juan Navarro notes that he also does not feel very comfortable but also understands the benefits of events such as Lobby Day. Rip Horsey asks for more information about Lobby Day, Yasmin Ibarra, Executive Director of OSA, explains that students will have access to over 60 legislators and the theme for the day will be that students are drowning in debt and asking legislators to support them. It is a great opportunity for students to make their presence known at the Capitol. Megan Habermann notes that she' heard from many DACA students that they appreciate the opportunity to lobby for WOU since they cannot be civically engaged due to their immigration status. Lobby Day is an annual event. Juan Navarro, adds that as a DACA student he also sees the benefits associated with Lobby Day. Shelby Worthing notes that she is more comfortable with the request knowing that the funds are in travel and just need to be designated but would like more information on the OSERA Symposium and the ASWOU retreat.

Juan Navarro moves to amend his motion to include to include tableing the other requests. No second. The motion to amend dies. The original motion to specify \$500 for lobbying is back on the table.

After running through the numbers it is apparent that Lobby Day and the Means and Ways Roadshow will not cost the full \$500 but there are more lobbying opportunities in the Spring, and there is some room to take more students as well.

Lobby Day: Wolf Ride \$40, Motorpool costs, \$150 for two vans, plus parking for all 3 parking

Ways & means - \$40

Asia Cohen asks how Lobby Day has been advertised. Cynthia responds that they have reached out to different organization on campus and it has been advertised on the ASWOU chalkboard.

The motion passes 7-1-0.

Shelby Worthing moves to table the remaining requests to the following week. Juan Navarro seconds. The motion passes 8-0-0.

7. Subcommittee Report

Carter Craig notes that David Janowiak had presented some inaccuracies and new documents to review were in their packets.

8. Announcements

Rip Horsey notes that the following meeting will be preliminary decision and asks if the Committee will have a spreadsheet to use. Brandon Neish explains that he will be sending out a link for the Committee members to create proposals with. Instructions will be included in the e-mail but they are welcome to contact him with any questions

Barb Dearing invites everyone to attend the game on Saturday at 5pm against Seattle Pacific. It will be a blackout and there will be free t-shirts for the first 100 students. The game will be televised on Root Sports network and reach between 8 and 9 million homes.

Megan Habermann lets everyone know that at 7pm there will be trivia, free pizza, and prizes in the Willamette room; there will be a very famous Trivia Guru that is not Dr. Dukes.

9. Adjournment

Caleb Tingstad moves to adjourn the meeting. Juan Navarro seconds the motion. No discussion. The motion passes 8-0-0 and the meeting adjourns at 3:48pm.

