SUFAC Meeting Minutes

November 11 5:15pm

1965 Room, UWGB

1. Call to Order
2. Roll Call
3. Recognition of Guests
	1. Sydney: CEO
	2. Cierra: Psi Chi
	3. Cecilia: Psi Chi
4. Approval of Agenda
	1. Motion to approve the agenda
		1. So moved: Riley
		2. Seconded: Ted
		3. Motion to amend the date of the agenda
			1. Seconded: Aidan
			2. Motion passes
		4. Agenda is approved
5. Approval of Minutes
	1. Approve to minutes from October 28th.
		1. So moved: Ted
		2. Seconded: Riley
		3. Motion passes
	2. Motion to approve minutes from last meeting
		1. So moved: Brendan
		2. Seconded: Aidan
		3. Motion passes
6. Reports
	1. Vice Chair: I went to a senate meeting Monday, and I have sent a lot of emails to send as always
	2. Chair: We approved org startup funds for painting club and contingency for DECA. We have been emailing orgs to get responses from questions that were brought up at previous meetings. Met with Dr. King to discuss auxiliary budget and he approved a possible two new SUFAC accounts for capital improvements and the other for general SUFAC reserve. We talked about the FTE rate for the next couple of years.. I also signed and submitted the non-applicable procedures agreement of how auxiliary budgets will submit their budgets and how we are going to approve the auxiliary budgets
	3. Senate: We have10 senators now and everything is going well. We are going to work on parliamentary procedure training. Things are moving forward, and we have a resolution regarding the STARS report and our last score puts us last in the UW system. It costs $585. That money will not come from SUFAC. The resolution right now is just a statement of intent.
	4. SGA Exec: Last senate meeting we had Paul Pinkston from facilities and Matt Suwalski to talk about the union renovation This Monday we have the director for the library systems to talk about performance reviews.
	5. Liaison: Rock climbing trip in Horseshoe Canyon Ranch. Greeksgiving is Friday from 6-8. Women’s basketball Saturday at 1pm.
7. New Business
	1. Psi Chi
		1. Committed:
			1. Capital:
				1. Decorations
				2. Officer engraving plaques
		2. Contractual:
			1. Research workshop: 1,750.00
			2. Psychology Speaker: $1,750.00
		3. Food
			1. Psi Chi induction: $150.00
			2. OrgSmorg fall and spring: $50.00
			3. Fall meeting
		4. Travel:
			1. Midwestern Psychology association: $4069.
		5. Questions
			1. Riley: On your itemized we saw that this doesn’t have the same on your food tab. Would you like us to delete that
				1. Yes
			2. Brendan: Looking at the capital item I was wondering about the engraving and how the expected lifespan is one year.
				1. Every year we get new officers name on the new plaques. They stay up. It is one plaque and every year a new tag is added.
			3. Tristan: The org smog food event, we normal put that in S&E would it be okay if we moved that.
				1. Yes
			4. Tristan: The research workshop, what is the money going towards
				1. The biggest purchase is the posters. It is a summary of the research with the explanations and the data. People come around and you give a mini presentation of the lecture

Are the for individual student’s research.

Yes it might be a group project as well, so each project has their own

These aren’t covered because they are posters for individual use, and they don’t fit size guidelines. Are you asking for exception?

Yes.

* + - * 1. Tristan: Just because org smorg candy got moved to committed, that puts your S&E over $100 so could you send us an itemized list.

Yes

* 1. MSU
		1. Committed:
			1. S&E:
				1. General supplies: $748.00

Itemized: Union ordered banners, candies, promotional items,

* + - * 1. Digicopy: $200.00
		1. Contractual:
			1. Fall Speaker: $1,000.00
			2. Spring Speaker: $1,000.00
			3. MSU Student Development Workshop- Fall 2022: $750.00
			4. MSU Student Development Workshop- Spring 2022: $750.00
		2. Food:
			1. Fall recruitment: $320.00
				1. Multicultural foods. Want food from outside of Chartwells.

We are out of budget so we would be asking for an exception.

* + - 1. Spring recruitment: $150.00
			2. Fall Speaker: $500.00
			3. Spring Speaker: $500.00
			4. Workshop Fall: $100.00
			5. Workshop Spring: $100.00
		1. Travel
			1. Trip one, Minnesota: $2,239.34
			2. Trip two, New Orleans: $1,350.
		2. Questions
			1. Riley: The banner prices changed to our knowledge; do you want us to make it accurate for $35.00. It changed today
				1. Yes you can change that.
			2. Brendan: What is the expected attendance under your contractual events?
				1. We are expecting more people than who is just in our org so about 20-50 people. It is open to others not in our community. For the workshop I would say maybe 20 at the most.
			3. Brendan: Why do you believe we should grant an exception to the extra money for food cost.
				1. We want the extra money for the fall recruitment. We would take money off the speaker events to fit in budget.
			4. Tristan: Right now, the food events put you over $170 and you are asking for an exception to the $150 cap on food and that is because Chartwells isn’t able to cater to the food you would like?
				1. Yes to the exception and yes to Chartwells.
			5. Tristan: This is a closed event right, the bottom one?
				1. Anyone can come so it isn’t closed but I don’t except a lot of people to come.
			6. Riley: Can you expand what would be going on during these workshops and why they aren’t like normal meetings.
				1. For the first one we want to get someone who is older than most students and has experience life and talk to students an mingle and have games. For the other one, we aren’t sure if we want an outside representative. Next year would be our first year reactivating this org, we want to ask our members what they want at those events.
			7. Riley: For the second trip are you planning on using the bus
				1. We are planning to use it, but we don’t need money

So can I delete it

Yes

* + - 1. Tanisha: Banners are going to last more than one year; can we move them to capital items
				1. Yes
			2. Ted: You have the round trip to 320 miles. I don’t know the exact mileage, but I don’t think that’s right.
				1. That might be an error.

That doesn’t add to their money with flights.

* + - 1. How are you getting to the airport?
				1. Someone will drive us or something.
			2. Just to clarify the only exception is for the $320 recruitment event. You were saying if we didn’t grant that exception you would remove money from where?
				1. We will remove money from the speaker events and lower it so we are under the limit if we have to.
			3. The itemized list and the actual request don’t line up. Do you want me to change this number?
				1. You can change it.
			4. What are you giving away?
				1. Candy, small items that we can get for a cheap price

can you provide us an itemized list of what those will be?

Yes.

* 1. Muslim Students Association
		1. Contractual
			1. Guest Speakers: $500.00
			2. Islamic Awareness week: $1,800.00
			3. Hijab and Henna day: $350.00
		2. Food:
			1. Iftar: $1,350.00
				1. Breaking of the fast in Ramadan
			2. Tea Talk: $300.00
		3. Travel:
			1. Trip One, Chicago: $3,695.
		4. Questions:
			1. Riley: This third program for contractual is a fundraiser correct. For that you have to pay us back what we front you. Do you expect to make $600.00? What ever you make on top of that goes into your agency.
				1. Yes
			2. Riley: Do you have rough estimates for these events
				1. 30-35 for the first 2.

Put 100 for the last event

* + - 1. Tanisha: You have nothing for Digicopy for promoting did you want to add anything is there.
				1. We will wait to see.

Tristan: That will require you to request on contingency if you do decide you want money for that. We can just put money in there now.

Put $50.00 in Digicopy

* + - 1. Brendan: I believe food is over total limit, which is $1,500.00, are you asking for an exception or would you like to lower.
				1. Asking for an exception

Tristan: you can ask for an exception

Riley: There is a state guideline that limits food spending to $30 per person at any event. That would bring you down to $1,200. This would put you within all guidelines. Would you be fine with changing this number to $1,200?

Yes that is fine

* + - 1. Brendan: Is that is accurate roundtrip mileage or is that one way. Would you mind if we alter that to make it 420?
				1. Yes, trip mileage was altered and is still within guidelines.
			2. Isaac: Under food I noticed the expected nonstudent attendance is 15 and then 5 for the other one.
				1. Tristan: We did review the guidelines and they say they won’t fund faculty or staff events, so as long as this event is not predominantly faculty and staff event, I don’t think there is an issue.
			3. Riley: There is another state guideline for snacks. The maximum for the tea talk would be $10 per person with a total of $250.00 with expected attendance. Would you like us to change that?
				1. Yes
			4. Riley: We still would like an itemized list from you guys. You can email us with that within the next month or so.
	1. Phoenix Students for Life
		1. Committed: $30.00 for Digicopy
		2. Contractual:
			1. Speaker: $500.00
			2. Rights for a Movie: $250.00
		3. Food:
			1. Welcome meeting $120.00
			2. Farewell meeting: $120.00
			3. Spring Welcome: $120.00
			4. Spring Farewell: $120.00
		4. Travel
			1. Trip one: $3,000
			2. Trip two: $200.00
		5. Questions:
			1. Riley: We split up your registration to make it more equitable. Technically it is all registration, so we split that and created fictitious numbers to ease the cost of SUFAC.
			2. Brendan: I was wondering, it seemed like digicopy would be important to spread you message, is $30.00 enough for that.
				1. It is a little small.

Digicopy is a third party. There is not a cap besides $2,000 for committed. Would you like to bump that up to $50.00

Yes

* + - 1. Tristan: SUFAC guidelines will allow one recruitment or farewell meetings per semester. Would you like us to remove two of them or ask for an exception?
				1. Yeah remove two and make them each $150.00
			2. Brendan: For the movie and speaker foods, those events go over $150.00 and would require and itemized list. We will reach out for an itemized list. Can you explain the rights for the movies and the cost?
				1. You can’t really google prices for the rights to a movie, so I just asked for enough to hopefully cover it.

Tristan: I think this is fine for now and if you don’t spend it, it goes back to our reserves.

* 1. CEO
		1. Committed:
			1. S&E
				1. General supplies: $100.00
				2. Digicopy: $100.00
				3. Subscriptions: $300.00
			2. Capital:
				1. 2 Print Banners: $70.00
				2. Business Cards: $25.00
		2. Food:
			1. Fall Recruitment: $150.00
			2. Spring Recruitment: $150.00
		3. Travel:
			1. CEO Midwest Conference: $1,491.92
		4. Questions:
			1. Tristan: What is the expected attendance for these food events?
				1. 30-50 people
			2. Riley: The itemized list does not match cost.
				1. Itemized list was updated
1. Discussion
	1. Psi Chi
		1. Committed:
			1. Riley: The plaque to my understanding is something that is kept within the org, but they add names to it.
			2. Looks good within guidelines
		2. Contractual
			1. Riley: These posters are way out of our guidelines. The size limit and that we do not pay for poster with individual usage which is what they are asking for.
				1. Harrison: Is this for individual student usage or an academic conference.

Brendan: Both from my understanding.

They are not getting academic credit.

Get clarification.

* + - * 1. Riley: That would be another reason not to go through with it. I am against it because those are some expensive posters.
				2. Tristan: I would assume these posters are exclusively for members of Psi Chi. There may be a group breakdown. These are still individual projects for students in Psi Chi.
				3. Ted: Within the PEA department they do this as well and they are expected to front the cost for the poster and the conference registration.
				4. Brendan: I feel like when we are looking at exemptions we should look at how essential they are for the event. For this specific thing but for all exceptions.

Riley: We should be asking them to justify their reasoning.

* + - * 1. Straw poll vote in favor of excepting the guideline that posters will not be funded for individual student use as well as the size restriction.

No

* + - 1. Event 2 looks good within guidelines
		1. Food: looks good within guidelines
		2. Travel: Looks good within guidelines
	1. MSU
		1. Committed: Looks good within guidelines
			1. Getting a more detailed itemized list
		2. Contractual: Looks good within guidelines
		3. Food:
			1. They are asking for an exception. They are asking for $320.00 based on the type of food they are needing.
			2. Ted: From what I gathered, they wanted other food to get a better deal from Chartwells. Get clarification because if it is just price there should be no exception.
			3. Riley: I don’t think that we should grant this exception because it would not be fair to other orgs and price doesn’t seem like the reason.
			4. Tanisha: I thought they wanted to get food that was more catered towards cultural food and Chartwells didn’t do that for them and not just the price.
			5. Brendan: I asked him if there was an explicit reason, and my thoughts are he seems kind of flakey on the answer and didn’t say this was extremely important and maybe get a better deal and better food than Chartwells.
			6. Strawpull vote: In favor of granting an exception of $150.00 for their recruitment event
				1. 2-5-1
		4. Travel: Looks good within guidelines
	2. Muslim Students Association
		1. Committed: Looks good within guidelines
		2. Contractual: Looks good withing guidelines
			1. Brendan: For contractual funds I was wondering if programs 2 and 3 fall within contractual
				1. Yes because both of them have speakers.
		3. Food:
			1. Ted: On Hijabs and Henna day and the fundraiser to breakeven seems redundant
				1. Fundraisers you have to pay back and as long as they generate $600 that is the end of SUFACs concern.
			2. Tristan: Need a more detailed itemized list.
			3. Isaac: if we get the itemized list I would say looks good within guidelines
		4. Travel: Looks good within guidelines
	3. Phoenix Students for Life
		1. Committed: Looks good within guidelines
		2. Contractual:
			1. Ted: The rights to a movie seemed strange because they aren’t selling tickets to a moving do you still need rights?
				1. Yes.
				2. John: $250.00 seems kind of low.

Tristan: if that is the case they would have to ask for more.

* + - 1. Ted: This would be a copyright violation if we opened up someone’s Netflix and played it or is it still a violation because it is public.
				1. It is a violation if it is a public event.
			2. Looks good within guidelines
		1. Food: Need an itemized list but looks good within guidelines.
		2. Travel: Looks good within guidelines
	1. CEO
		1. Committed:
			1. Riley: That $300 for subscriptions should be in the travel slot I think. Formatting change.
			2. Looks good within guidelines
		2. Food: Looks good within guidelines
		3. Travel: Looks good within guidelines
1. Announcements
	1. Ted: Police chief open forums are next week in the Christie. There is one everyday of the week next week.
	2. Mac: MESA event, Wednesday November 17th in the 1965 room, scholarships and snacks
	3. Tristan: Riley and I are going to Maldonado’s please join us if you would like.
2. Adjournment
	1. Motion to adjourn the meeting
		1. So moved: Riley
		2. Seconded: Ted
		3. Meeting is adjourned.