

# **Student Activities Budget Advisory Committee**

**September 13, 2017**

## **Meeting Minutes**

**Kennesaw campus-CSL Conf. room #277**

**3:30 p.m. – 5:30 p.m.**

**VOTING MEMBERS PRESENT:** Ron Lunk, Broderick Armbrister, Andrea Carpio (proxy included), Cassandra Shannon, Steven Ho, Edmund Tella, Pearl Kananda, Karen Boettler (Proxy included), Dr. Sarah Holliday

**VOTING MEMBERS ABSENT:** Brandon Woodmancy

**OTHER MEMBERS:** Dr. Michael Sanseviro, Ann Marie Thomas, Drew Harvill, Buck Harris, Trecee Safford

**CALL TO ORDER:** Chair Ron Lunk called the meeting to order at 3:34 p.m. on the Kennesaw campus, FSL conference room 277. Attendance was taken and quorum met.

**APPROVAL OF MINUTES:** Chair Ron Lunk called to approve the August 30th, meeting minutes. Motion to approve minutes by Edmund, seconded by Broderick. Vote was taken and **motion passed 7-0-0.**

**UNFINISHED BUSINESS:**  
**None**

### **FUNDING REQUEST**

#### **National Organization of Minority Architecture Students**

Travel-Conference, Houston, TX

Date-October 12-14, 2017

Amount- \$2,000.00

**Questions-** None

**Discussion-** Do we know how they chose the 4 people? No we don't. What if the conference is cancelled as a result of the storms in Texas? Then the amount that is allocated would not be awarded. Sometimes the conference moves locations to be able to deal with storms like this. Would it be feasible to ask them to cover some of the registration fees? We can choose to allocate however much we want up to \$2,000.00. We don't know whether or not if they would be able to raise enough money to cover the cost in a decent time. We could cover the registration portion and have them cover the rest.

**Motion-** Edmund **motioned to approve \$1,297.32**, seconded by Cassandra.

Vote was taken and **motion passed 7-0-0.**

#### **Student Affiliates of the American Chemical Society (SAACS) & Phi Lambda Upsilon (PLU)**

Travel-Conference, Charlotte, NC

Date- November 9-11, 2017

Amount- \$1,982.56

**Questions-** None

**Discussion-** None

**Motion-** Cassandra **motioned to approve \$1,982.56**, seconded by Pearl.

Vote was taken and **motion passed 8-0-0.**(including proxy)

### **Association of Computer Machinery**

Travel-Conference, New York City

Date-October 23-24, 2017

Amount- **\$500.00**

**Questions-**None

**Discussion-** Most of the costs looks like it will be paid by the student. What is this student doing at the conference? It would be good to know whether they are just attending or presenting as well. There can be some benefit to just attending the conference also. The event is also occurring here in Atlanta and the question is why would they go all the way to New York when they can attend the one here in Atlanta?

**Motion-** Broderick **motion to approve \$500.00** seconded, by Sarah.

Vote was taken and **motion, failed 0-6-1.**

### **Association of Computer Machinery (ACM)**

Travel-Conference, Marietta, GA

Date-November 11, 2017

Amount-**\$1,200.00**

**Questions-**None

**Discussion-** Registration cost for 30 students. \$40 for each student. If students have to pay \$40 out of pocket can be a lot. So if we have student come up with half of the cost for the registration this might be helpful.

**Motion:** Edmund **motioned to approve \$20 per individual for a total \$600.00 for registration to the conference**, seconded by Broderick.

Vote was taken, **motion passed 7-0-0.**

### **The American Medical Student Association-Postponed until October meeting**

Travel-Conference, Washington, DC

Date-March 8-11, 2018

Amount- **\$2,000.00**

### **Society of Women Engineers at Kennesaw State University**

Travel-Conference, Austin, TX

Date-October 26-29, 2017

Amount- **\$2,000.00**

**Questions-** None

**Discussion-**None

**Motion-** Steven **motion to approve \$2,000.00** seconded by Sarah.

Vote was taken on the **motion, passed 8-0-0.**(including proxy)

### **American Association of University Women(retracted request)**

Program-AAUW General Body Meeting

Date-September 21, 2017

Amount- **\$133.81**

### **Team Take No L's**

Program-Social Event, Team Take No Ls Season Opener

Date-September 29, 2017

Amount- **\$421.39**

**Questions-** Have you had this event in the past? Yes we have. How many students showed up in the past? About 100. Where are you getting wings from? We are getting them from Wild Wings. Have you looked into Wing Stop, they sell wings at a discount. We will do that.

**Discussion- None**

**Motion-** Edmund **motion to approve \$421.39 seconded by Steven.**

Vote was taken on the **motion, passed 8-0-0.(including proxy)**

### **The French Club**

Program-Cocktail Party

Date-November 9, 2017

Amount- **\$2,500.00**

**Questions-** Why did you pick a Caribbean place to cater the food? We do have a long standing tradition with Golden Krust and we use them every year. They are very easy to work with as well. Did you check with other restaurants around the Kennesaw area? We did not check with other restaurants around Kennesaw. For your Golden Krust invoice, why does it have different options such as a small and a large of the same dish? We told them how many people we are expecting and they then give us menus/pricing based on this. How much have you raised so far? We have not raised anything as yet, but we do plan on incorporating some t-shirt sales and also member fees soon. What is your current membership population? Currently we have a membership of 77. We would ask for \$40 as a membership fee and hopefully we can get that from everyone. Have you considered going to the cupcake location and picking up the cupcakes yourself which would eliminate the delivery cost? No, it would cost us more to be able to transport 300 cupcakes so it's best if they deliver it for us. Also, since it is only \$15 we think we can have them come and deliver it for us.

**Discussion-**They found ways to reduce the costs of the cupcakes. \$1,940 seems to be the total based on what was submitted.

**Motion-** Edmund **motion to approve \$2,000.00 seconded by Pearl.**

Vote was taken on the **motion, passed 6-1-0.**

### **Center for Young Adult Addiction and Recovery**

Program-CORE Survey for Students

Amount- **\$10,105.00**

**Questions-** Is this SABAC fundable? Yes, it is. Is this a onetime survey or will this continue? It is a onetime survey. How does the breakdown of your cost works? Why do you have to pay to send students an email? We have certain confidentiality that would need to be used that includes programming and firewalls. We cannot just ask students to complete survey and not protect them using their email. We have to protect and track who specifically took the survey as well. How do you chose the 10,000 students to do the survey? We will work with KSU/UITs to get a demographic of students to work with to be able to assess who we will work with for the survey. The wellness class does something similar, would it be possible to use that data? This survey is more specific to alcohol, so the information that

Wellness gathers would not work for us. What would be the difference? That survey, has a lot more than just drug and alcohol and this one is specific to alcohol. We do incorporate this data into information that was gathered years ago and also compare them. We cannot just assume that some of the activities that are being done are ok, so this survey will give us solid data so that we can work with students directly. We will help to inform them of ways to get help. How do you use the information that is collected? We will use this information to be able to give them resources. Have you coordinated with the Assessment department, to make sure you are not doing a similar survey that they could be doing? Yes, we are working with Matt Khoury and Jen Wells to help coordinate our efforts in this. Is there a reason you are bringing this to SABAC and not wellness? This is a different collaboration from wellness and the data is used differently. What kind of outcome did you have from the last survey? It was a long time ago, and I wasn't even here then. We will be analyzing the data and comparing it to the data from 2006, which will help us to be more aware of students with issues and help them. Do you have other funding options/sources? We do have a back up plan, but we wanted to see if SABAC could help us first. How are the \$2000 incentives being distributed amongst the students? We will put the students in a pool and select, and maybe do a \$200 gift card to each and maybe as much as even \$500. Direct purchase gift cards are not to be used but special request items which would impact the BOR regulations which says we cannot give gifts more than \$100. It would have to be linked to something earned not a prize. There would be some tax liability, and we would be limited in what the amounts can be as well.

**Discussion-**Would this come out of prior year surplus? No, this year we have structured a reserve which is now 3 different funding sources for one time requests. The new reserve line, has about 10% of budget. Once the registration process has been finalized, there will also be more income coming to SABAC after November 1<sup>st</sup>. The 3<sup>rd</sup> line is the RSO line and if approved it would not come out of the reserved line and would not impact the RSO line at all. Is there precedents that SABAC be used for something like this? There is some precedent, where we have paid for the NESSI survey and also things relating to the survey.

**Motion-** Edmund **motion to approve \$10,105.00 seconded by Broderick.**

Vote was taken on the **motion, failed 3-5-0.**

**Motion-** Steven **motion to approve \$8,105.00 for survey ONLY, no funding for incentives, seconded by Edmund.**

**Vote was taken and motion, passed 6-1-0.**

### **Philosophy Student Association**

Program-Mike Ryan Lecture Series

Amount- **\$6,000.00**

**Questions-** Are these all professors at other universities? Yes, they are. They already know what their values are and what to expect when coming to do these types of events.

Generally speaking you want to agree to a flat rate and make it all inclusive. Get direct quotes, get exact dates and make your decisions based on that. Work out other funding through your area, for the speaker for Emory this way you can work with them for the end of this month. And if you feel you need to come to SABAC for the other upcoming months, then you can do that for future meetings.

**Discussion-** These lectures have been done for years, and considering that they have a history and how impactful this has been, I think this would be very helpful for students. We need more information and this is not enough for us to make a decision. Turn it down and have them resubmit would be greater. \$2,000 per speaker and there are 9 total and we

chose 3 that we would like to have come to campus. \$150 a night for 2 nights for hotel and the speaker fee would be \$800. Karen, from Emory would be one of the speakers, the biggest problem is the uncertainty, so the money that you are requested would go to waste. We don't have quotes, we don't have exact amounts and it does not sound organize or accurate. We would need more concrete numbers in order to make a decision.

**Motion-** Edmund **motion to approve \$6,000.00 seconded by Broderick.**

Vote was taken and **motion, failed 6-0-1.**

**NEW BUSINESS:**

None


**ANNOUNCEMENTS:**

The form on Owl life has been combined, and if they have the option to get multiple quotes and who is eligible and who is selected for travel can also be added. Would that be beneficial? Yes, also add how many have attended past events.

Seeing no further business, the SABAC meeting adjourned at 5:15pm.

Respectfully submitted by Ann Marie Thomas, SABAC Secretary,

Minutes reviewed by:

 Date: 9-14-17  
Ron Lunk, SABAC Chair