

# **Student Activities Budget Advisory Committee**

## **Meeting Minutes**

### **November 14, 2018**

Kennesaw campus – Fraternity & Sorority Life Conference Room,  
Carmichael Student Center room 277

Marietta campus – Student Affairs Suite Conference Room,  
Wilson Student Center room 230

(meeting locations connected via WebEx)

**VOTING MEMBERS PRESENT:** Karen Boettler, Josh Eastwood, Yanik Gregg, Stephen Harr, Sarah Holliday, Laura Hudson, Chris Summerlin, Cynney Walters

**VOTING MEMBERS ABSENT:** Prince Martin (proxy votes included), Phillip Sullivan (proxy votes included)

**OTHER NON-VOTING MEMBERS PRESENT:** Ron Lunk, Trecee Safford, Michael Sanseviro, Ann Marie Thomas, Diane Walker

**CALL TO ORDER:** SABAC Chair Summerlin called the meeting to order at 3:30 p.m. Attendance was taken and quorum was met.

**APPROVAL OF MINUTES:** SABAC Chair Dr. Summerlin invited a motion to approve the October 10<sup>th</sup>, meeting minutes as well as the revised September 12<sup>th</sup> meeting minutes. A motion was made to approve both the October and September meeting minutes by Stephen, seconded by Josh.  
Vote was taken and **motion passed 7-0-0.**

**UNFINISHED BUSINESS:** None

#### **FUNDING REQUESTS**

##### **National Art Education Association**

Information as submitted: This request is for travel support to attend the National Art Education Association's 2018 Conference. All of the 4 student members traveling are in the art education program at Kennesaw State, along with one Faculty advisor. The purpose is to connect with other students and educators from around the nation who can share thoughts and ideas about art education and connect to new ways of learning. The conference itself will have a number of informational workshops, lectures, and tables which will expand the students' ways of thinking about art education and further enable the RSO to fulfill its mission: to teach others about Art. Four students will be traveling along with the advisor.

Travel- National Art Association 2018 Conference, Boston MA

March 13-17, 2019

Amount requested-\$2,000.00

**Questions-** None

**Discussion-** None

Laura **moved to approve \$2,000.00**, seconded by Cynney.

**Motion passed 9-0-0. (proxy votes included)**

### **American Institute of Architecture Students**

Information as submitted: The student who will be traveling is a volunteer on the committee for AIAS FORUM 2018. This forum is to network, hear from sponsors, learn from other leaders, discuss issues relevant to architecture and design education, and conduct official AIAS business. Moreover, the new Board of Directors are elected from a pool of incredibly inspiring candidates as they have speeches, debates and networking opportunities with AIAS members, and the student is also running to be a part of this board of directors, so need to be available to campaign. One student is traveling.

Travel- AIAS Forum 2018 Conference, Seattle WA

December 28-Jan 2, 2019

Amount requested-\$1,400.00

**Questions-** No student representatives attended the meeting.

**Discussion-** Since they previously received funding for travel, are they allowed to get more? Yes, any organization can receive up to \$2,000.00 total for the year. However, since there is only one student traveling, the Protocol Manual only allows up to \$500 per person per year. This organization has been approved by SABAC for a different travel request this year but the expenses have not been reconciled yet, so the amount spent by the RSO and whether the specific student seeking to travel now already received funding for previous travel needs to be verified before any funds are released.

**Sarah moved to approve up to \$500.00 upon verifying that the student is still eligible based on SABAC protocol manual and any previous financial support received,** seconded by Josh.

**Motion passed 7-0-0. (no proxy votes included because motion deviates from initial request)**

### **Campus Outreach**

Information as submitted: The New Year's Conference benefits students because they will receive additional training on leadership and to help them grow spiritually in their everyday lives. This is an opportunity to learn and teach others in a community of 800 like-minded individuals. The conference will be half spiritual based and half leadership based. There are 45 students traveling.

Travel-Conference, Raleigh, NC

December 28-Jan 1, 2019

Amount requested-\$2,000.00

**Questions-** Do you have a plan to raise additional funds needed that cannot be covered by SABAC? Yes, we have secondary funds that we can use to help offset some of the cost per student.

**Discussion-** None

**Josh moved to approve \$2,000.00,** seconded by Cynney.

**Motion passed 8-0-1. (proxy votes included)**

### **Vendetta Show Choir**

Information as submitted: In the RSO Constitution, it states the purpose and goals are to provide members the opportunity to network with professionals and other groups through showcases, competitions, guest instructors, and travel events. This trip is a wonderful opportunity for the organization because it will allow them to fulfill their purpose and mission.

Event: Show Choir America (20 students traveling)

Travel- Show Choir America, Orlando, FL

March 21-24, 2019

Original amount requested in online submission - \$7,980.00. Amount requested amended prior to meeting by requestor to \$2,000 in compliance with SABAC Protocol Manual.

**Questions-** Would the group qualify for competition team funding through the separate process used by Alumni/Foundation? No, they would not qualify for funding through that process at this time.

**Discussion-** Verification that the RSO is eligible to receive funding since they are currently listed as Recognized. Yes, they qualify because as of the end of this month they have existed for over one year and the funds requested are for future travel during a time in which they would qualify to receive student fee funding per the current protocol manual.

Cynney moved to approve \$2,000.00, seconded by Josh.

**Motion passed 9-0-0. (proxy votes included)**

### **Phi Lambda Upsilon**

Information as submitted: This is the semi-annual chemistry trivia night. This is a fun social event open to the entire campus and will be particularly beneficial to general chemistry students preparing for their final exams. Pizza will be provided and prizes awarded to winning teams. This event will be most appealing to general chemistry students of which there are approximately 1200 in the first chemistry course, so this has a wide university appeal. In addition, all students are welcome to attend and the advertising will be campus-wide.

Program-Chemistry Trivia Night

November 27, 2018

Amount requested-\$200.00

**Questions-** None

**Discussion-** None

Josh moved to approve \$200.00, seconded by Stephen.

**Motion passed 9-0-0. (proxy votes included)**

### **Cultural & Community Centers**

Request: Coretta Scott-King Paint & Sip - Wednesday January 23, 2019.

Estimated funds: \$200 for 60 painting canvases and painting supplies; \$500 for KSU Catering Mock-tails) \$700 total This event will honor the life and philanthropic contributions of Dr. King's wife Coretta Scott King. Facts about Mrs. King will be displayed around the room and then attendees will be asked to reflect on her life and paint their reflection on the canvases. Selma Movie Screening - Tuesday, January 22nd (Estimated funds: \$450 for movie rights; \$200 hot cocoa) \$650 total. Desire to show the MLK-themed film Selma and serve hot cocoa for attendees.

Program- Coretta Scott Paint & Sip Selma movie screening

January 22-23, 2019

Amount requested-\$1,350.00

**Questions-** This submission was withdrawn by the requestor prior to the meeting but after the distribution of the agenda.

### **Humane Student Association**

Information as submitted: Speaker/Lecturer Gabriel Miller will share his personal story about becoming vegan and the benefits that being plant-based offers. There will be a Q&A and a brief cooking demonstration, as well as some recipes.

Program-Vegan Wellness with Gabriel Miller

Date-Original submission indicated November 13, date changed to November 27, 2018

Amount requested-\$484.00

**Questions-** No student representatives attended the meeting.

**Discussion-** The online proposal suggested paying for the speaker meals, is that allowed? Lecutre/performance agreements include a flat all-inclusive amount, so no separate meal or travel costs are provided. Should they have had a contract done already for this? There is a preapproved standard form that can be used for expedited approval, but any alterations would require full Legal review. SABAC just needs to focus on the eligibility to receive the funding, and if the RSO cannot get the details coordinated in time the funds will not be expended and the allocation returns to SABAC's balance to support future allocations. Based on the details provided in the online submission, SABAC was able to assess what the RSO was seeking and made an allocation based on the guidelines within the SABAC Protocol Manual. This approval included speaker fees and other allowable costs, if all inclusive with the contract.

Stephen **moved to approve \$484.00**, seconded by Josh.

**Motion passed 8-0-1. (proxy votes included)**

### **Italian Club KSU**

Information as submitted: Christmas party in Italian style with traditional snacks, games, and Befana, the Italian Christmas witch. Estimated student attendance is 50.

Program- Buon Natale, Christmas Party

November 29, 2018

Amount requested-\$61.90

**Questions-** No student representatives attended the meeting.

**Discussion-** This organization requested funds before for a previous event and the location that they stated the event would be held did not appear available to all students. Should we be concerned about providing additional funding when it is not clear yet how the previous funds were allocated and whether those events were open to all students? We can use Owl life for details such as attendance, and whether they used swipes, and ensure they have reconciled previous event expenses before expending additional funds. Since there is no representative present, if SABAC does not believe there is sufficient information from the online submission, further information can be requested from the RSO or approvals can be made with specific instructions. Based on the details provided in the online submission, SABAC was able to assess what the RSO was seeking for this specific program and made an allocation based on the guidelines within the SABAC Protocol Manual. This approval was based on supporting documents that were submitted and approval is contingent upon receipts from all previously funded events being reconciled.

Stephen **moved to approve \$61.90, once the receipts from the previously funded events have been reconciled**, seconded by Josh.

**Motion passed 7-0-0. (no proxy votes included because motion deviates from initial request)**

**NEW BUSINESS:** None

### **ANNOUNCEMENTS:**

Michael Sanseviro reminded the student members that they have also been appointed by the SGA President to serve on the Student Fee Committee, the body that reviews and approves all student fees, and that meeting is Wednesday, November 28 at 3:30 pm. Also

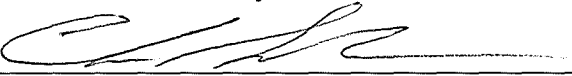
remember to verify your availability to serve in the Spring semester once your class schedule is finalized.

Cynney moved to adjourn meeting, seconded by Yanik.

The SABAC meeting adjourned at 4:15 pm.

Respectfully submitted by Ann Marie Thomas, SABAC Secretary.

Minutes reviewed by:

 Date: 12-5-18  
Chris Summerlin, SABAC Chair