

Student Activities Budget Advisory Committee

Meeting Minutes

September 12, 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 (arrived 4:05pm), Sarah Holliday, Laura Hudson, Prince Martin, Phillip Sullivan, Chris Summerlin, Cynney Walters

VOTING MEMBERS ABSENT: None

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

CALL TO ORDER: SABAC Chair Summerlin called the meeting to order at 3:31p.m. Attendance was taken and quorum was met.

APPROVAL OF MINUTES: SABAC Chair Summerlin invited a motion to approve the August 29, 2018 meeting minutes. A motion was made to approve by Sarah, seconded by Laura.

Motion passed 8-0-0.

UNFINISHED BUSINESS:

At the previous meeting SABAC approved an annual budget for Mock Trail contingent upon funds being made available in the annual budget allocation line from the Vice President for Student Affairs. After assessing final enrollment and waiver data, even though there was a decrease in enrollment of approximately 1%, there was sufficient funding in the contingency reserve line to allow the request to receive funding.

FUNDING REQUEST

KSU NCTE Student Affiliate

Travel-National Conference of Teacher of English, and Georgia Conference of Teachers of English, Houston, TX. This will provide viable opportunities for students to engage in professional conversations in their field.

Date-November 15-18, 2018

Amount requested- \$2,000.00

Questions- In your request you estimated \$400 per person for the round-trip plane ticket to Houston, TX. Where did you get that information? From online searches and the Delta app. You said there are 17 active members, are there dues and fees that can cover any of this? Dues are only \$10 and members are asked to donate that amount, so there is not sufficient funds available. To be a member you have to be a member of NCTE as well. None of those member fees come back to KSU.

Discussion- SABAC Protocol Manual allows a \$500 maximum allocation for each person and since there are only 3 attending, the maximum eligible allocation is \$1,500.00.
Josh **moved to approve \$1,500.00**, seconded by Laura.
Motion passed 8-0-0.

KSU Dance Company

Travel-The American Collegiate Dance Conference, Tennessee. The mission is to lead the dance community in an innovative and undiscovered movement which will help the campus community to further increase their knowledge of KSU Dance Company.

Date- September 21-23, 2018

Amount originally requested- \$2,000.00, amended by RSO to \$964.85.

Questions- How many students are you taking? We are taking 5 students.

Discussion- Does SABAC cover food during travel? No, so the \$300 requested for travel food is not permissible. New eligible total request is \$664.85.

Laura **moved to approve \$664.85**, seconded by Phillip.

Motion passed 8-0-0.

Association of Computing Machinery (ACM)

Registration Expense-ACM Competition, this registration fee is for 36 participants to attend the 2018 ACM-International Collegiate Programming Competition. The contest involves a global network of universities, hosting regional competitions that advance teams to the ICPC world finals.

Date-November 3, 2018

Amount requested- \$1,850.00

Questions- None

Discussion- If they are competing does that mean that they count as a competition team? They are not registered with KSU as a competition team, but are registered as an Affiliated Organization and are eligible for this funding request.

Cynney **moved to approve \$1,850.00** seconded, by Josh.

Motion passed 8-0-0.

Chabad Jewish Student Union

Program-Café Chabad, this is a social event which allows students from our organization and other organizations to communicate and learn more about each other. There will be food, social tables and study sessions. This will encourage students to step out of their comfort zones to become great leaders.

Amount requested-\$1,800.00

No student representatives attended the meeting.

Questions- None

Discussion- Based on the details provided in the online submission, SABAC was able to assess what the RSO was seeking. Since all of their meals are Kosher and can cost more than non-Kosher food, the RSO is seeking the full per diem allotment.

Yanik **moved to approve \$1,800.00**, seconded by Josh.

Motion passed 9-0-0. (NOTE: additional voting SABAC member arrived)

National Honor Society for Dance Arts

Program-Choreolab, this is a weekend long workshop based in the Department of Dance, but run by the National Honor Society for Dance Arts. This will also include the chance for students to explore their choreographic skills and create works within this one weekend.

Date-September 28-30, 2018

Amount requested- \$1,519.99

No student representatives attended the meeting.

Questions- None

Discussion- Based on the information submitted this event does not seem to be open to all students and the t-shirts are only for the participating dancers. Therefore the request does not qualify for funding based on the SABAC Protocol Manual.

Prince **moved to approve \$1,519.99** seconded by Josh.

Motion failed 0-0-9.

Ratio Christi and KSU History Club

Program- Who was the Historical Jesus? This co-hosted event will be a public moderated dialogue between historians Dr. Michael Licona and Dr. John Dominic Crossan. The topic will be "Who was the Historical Jesus?" There will also be a book signing and book sales after the event. (NOTE: Ratio Christi is eligible to request funds but History Club is not eligible to request SABAC funds at this time.)

Date-October 24, 2018

Amount requested- \$9,709.73

Questions- Of the reported 600 in attendance at the last event, how many were students? There were mostly students and some faculty. Did you use a card reader to capture the student's who attended? No, the card reader did not work for us, so we used sign in sheets instead. Have you secured any other funding sources? Not at this time. Are you planning to charge non-students or sell tickets? No, we want the event to be free to everyone.

Discussion- Student fees are intended to support student participants in events. An alternative funding source should be used to support faculty/staff and guests attending. Bailey is expensive but makes selling tickets easy, and there is a way to issue free tickets to students and only charge non-students. For security and facility management reasons COTA has indicated they prefer ticketed events in Bailey. SABAC can allocate whatever funds SABAC finds appropriate based on estimated student attendance or previously demonstrated student attendance and the RSO can determine how best to raise the funds to cover whatever expenses SABAC is not funding. Since there have been multiple successful past events with sign in sheets, the RSO should produce those sign in sheets so SABAC can verify the number of students who attended and more accurately determine an appropriate funding percentage that reflects student attendance. Members of SABAC who attended previous events estimated that about half the audience appeared to be students. Does SABAC have to set a specific amount now or can an estimate be approved pending verification of attendance data? SABAC is welcome to propose whatever approach it deems appropriate within the guidelines established in the SABAC Protocol Manual.

Yanik **moved to approve \$9,709.73** seconded by Stephen.

Motion failed 2-5-2.

Sarah **moved to approve** the percentage of the total amount requested based on confirmed attendance of students from previously hosted events by this RSO as determined by their provided sign in sheets, seconded by Prince.

Motion passed 7-0-2.

French Club

Program-Mocktail Party- This is a semi-annual Mocktail party to facilitate cultural learning and exchange by highlighting the theme of a francophone culture and related activities. There will be food, a talent show, trivia and music, also an activity for facilitating exchange between students to promote the improvement of French language and cultural knowledge.
Date-November 8, 2018

Amount requested- \$2,100.00

Questions- Where is this event being held? The Carmichael Student Center University Rooms. Do you have to get catering exemptions? Yes, we submitted it already and we usually submit it every semester. How many events do you have during the year? We have 3 events this semester, the others are off campus. We also have a fundraising night that we are planning as well. Would you be willing to change your food order to king fish instead of red snapper, since snapper is more expensive? Yes, we can definitely try that. Since you have to wait for a catering exception, what would you do if it is not approved? If denied, we will work with whatever SABAC allocates and find a way to adjust the food order to make it work. Why do you continue to purchase cupcakes when they cost so much? They have become a tradition and signature item of our club and this event.

Discussion- Concern expressed about high cost of food items, specifically cupcakes. SABAC should allocate what it deems appropriate based on the details of the request, following the SABAC Protocol Manual guidelines. Student Activities will work with the RSO to assist them in creating the most successful event possible within whatever budget exists. Karen **moved to approve \$2,100.00** seconded by Josh.

Motion passed 9-0-0.

Italian Club

Program-Aperitivi –An Italian event which will teach attendees how to create an Italian style Bruschetta paired with Italian lemon and orange soda.

Date-September 27, 2018

Amount requested- \$114.03

No student representatives attended the meeting.

Questions- None

Discussion- Based on the information submitted, this event is being held on the 5th floor balcony of the Social Science building, and anticipated attendance is 50. Can that space accommodate that attendance? It is believed that space is only accessible through the academic dean's suite, so how does the RSO plan to make this event in this location available to the student body? Is a catering waiver needed? No because all food costs under \$200 are automatically exempt from the catering requirement. SABAC can approve requests with a caveat requiring the event be open and available to all interested students, and contingent upon verification of appropriate event location.

Yanik **moved to approve \$114.03, contingent upon the verification of appropriate and accessible event space to accommodate the anticipated student attendance,** seconded by Prince.

Motion passed 9-0-0.

Motion to hear a late submission from the Sports Management Majors Club:
Stephen moved to hear the Sports Management Majors Club, seconded by Yanik.
Motion passed 9-0-0.

Sport Management Majors Club

Travel-Conference, Atlanta, GA – The 9th Annual AMB Sports & Entertainment Career Expo at the Mercedes-Benz Stadium. This is a unique opportunity to meet and network with executives from organizations in the sports industry.

Date-September 21-22, 2018

Amount requested- \$2,000.00

Question- You said you collect dues of \$25 from each students. What is that money used for? We use that money for shirts and food for other events that we have. Will there be enough time to process this request if approved by SABAC? How do you plan to pay for the registration tickets or have those been purchased already? Tickets have not been purchased yet, but there is a 10% discount if we purchase 15 tickets. That would be a total of \$675.00 for registration.

Discussion- Since this is being held in Atlanta, the mileage distance from campus is not sufficient to qualify for certain travel expenses per BOR travel policies.

Prince **moved to approve \$675.00 to cover the cost of registration**, seconded by Phillip.

Motion passed 8-1-0.

NEW BUSINESS:

None

ANNOUNCEMENTS:

Drew Harvill clarified the information regarding competition teams and how funding works for them. Specific RSOs that were part of the historic SPSU Competition Teams have the opportunity to submit funding requests to a separate funding body comprised of representatives from the Alumni Association and the University. SABAC allocated \$75,000 during the annual budget allocation process to support this group of competition teams, and those funds were matched by the KSU Foundation. These collective funds are allocated following the same rules that SABAC upholds through the SABAC Protocol Manual. Certain teams also have privately raised funds in individual Foundation accounts that are not allocated by this body and do not have to follow SABAC rules. This can include corporate sponsorships and gifts in kind. Given the number of RSOs that function in similar fashion to the RSOs designated specifically as Competition Teams, like Mock Trial, at some point SABAC and the University will need to assess how Competition Teams are defined and funded for consistent application.

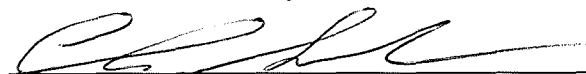
Motion to adjourn meeting: Prince moved to adjourn, seconded by Cynney.

Motion passed 9-0-0.

The SABAC meeting adjourned at 4:48pm.

Respectfully submitted by Ann Marie Thomas, SABAC Secretary.

Minutes reviewed by:



Chris Summerlin, SABAC Chair

Date: 10-12-18

