

# Student Activities Budget Advisory Committee

## Meeting Minutes

### February 12, 2020

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:** Trevoris (Tre) Brown, Renee Butler, Stephen Harr, Taylor Harrison, Demonica Jackson, Juvoni (JJ) Lopez, Nicole Turner, Andrew Wittmayer(3:41pm)

**VOTING MEMBERS ABSENT:** Jessica King

**OTHER NON-VOTING MEMBERS AND ADMINISTRATIVE REPRESENTATIVES PRESENT:**  
Eric Arneson, Andrew Harvill, Ron Lunk, Ann Marie Thomas

**CALL TO ORDER:** SABAC Chair, Chris Summerlin called the meeting to order at 3:31p.m. Attendance was taken and quorum met. The minutes from the January 15, 2020, meeting was distributed to the committee electronically. Stephen moved to approve the meeting minutes, seconded by JJ Lopez, approved 7-0-0.

### **SUPPLEMENTAL FUNDING REQUESTS**

#### **Minorities in Medicine**

The conference will provide various programs to enhance students' applications and knowledge towards applying to medical school at the Medical College of Georgia. This includes: The Pre-Medical Pathway: demystifying the Medical School Admissions Process with the AAMC Insider Tips about applying to medical school with the AMCAS Medical School Admissions Panel: featuring MCG students and faculty The MCAT Exam: what you need to know (informational guide to taking the exam) Valuable Experience: mini-mock interview opportunities AAMC F.I.R.S.T: financial information, resources, services and tools An explanation of Holistic Review within the admissions process This is a great event to introduce students to a local medical school and learn how to become a better applicant for medical school. Conference Registration Cost \$25 for late registration and \$20 for early registration Traveling cost via car (from Kennesaw to Augusta) Three Cars- 180.9 miles Cost of gas \$40 per car.

Travel- Medical College of Georgia, Augusta University

Date- February 29, 2020

\$400.00

**Questions-** None

**Discussion-** Seems like a great deal for the students to attend. It is a public conference in Georgia as well.

**Rationale-** Funding approved based on supporting documents and funding are within the SABAC guidelines.

Tre Brown **moved to approve \$400.00**, seconded by JJ Lopez

**Motion passed 7-0-1.**

**Kennesaw Society of Black Engineers**

The Annual Convention showcases black students and professionals who have a passion for science, technology, engineering and math (STEM), who are high achievers in these fields and who are channeling their dedication to advance their communities and society at large. #NSBE46 will attract more than 14,000 aspiring and practicing engineers, educators and representatives of more than 250 academic institutions, government agencies, corporations and nonprofit organizations. The convention will feature high-profile speakers, panel discussions, dynamic workshops, networking sessions, community engagement events, technical and scientific competitions, hands-on engineering and science activities and the premier career fair geared toward African Americans in STEM. Housing - We intend to cover the housing costs for approximately 50 members for the dates specified above. The screenshot given below is a representation of the cost per room. This total is \$986.54 per room. We would like to acquire 10 rooms to accommodate our 50 members. The total cost of the hotel rooms will be \$9,865.40.

Travel- Annual Convention, San Antonio, TX

Date-March 24-29, 2020

\$10,000.00

**Questions-** Approximately 50 students, How will you select those student? There is point system that they need to follow. What are you bringing back to KSU? They have a chance to give back to KSU once they return by sharing what they learned. The cost of the hotel room is \$986.54? Yes, it will be over a period of 3 days. How many students per room? About 3 to 4 per room. With 50 members 3 to 4 per room would not work. This request is for the hotel lodging correct? Yes, Where is the rest of the funding coming from? We are getting some sponsorships. Are all the students attending undergraduate students? Yes.

**Discussion-** Doing the math, the rooms and costs still don't add up, but they are only asking for a specific amount. There seems to me more affordable options than the one they have picked. There could be more economical means. You can also approve a set amount of funding and let the organization make the decision on what they can do with the approved funding.

**Rationale-** Funding approved based on supporting documents and funding are within the SABAC guidelines of up to \$500 per student.

Tre Brown **moved to approve \$9,865.40** seconded by JJ Lopez.

**Motion passed 4-2-2.**

### **K-Pop Dance Club at KSU**

This request is for traveling fees for a dance competition located at the University of California, Los Angeles. We have been given the opportunity to compete in the California Competition hosted by the UCLA organization, the Korean International Students Association. The competition title is K-factor and groups around California and in the U.S will compete. We will be one of the only Georgia Universities in attendance. The price of a roundtrip flight to Los Angeles would be \$262.40 with taxes included per student, this permitted that the flight prices don't fluctuate. Hotel rooms are an average nightly rate of \$695. Our total for the days we are staying would be \$2,314.35 for the hotel rooms. We will be staying for 3 nights, the show is May 22 with rehearsals days on May 20, May 21 and the day of the show as well. If plane tickets do not fluctuate, \$262.40 per plane ticket x 21 students = \$5,510.4 Hotel Rooms \$695 per night = \$2,314.35 for 5 hotel rooms which can fit 4 people in 4 rooms and 5 people in one room for 3 nights \$30 transportation fees for students x 21 students = \$630.

Travel- Dance Competition, Los Angeles, CA

Date- May 20-23, 2020 (April 30-May 2, 2020)

\$9,000.00

**Questions-**Most of the information for UCLA is on their Facebook page and the form closes on March 28<sup>th</sup>. Is there anything closer on the East coast that could provide a similar experience for

your organization? I did some research and there was nothing that would be as impactful as this one.

**Discussion-** On the UCLA website it says 10 people per team. If they can only take 10 people per team, why are they taking 21 students?

**Rationale-** Given the lack of sufficient information to verify why the organization is requesting this amount of funding, and websites that show that they can only take 10 people per team, this funding would not be approved based on SABAC funding guidelines. The organization can do some more research and resubmit another funding request since this trip is not until April.

Stephen Harr **moved to approve \$9,000.00**, seconded by Renee Butler.

**Motion failed 3-4-1.**

### **K-Pop Dance Club at KSU**

K-Pop Dance Club at KSU is planning its first-ever showcase for the performance team, Seoul In Kennesaw. The showcase will be open to all students and not just members of the organization. We are looking to get our food and prizes sponsored so we are only looking for funding for studio rentals and decorations. The team will need much preparation for this show so we are looking to get off-studio rentals for practices so that we may have access to mirrored dance rooms. We cannot access them on campus which is why we are seeking off-campus ones. Our studio provider offers studios for \$75 for our practice times of 2 hours and 30 minutes. We will be having practices three times a week and one full team practice at the beginning months. When we near the showcase, we will have more practice. Leading up to the showcase, we will have a total of 19 rehearsals which will cost \$1,425. For decorations, we are looking to have a backdrop which will be \$76.98 for both the backdrop stand and the backdrop cloth. Other decorations we are looking to purchase are tablecloths, wall decorations, centerpieces, decorations for the backdrop and balloons. The average total for the other decorations will be \$200. The grand total for the event is \$1,701.98. We are requesting \$1,800 in case prices fluctuate.

Program-Performance Team showcase

Date- April 16, 2020

\$1,800.00

**Questions-** Is there anyway to look into the dance spaces on the campus that can be used for free? No other organization can rent the space unless they are part of the dance program. So academic spaces are treated as reserved spaces, similar to labs. There is a way for you to get those dance spaces, and they do have mirrors as well. This showcase is open to all students right? Yes, the showcase is open to all students.

**Discussion-** The majority of this request is the rehearsal space. We have asked other organization to make use of space on campus, so I think we need to be consistent. They could make some adjustment to the space and costs. There is a concern about it being called an end of the year party as well. I think this is more beneficial to the KSU population. We have already set previous precedence with other organizations where we did not approve their request to use special spaces that needs to be paid for.

**Rationale-** Based on the discussion and not approving previous RSO requests of similar nature based on costs, SABAC cannot approve the payment for using spaces on campus.

Stephen Harr **moved to approve \$275.00**, seconded by JJ Lopez.

**Motion passed 8-0-0.**

### **Esports Organization**

Our RSO's competitive Super Smash Bros. team have qualified for the Southeast Regional Tournament that is being held in Florida on February 16th. Twelve teams in the region qualify for this event to proceed to the Divisional & National events. Our team will compete versus other top

teams from other schools in our region to become a representative in the Super Smash Bros. collegiate scene. This funding request will be for traveling expenses (a round trip) from the Marietta campus to Orlando, Florida. We received a quote (\$2,300) from the company we'd like to ride with on January 10th. The quote expires on January 17th, which means the price is subject to change. We do not expect the quote to increase more than \$200. The quote we received is attached as a supplemental document.

Travel- Southeast Regional Tournament, Orlando, FL

Date- February 16, 2020

\$2,500.00

No student representative attended the meeting.

**Discussion-** This event is next week. There does not seem to be enough time to be able to process any of this without more information.

**Rationale-** Based on the discussion, more information and clarification is needed in order to make a decision on funding this request. Not enough information to support this request at this time.

JJ Lopez **moved to approve \$2,500.00**, seconded by Tre Brown.

**Motion failed 0-8-0.**

### **French Club**

Our semi-annual mocktail party serves to facilitate cultural learning and exchange by highlighting the theme of a francophone culture and having related activities. This semester, our theme is Switzerland. There will be food, a talent show, trivia, music, and an activity facilitating exchange between students to promote the improvement of French Language and Cultural Knowledge.

Food- \$1,696.30; Cookies, Cupcakes and Delivery Fee - \$620.00; Miscellaneous (Water bottles, Prizes, Name Tags, etc.) - \$183.7

Program-Mocktail Party

Date- April 16, 2020

\$2,500.00

**Questions-** How many people attended last year? Last year we had about 200 in attendance, we are hoping for at least 250 this year. We also need t-shirts and we are hoping to get those to use as an incentive for the students to come.

**Discussion-** Mocktail party is good, they do it every semester.

**Rationale-**Funding approved based on supporting documents and funding are within SABAC funding guidelines.

Tre Brown **moved to approve \$2,500.00**, seconded by Andrew Wittmayer.

**Motion Passed 7-0-1.**

### **American Sign Language Club**

Creation of merchandise for club members and potential club members. We are a small club so we don't have the funding to afford it otherwise like the bigger clubs on campus. 100 buttons and 150 pins-\$275 20 shirts-\$425 Shipping and Handling-\$50

Promotional Items-Purchase of Promotional items (buttons & t-shirts)

Date- January 15-April 24, 2020

\$750.00

**Questions-**Are the shirts for give-a-ways or for members? This would be for give-a-ways since we cannot get them just for members. Do also keep in mind that this can only be given to KSU students. What vendor are you using for the shirts? We got the quotes from Custom-ink in Woodstock. Did you shop around for better deals from other vendors? Yes, we did, but this was the cheapest deal we found. Just a point of information, the funding would need to be used as a

preferred vendor that we are required to use, and we would not be able to use a vendor that is not on the approved list.

**Discussion-** Promotional items are limited to \$500 per organization.

**Rationale-** Funding request is within the SABAC guidelines for up to \$500 for promotional items. JJ Lopez **moved to approve \$500.00**, seconded by Andrew Wittmayer.

**Motion passed 8-0-0.**

### **Phi Mu Alpha Sinfonia**

Phi Mu Alpha hosts the Music Formal every year. It is a change for all students involved in music to meet, connect, and celebrate music with other students across campus. The formal has a dinner, and live performances. 90 (People for KSU Catering) x \$9 = \$810 Decorations = \$149.22  
Jazz Combo: \$250 Total: 1,209.22

Program-Music Formal event

Date-April 24, 2020

\$1,209.22

**No student representative attended the meeting.**

**Discussion-** We don't know how the entire student body gets invited to this event. How do we verify the logistics that show support from KSU catering. Last semester

**Rationale-** SABAC cannot fund items that are not open/available to the entire student body.

There were no attached price quotation showing the actual costs of catering and there were no student present at the meeting to answer further questions regarding this request. SABAC has approved the purchase of the decorations.

Stephen Harr **moved to approve \$149.22**, seconded by JJ Lopez.

**Motion passed 7-0-0.**

### **Italian Club at Kennesaw State University**

Festa di Carnevale. This event aims at promoting cultural diversity by celebrating a popular Italian tradition. Activities include mask making, face painting, photo booth, food, socialization, traditional music.

Program-Fiesta di Carnevale

Date- February 27, 2020

Original amount requested- \$1,272.26, Amount requested at the meeting- \$1,356.50

**Questions-** What is the total amount you are requesting today? We are requesting \$1,356.50, since there were some changes to one of the quotes we received. Is the date of February 27th a firm date? It is but we do not have the location approved as of today. There might not be enough time to get all of this approved, based on items that you will need to get and the final approval from the VPSA.

**Discussion-** The cost per student is actually good based on per diem. It could be a good event for students.

**Rationale-**Funding approved based on supporting documents and funding are within SABAC funding guidelines.

JJ Lopez **moved to approve \$1,356.50**, seconded by Demonica Jackson.

**Motion passed 8-0-0.**

### **ANNOUNCEMENTS AND QUESTIONS:**

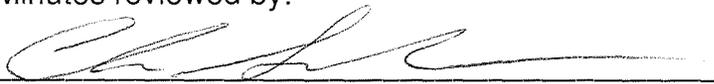
Discussions about the annual budget and a timeline for when the form needs to be up and what the schedule might be for the FY21 budgets. Friday, March 27, 2020, is the annual budget submission deadline.

Tre Brown moved to adjourn meeting, seconded by Stephen Harr.  
Motion passed 8-0-0.

The SABAC meeting adjourned at 4:24 pm.

Respectfully submitted by Ann Marie Thomas, SABAC Secretary.

Minutes reviewed by:

 Date: 2-17-2020  
Chris Summerlin, SABAC Chair