

Student Activities Budget Advisory Committee

August 22, 2018

Training Meeting Minutes

Kennesaw Hall-1203

3:30 p.m. – 5:30 p.m.

VOTING MEMBERS: Karen Boettler, Josh Eastwood, Yanik Gregg, Stephen Harr, Sarah Holliday, Laura Hudson, Prince Martin, Phillip Sullivan, Chris Summerlin, Cynney Walters

OTHERS PRESENT: Ron Lunk, Michael Sanseviro, Ann Marie Thomas, Diane Walker, KC White

CALL TO ORDER: SABAC Chair Dr. Summerlin called the meeting to order at 3:32 p.m. in the Kennesaw Hall conference room 1203. Attendance was taken and quorum met.

TRAINING FOR SABAC MEMBERS:

The SABAC rules and regulations were reviewed by Dr. Sanseviro, Advisor to SABAC, to the entire committee. Training included an overview of the philosophy of student fee usage, standards of public funding, viewpoint neutral allocations, SABAC meeting protocols and Roberts Rules of Order, and the budget details from previous and current fiscal years. Dr. Sanseviro did a thorough review of the SABAC Protocol Manual and then answered any questions the committee members had pertaining to the information that was provided. Dr. Lunk then provided a tutorial on how to use OwlLife to review and respond to online submissions.

Members were informed about meeting times and locations and the option to participate from either the Kennesaw or the Marietta campus since all meetings are held simultaneously and connected using WebEx.

REVISIONS to SABAC PROTOCOL MANUAL:

Dr. Sanseviro provided the rationale for wanting to shift from the previous chair to a new chair, and provide some options for SABAC to consider in how to potentially revise the Protocol Manual to further clarify the selection of the chair.

Sarah Holliday moved to revise the language in section 2.1 to read "Chair: An Assistant Dean of Students appointed by the Dean of Students." Laura Hudson seconded, and there was no discussion. **The motion passed, 9-0-0.**

NEW BUSINESS:

A proposal was requested to consider funding one additional Week of Welcome (WOW) event that has previously been denied by SABAC in May 2018 because the event, Rise Against Hunger, provides materials (food, supplies) to needy individual abroad and therefore student fees could not fund food for non-students. However, upon receiving the contract and invoices, the university learned that about half of the costs were for materials to be donated and the rest was for programming costs that are permissible under SABAC rules. The total cost for two events held on August 14 (Kennesaw campus) & August 16 (Marietta campus) was \$5,011.20, with \$2,756.16 being for material costs to be funded through private donations through the KSU Foundation, and the request was made for SABAC to fund the remaining balance of \$2,255.04 for the permissible programming costs since SABAC was not aware of this breakdown during the initial request. Dr. Sanseviro explained that normally requests are not made to SABAC after an event to request funding, but because of the special circumstances and this being a resubmission of an original request based on new information that was not available since SABAC last met, this was the first opportunity to bring the request in front of SABAC.

Motion: Stephen Harr moved to approve \$2,255.04, seconded by Josh Eastwood.

Discussion: SABAC does not normally approve after the fact? Correct, SABAC normally only entertains requests prior. Where did this event receiving its past funding? SABAC previously funded it through the annual budget process, but for FY19 SABAC received clarification that it should not fund the cost of materials to be donated to non-KSU students. Is WOW a student activities organization? WOW is not an RSO, but is an approved university-wide function that is allowed to request an annual budget through Student Life and receive SABAC funding.

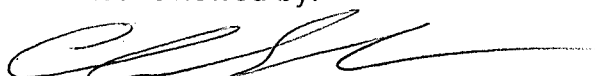
The motion passed, 5-1-3.

Laura Hudson moved to suspend traditional Roberts Rules for the 2018-2019 SABAC year and allow discussion to occur prior to a motion for more efficient and timely processing of requests. Phillip Sullivan seconded, and the **motion passed 9-0-0**.

Seeing no further business, Sarah Holliday moved to adjourn, seconded by Josh Eastwood, and the motion passed 9-0-0. The SABAC meeting adjourned at 5:46pm.

Respectfully submitted by Ann Marie Thomas, SABAC Secretary,

Minutes reviewed by:



Chris Summerlin, SABAC Chair

Date: 8-24-18