

Student Activities Budget Advisory Committee
Meeting Minutes
November 15, 2023
(Meeting virtually via Microsoft Teams)

VOTING MEMBERS PRESENT: Devon Gamble, Emilee Cornelison, Charlene Johnson, Mya Bacchus, Ameyia Smalls, Kalkidan Belay, Sara Makboul.

NON-VOTING MEMBERS AND ADMINISTRATIVE REPRESENTATIVES PRESENT: Nigel Harris, Ronald Briggs, Jessica Roberson, Kimmya Cabral, Melissa Kohring.

CALL TO ORDER: SABAC Chair, Nigel Harris called the meeting to order at 3:30pm. Attendance was taken, and quorum met.

1. Kennesaw Society of Black Engineers: Desmond Driskell

This request is to reallocate our KSBE Cookout approved funding to be moved to our travel support funding to help cover costs. The National Society of Black Engineer's 50th Annual Convention is a yearly convention that takes places in a selected city. The convention's purpose is to help members network, grow professionally, and gain potential job offers, internships, and co-ops. This is achieved by a two day career fair, workshops designed to target specific points, and hospitality suites to have one-on-one conversations with company representatives.

Travel Program- NSBE 50th Annual Convention

Travel Date- March 20th - 24th, 2024

\$ 1,700.00 (Reallocation of FY24 approved annual funds)

Questions- Why were the annual funds not used for the cookout? RSO was not aware that they needed to complete a purchase order 2 months prior to the event to use the funds. So the purchase request for the cookout was denied and they want to use those funds towards this request. There were other funds approved, how much was approved for travel? \$3000.00 was approved. How many KSU students are estimated to attend? Roughly 70-80 members. How will you select those attendees? First come. Will the new updated amount be enough to cover your costs? Yes. How soon can you get an updated quote? Hopefully by next week. What is the priority of each of the 3 items requested? Transportation 1st, Registration 2nd, & Lodging 3rd.

Discussion: This is a re-allocation of funds due to not submitting their purchase request in time to use the funds. Order of priority; Transportation 1st, Registration 2nd, & Lodging 3rd. 70 student members on a first come first serve basis. Conference are travel and we can do this for members when it is travel.

Rationale- None

Devon Gamble proposed the **motion to approve reallocation of the amount of \$1700.00**, seconded by Charlene Johnson.

Motion passed 6-0-0.

2. International Student Association: Spring Social: Barbara Patino

Spring Social aims for new international students to meet current KSU international and domestic students in a 'social' celebration. This is an opportunity for students to meet people and make new friendships. During this social, there will be food & drinks, board games and a 'Speed Friending' activity. Money will go towards food and decorations for the room.

Program Name- Spring Social

Program Date- Feb 07,2024/ Feb 14,2024

\$ 250.00

Questions- No Questions

Revised Amount: \$248.25

Discussion- Based on the provided quote, the revised amount is \$248.25.

Rationale- None

Devon Gamble proposed the **motion to approve in the amount of \$248.25**, seconded by Charlene Johnson.

Motion passed 6-0-0.

3. International Student Association: Cruise the World Spring: Barbara Patino

Cruise the World is a series of two events for all KSU students (once per semester) that introduces the history/culture/traditions of a respective country, through an educational presentation led by a KSU student from that country, accompanied by music, games, and traditional cuisine. 'Cruise the World' aims to provide an educational, cultural immersion experience for all attending KSU students, fostering a sense of belonging to the KSU Community. The money will go towards food from the selected country.

Program Name- Cruise the World Spring

Program Date- March 15,2024

\$1,500.00

Revised Amount: \$1404.56

Questions- You stated \$1494.25 but your documentation states \$1488.80? \$1488.80 is the correct amount on the documentation.

Discussion- This one had sales tax and should be \$1404.56.

Rationale- SABAC funds cannot be spent on state tax.

Charlene Johnson proposed the **motion to approve \$1404.56**, seconded by Devon Gamble.

Motion passed 7-0-0.

4. International Student Association: Ice Cream Social Spring: Barbara Patino

Students will socialize and learn more about desserts and ice cream flavors from different countries during this event. Students will be asked to be creative and "sell" their ice cream by sharing curiosity and fun facts about their culture with the audience. Money will go towards the ice cream.

Program Name- Ice Cream Social Spring

Program Dates- April 20-27

\$400.00

Questions- This is an outdated quote. Are you able to get an updated quote? This was just a tentative quote. Yes, we can get an updated quote. We are requesting \$400.00. SABAC must work with documented and accurate amounts.

Discussion- Tabled

Rationale- SABAC suggested this RSO get an accurate quote and this request be Tabled until January's SABAC meeting.

Motion Tabled until 1/17/2024 Supplemental Meeting.

No Vote.

5. International Student Association: World Bazaar: Barbara Patino

World Bazaar is an outdoor event that will give campus cultural groups (RSOs/identity-based clubs) and international student clubs, the opportunity to share their heritage and culture while giving individuals the opportunity to gain experience about cultures and traditions from around the world. The bazaar will take place annually by the end of the Spring semester. In addition to table displays from student organizations, the bazaar will feature a variety of international snacks & candy and appetizers attendees may sample. Money will go towards inflatables, decorations and food.

Program Name- World Bazaar

Program Date- Mid-End of April

\$4,000.00

Questions- Due to the fact you do not have accurate quotes, would you like SABAC to Table this request also? Yes.

Discussion- Tabled

Rationale- SABAC suggested this RSO get an accurate quote and this request be Tabled until January's SABAC meeting.

Motion Tabled until 1/17/2024 Supplemental Meeting.

No Vote.

6. International Student Association: Promotional Items: Barbara Patino

All promotional items would be distributed during all our social and academic events throughout the semester on both campuses, as well as in other collaborations events with other organizations, student involvement fairs, and information tables. Our goal with these promotional items is to attract more students to join ISA. This can include pens, hats, bags, water bottles, umbrellas, phone wallets, magnets, etc. The money requested will be used to purchase promo items such as pens, hats, bags, water bottles, umbrellas, phone wallets, magnets, etc. All promotional items would be distributed during all our social and academic events throughout the semester on both campuses. As well, as in other collaborations events with other organizations, student involvement fairs, and information tables. Promo items will be received by ISA board members.

Program Name- Promotional Items

\$500.00

Questions- The tumblers look great but have you considered T-shirts? T-shirts are a walking advertisement for your RSO but a tumbler can go home with people and not be seen. We did not have enough money for T-shirts. Are you requesting tumblers? RSO was requesting the \$500 and was not aware we needed exact quotes for items. Would you like SABAC to table this request as well? Yes.

Discussion- Tabled

Rationale- SABAC suggested this RSO get an accurate quote and this request be Tabled until January's SABAC meeting.

Motion Tabled until 1/17/2024 Supplemental Meeting.

No Vote.

7. Pre-Dental Club: KSU Dental Society T Shirts: Alexander Deen

We intend to use club t-shirts designed by our leadership team to promote our organization at the spring involvement fair and during club meetings that are open to all KSU students. We humbly request funding for our Dental Society club shirts. These shirts will be designed by our leadership team and used to promote the club at the spring involvement fair and at club meetings that are open to all KSU students. Shirts will be distributed during a future club meeting that is open to all KSU students.

Program Name- Promotional Funding

Program Date-

\$487.50

Questions- This request is only for 25 shirts; how many other shirts are you providing through your own funds? 75 shirts. How will you disseminate those shirts at meetings? We will request members to attend the meeting to get the shirts and the remaining 25 will be given out to students who are interested. Members will be the 1st to get shirts, so what happens when all the shirts are given to members? We ordered more than usually attend our meetings to ensure we have extra. Your quote is \$19.50 per shirt, does this quote account for the logo or is this a base cost for the shirt prior to printing? We have already designed the shirts with a designer from Freshprints Designs. The \$19.50 price is for each individual shirt with the design.

Discussion- Give the dissemination practice discussed with us, these shirts need to go to non-members.

Rationale- T-shirts should be for non-RSO members that are KSU students because SABAC can only fund items that are available to all KSU students.

Charlene Johnson proposed the **motion to approve the amount of \$487.50 on the condition that the T-shirts be distributed to non-members of the KSU community**, seconded by Devon Gamble.

Motion passed 7-0-0.

8. Kennesaw Motorsports: 2024 Formula SAE Michigan IC - Travel Support: Steven Tubbs

The Society of Automotive Engineers (SAE) hosts several engineering design competitions for college teams to participate in. Our organization participates in Formula SAE, a design competition focused on developing high-performance racing vehicles. We are requesting funds for our annual Formula SAE competition hosted at the Michigan International Speedway. The competition hosts 120 colleges and universities, over 50 sponsoring companies, hundreds of volunteers, and thousands of spectators. My organization designs a vehicle to take and compete at this event every year. So I humbly request assistance covering the cost of travel to and from this competition.

Travel Program- 2024 Formula SAE Michigan IC

Travel Dates- 05/05/24-05/12/24

\$5,000.00

Questions- Will there be any spring graduating seniors on this trip? No. The gas reimbursement is 741 miles one way? Correct.

Discussion- The clarifying point is that they are prioritizing the rental car and the lodging and the remainder will go towards the gas reimbursement up to the \$5000 limit. Which is why the quoted gas reimbursement did not match up.

Rationale- None

Devon Gamble proposed the **motion to approve in the amount of \$5000.00**, seconded by Charlene Johnson.

Motion passed 7-0-0.

9. Kennesaw Motorsports - Electric: 2024 Formula SAE Michigan EV - Travel Support: Tyler Huggins

The Society of Automotive Engineers (SAE) hosts several engineering design competitions for college teams to participate in. Our organization participates in Formula SAE, a design competition focused on developing high-performance racing vehicles. We are requesting funds for our annual Formula SAE competition hosted at the Michigan International Speedway. The competition hosts 120 colleges and universities, over 50 sponsoring companies, hundreds of volunteers, and thousands of spectators. My organization designs a vehicle to take and compete at this event every year. So I humbly request assistance covering the cost of travel to and from this competition. The Society of Automotive Engineers (SAE) hosts several engineering design competitions for college teams to participate in. Our organization participates in Formula SAE, a design competition focused on developing high-performance racing vehicles. We are requesting funds for our annual Formula SAE competition hosted at the Michigan International Speedway. The competition hosts 120 colleges and universities, over 50 sponsoring companies, hundreds of volunteers, and thousands of spectators. My organization designs a vehicle to take and compete at this event every year. So I humbly request assistance covering the cost of travel to and from this competition.

Travel Name- 2024 Formula SAE Michigan EV - Travel Support

Travel Date- 06/09/24 to 06/16/24

\$5,000.00

Questions- This request is also for \$5000.00. For clarity, these are 2 separate RSOs.

Discussion- None

Rationale- None

Devon Gamble proposed the **motion to approve in the amount of \$5000.00**, seconded by Charlene Johnson.

Motion passed 7-0-0.

10. House of Owl Illustrators: Proposal for Guest Speaker and Workshop with Comic Book Letterer Matty Ryan: Aria Leinberger

I am writing to request funding and support from the Student Activities Committee to host a captivating event for the House of Owl Illustrators Illustration club at Kennesaw State University. We aim to bring the professional comic book letterer, Mr. Matty Ryan, to our campus on November 30th, 2023. This event will consist of a one-hour lecture on comic book lettering followed by an interactive workshop. We are excited to present this opportunity to our students and believe it will significantly enhance their skills and knowledge in the field of illustration.

Event Details:

Date: November 30th, 2023

Time: 6:30pm-9:30pm

Venue: Room 115 Visual Arts Building

Program Name- Guest Speaker and Workshop

Program Dates- November 30th, 2023

\$1,500.00

Revised Amount: \$1000.00

Questions- We do not have a quote for the promotional or marketing items. Can we proceed without the promotional and marketing items and pay those out of our RSO funds? Yes.

Discussion- Is it okay to approve without a quote for the honorarium? We have a quote for that.

Rationale- None.

Devon Gamble proposed the **motion to approve the amount to \$1000.00**, seconded by Charlene Johnson.

Motion passed 7-0-0.

VI. NEW BUSINESS - None

VII. ANNOUNCEMENTS – We are looking for 1 more student to join SABAC.

Seeing no further information, the SABAC meeting adjourned at 4:36pm.

Respectfully submitted by Melissa Kohring, SABAC Secretary.

Minutes reviewed by:

DocuSigned by:

Nigel Harris

Date: November 27, 2023

Nigel Harris, SABAC Chair

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Nigel Harris

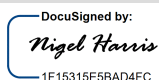
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