

**Student Activities Budget Advisory Committee**  
**Meeting Minutes**  
**February 13, 2019**

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, Khadijah Cantrell, Stephen Harr, Sarah Holliday, Quanay Calvert, Chris Summerlin, Steven Ho

**VOTING MEMBERS ABSENT:** Trevoris Brown (one current vacant seat)

**OTHER NON-VOTING MEMBERS AND ADMINISTRATIVE REPRESENTATIVES PRESENT:** Andrew Harvill, 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 January 16<sup>th</sup>, meeting minutes. A motion was made to approve the meeting minutes by Sarah Holliday, seconded by Steven Ho. Vote was taken and **motion passed 7-0-0.**

**UNFINISHED BUSINESS:** None

**SUPPLEMENTAL FUNDING REQUESTS**

**IEEE Computer Society**

IEEE Southeast Conference 2019 <http://sites.ieee.org/southeastcon2019/>

IEEE Computer Society organizational mission and its purpose by attending the tutorials/workshops; participating in ethics and programming contests; and present our research project that we have worked on during the Fall 2018. In summary, attendance and participation in technical program/contests in IEEE SoutheastCon 2019 Region 3 are for promoting awareness of the technical contributions made by our profession to the advancement of computer scientist and it community. The conference schedule includes: A technical program with seminars, tutorials and workshops. A student program with student competitions.

Travel-IEEE Southeast Conference 2019, Huntsville, AL

Date- April 11-14, 2019

Amount requested-\$1,999.25

**Questions-** How many students traveling in total? About 8 to 9 students will be attending the conference. We do have some out of pocket funding for some students but we need funding for the others.

**Discussions-** None

Josh Eastwood **moved to approve \$2,000.00**, seconded by Stephen Harr.

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

### **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 Morocco. 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 from Golden Krust total- \$1,700 Cookies, Cupcakes and Delivery Fee total- \$515; Decorations (Table Cloth, Steamers, Balloons, etc.) - \$172.07 Miscellaneous (Water bottles, Prizes, Name Tags, etc.) - \$112.93

Program-Mocktail Party

Date- April 18, 2019

Amount requested- \$2,500.00

**Questions-**How many students do you usually have at this event? We usually have about 200 students in attendance. How do you advertise this event? We use social media, word of mouth, French classes as ways to advertise this event. Did catering approve your catering waiver form? We sent them an email but they did not respond as yet. We want to make sure you are aware that we have to ask their permission to bring outside food to the campus.

**Discussions-** Can we fund decorations? We have two different answers regarding this, first it was a no that we could not fund decorations. Then at some point during the year, we got more information which included an exception which says it could be done. However, since SABAC has already denied all previous requests, then we would need to finish the fiscal year by being consistent with the others as well.

Josh Eastwood **moved to approve \$2,327.93 (without the decorations)**, seconded by Steven Ho.

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

### **Kennesaw Pride Alliance**

The event we are requesting a reallocation for is the Annual KPA Drag Show. This event will be a night of dance, song, and theater performances by students. There will be light refreshments, music, takeaway items, and a photo booth for people to remember the event. The annual social event open to all students also provides an opportunity for attendees to voluntarily donate to charity.

Program- KPA Drag Show

Date-March 14, 2019

Re-Allocation of previously approved \$1,000 from one line within the budget to different line in the budget for purchase of promotional items.

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

**Discussions-** Since this is not a request for new/additional funds but just a request to move already approved funds, the previous protocol manual guidelines were used to establish promotional item limits.

Stephen Harr **moved to approve the re-allocation of \$1,000.00** , seconded by Steven Ho.

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

### **Biology Student Organization**

The Georgia Aquarium does not offer college discounts so general admission ticket prices are \$30.95, including sales tax for a total of \$619 for 20 people. If SABAC would like to cover the behind the scenes tour of \$13.50 per person, the total would be \$889.00. The Atlanta Zoo is more cost friendly with both admissions and a guided behind the scenes

group tour with a college discount at \$25.95 per ticket with sales tax, totaling \$519.00 for 20. <https://zooatlanta.org/program/field-trip-lecture/> The CSM vehicle's gas will be covered by the club. **Total of 20 students traveling**

Program- Georgia Aquarium and The Atlanta Zoo

Date-Feb 23, 2019 and March 23, 2019

Amount requested-\$1,408.00

**Questions-** How will you select students for this trip? We will post it on Owl life to recruit students then select them on a first come first serve basis. You have included sales tax and we would not be able to pay for this, because KSU is tax exempt.

**Discussions-** All RSOs need to provide tax exempt forms to vendors to remove tax. If an online vendor has a flat price that does not separate out tax, it may be more challenging. To ensure the organization has the funding they need to move forward, the total amount requested can be approved and if any tax amount can be separated and deleted then the total spend would be less.

Stephen Harr **moved to approve \$1,408.00**, seconded by Josh Eastwood.

**Motion passed 6-0-1.**

### **Muslim Student Association**

For the event on March 6, 2019 we are planning on participating in Islam Awareness week by doing an Ask a Muslim Get a Donut where we aim to debunk misconceptions of the Muslim community by encouraging people to ask questions about the religion that they want answered. The second event takes place on March 26, 2019 will be a game night open to everyone (Muslims and non-Muslims) and we project about 40 people to come. We'd like to provide a few pizzas as well as a few snacks and beverages for attendees. We plan to have board/card games (connect 4, Uno, monopoly) to be donated by members of the organization as well as a video game console (also provided by members of the organization). The focus is to create an environment where everyone feels welcome and we can provide students a place to de-stress after their classes by playing board games and video games with their friends.

Program-Islam Awareness week events

Dates- March 6 & March 26, 2019

Original amount requested- \$255.00, amount requested at meeting- \$300.00

**Questions-** Do you have the attendance from your last event? Yes, they are on Owl life currently about 50 or more have attended.

**Discussion-** None

Steven Ho **moved to approve \$300.00**, seconded by Stephen Harr.

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

### **Italian Club KSU**

This event is a celebration of carnevale with the Italian club and German club. There will be mask making, food and drinks, kahoot, a photo booth, and socializing.

Program-Celebration of Carnevale

Date-February 27, 2019

Amount requested-\$1,505.69

**Questions-** None

**Discussion-** If we are being consistent with decorations, we will need to remove some things from this request. Are we considering tablecloths as decorations? Anything related to food services, are not considered decorations.

Stephen Harr **moved to approve \$1,493.95**, seconded by Josh Eastwood.

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

**Enactus-Andrew Tutwiler**

In the United States, the 2019 National Exposition will be held in Kansas City, Missouri on May 5-7, 2019. After two days of activities progressing through the opening, semi-final and final rounds of competitions, one team will be named the Enactus United States National Champion and be invited to represent the United States at the Enactus World Cup. Beyond the experience of the competition, these unique events are full of opportunities for networking, collaboration, and best-practice sharing. Enactus United States partner companies have the opportunity to recruit future talent through career fairs held in conjunction with the competitions and participate in special events, such as the Top to Top Forum and Top to Future-Top Forum, which provides additional opportunities for mentorship and idea exchange.

Amount requested-\$7,000.00

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

**Discussion-** This request is a combination of travel and programming funding. Most of the deadlines have already passed for some of these events, but if we wanted to consider the travel, they can at least get up to \$2,000.00 for the fiscal year. Can any promotional funding be provided? It depends on the use and recipients of the items, but without further details and no representative of the organization present to explain the intended purpose, it would be difficult to include any funding for those items at this time.

Josh Eastwood **moved to approve \$2,000.00 for travel**, seconded by Quanay Cantrell.

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

**NEW BUSINESS:** Fraternity and Sorority Life Budget Clarification

Within the FSL budget is a line for Greek Week programming for \$8000, which was approved by SABAC. The FY19 budget did not itemize Greek Week expenses, but the FY18 tab includes an itemization of what the Spring 2018 Greek Week expenses were. Within those expenses is a line for \$1,000 for t-shirts. The only restriction/cut SABAC made to the Greek Week line was the closing banquet/award ceremony, noting that all other programming would be available to all students. Within the FY19 budget there is also \$4000 approved for FSL office promotions, and within the description is included among many other giveaways t-shirts. FSL is currently processing expenditures for Greek Week in March and that is when the question arose about whether the Greek Week tshirt expense should come from the Greek Week programming line (\$8000) or the promotions line (\$4000). This is the question for which we are seeking SABAC's guidance.

**Sarah moved to approve \$1,000 coming from the promotional line-to be directed for the purchase of t-shirts, seconded by Karen.**

**Motion passed 6-0-1**

**ANNOUNCEMENTS AND QUESTIONS:**

SABAC discussed FY20 funding allocation guidelines.

The SABAC meeting adjourned at 5:53pm.

Respectfully submitted by Ann Marie Thomas, SABAC Secretary.

Minutes reviewed by:



Chris Summerlin, SABAC Chair

Date: 2-25-19