

# **Student Activities Budget Advisory Committee**

## **Meeting Minutes**

### **September 25, 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:** Trevoris (Tre) Brown, Renee Butler, Daniel Coley, Stephen Harr (via facetime), Jessica King, Juvoni (JJ) Lopez, Chris Summerlin, Nicole Turner, Andrew Wittmayer, Nina Wynn

**VOTING MEMBERS ABSENT:** None

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

**CALL TO ORDER:** SABAC Chair Summerlin called the meeting to order at 3:30p.m. Attendance was taken and quorum met. Meeting minutes from the September 18<sup>th</sup> meeting were distributed to the committee electronically and approved. Daniel Coley moved to reaffirm the online approval of the previous meeting minutes, seconded by Nina Wynn, approved 9-0-0.

**UNFINISHED BUSINESS:** None

**OLD BUSINESS:** Action item

#### **WIT Campus Conference Change**

WIT-Campus submitted a request for a non-substantive change to their approved conference registration due to the original conference no longer being available and instead the RSO is seeking to attend a later conference hosted by the same organization. Non-substantive means the core purpose and usage has not changed, but there were circumstances that made the originally proposed details no longer feasible so the RSO is seeking permission to still use the funds as intended with minor alterations in details (i.e., change in travel details but still for legitimate/related conference, program detail changes, etc.). As such, the request to change registration location was reviewed by the Chair and Vice Chair; both agreed to approve the change and RSO was notified accordingly.

#### **SUPPLEMENTAL FUNDING REQUESTS**

##### **Mock Trial**

The club has multiple major events that we intend to either sponsor or attend during the Fall 2019 semester. These include a competition at Florida State University/Tallahassee, FL, the Owl Classic Tournament hosted here with no cost to us, the invitational at Middle Tennessee State University in Murfreesboro, TN, and the invitational at Stetson University in DeLand, FL to help prepare for the upcoming regional tournament. DeLand invitational is Friday 11/23/2019 to 11/25/2019 with expected mileage to cost \$500 and tournament fees to cost \$200. We suspect the hotel will cost \$800, for a total of \$1500. There is also a Drexel Invitational from 12/6/2019-12/8/2019. While flights will cost us more, the remaining \$1,100 can help us pay for hotel and tournament fees.

Travel- Competitions, tournaments in FL, TN, PA

Date- Various dates from 10/18-12/8, 2019

Amount requested-\$5,000.00

**Questions-** How many participants are you sending to the various competitions? We will have about 17 students. What is the minimum number of required participants? About 8 to 10 participants. Have you paid anything in advance, considering the dates? No, we have not done anything as yet, we wanted to wait for SABAC approval first.

**Discussions-** They are requesting \$5,000, but the total cost estimates exceed that amount, though not all cost estimates and detailed are fully clear. They would be eligible for the amount being requested based on the number of people and SABAC guidelines. The minimum number of students indicated during the presentation for the team was 8-10, so if the max is allocated based on a full minimum the remaining expenses should the team choose to take more is what they could find elsewhere, or submit an additional request for supplemental funding. Questions arose regarding verification of appropriate expenditures and what happens if the funds allocated are not used, and post-SABAC approval funding process was quickly reviewed and unused funds remaining for future use. All RSOs receiving travel funds must also complete a form upon return documenting usage, which is helpful for assessing any future requests. During discussion SABAC members shared that this is the first year the RSO is opening up participation to all students, not just those who enroll in a particular course. SABAC was informed during discussion that this RSO had previously required course enrollment as part of active membership and travel. As such, this raises questions as to the RSO's past compliance with University policy. This concern will need to be reviewed through the appropriate means to determine whether the RSO was requiring academic course enrollment to its members. One consideration was tabling to gather further details, but some travel dates will have passed by the next SABAC meeting and RSOs are not eligible for reimbursement for expenses not already approved by SABAC prior to the travel occurring.

**Rationale-**Funding allocated based on specific amount requested and based on the typical minimum number of students needed for a successful team. The approved \$5,000 is for supporting three separate competitions with an estimate of 8-10 students required to attend, which is within the SABAC guidelines allowing RSOs to receive up to \$500 per student per trip. Daniel Wittmayer **moved to approve \$5,000.00**, seconded by Stephen Harr.

**Motion passed 9-0-0.**

### **Chabad Jewish Student Center at KSU**

This SABAC request is for funding for our annual NYC Chabad on Campus International Leadership Conference. This conference enables our members to network with other Jewish student leaders from over 200 universities around the world, while representing the Kennesaw State Jewish community. Our members will spend a week immersed in Jewish study, fellowship and culture. The cost of the conference, which includes registration, accommodations and travel is \$1,200 per attendee. The cost of the conference will be covered as follows: \$500 SABAC, \$500 fundraised by Chabad of Kennesaw, \$200 charged to participants. Conference, registration and payment is done online. **Travel for 15 students.**

Travel-NYC Chabad on Campus International Leadership Conference-Brooklyn NY

Date-November 7-10, 2019

Amount requested-\$7,500.00

**Questions-** How are members selected to go on this trip? We have an online process, which members can sign up and the Advisor helps review financial need to determine who receives the financial assistance. The trip is highly desired and there are 25 applications currently for the 15 slots.

**Discussions-** Members are required to contribute toward their own travel and do fundraising, so that is a good thing. They also talked about the skills they learn when they come back and how they share it with others in the organization. RSO will be reminded that while Advisors can assist and guide, that all RSO functions and decisions must be made by the student leaders themselves.

**Rationale-** Funding approved based on information submitted and alignment with SABAC guidelines. The approved \$7,500 was based on the maximum of \$500 allowed with 15 students attending.

Andrew Wittmayer **moved to approve \$7,500.00**, seconded by Daniel Coley.

**Motion passed 7-2-0.**

### **ICMA (International City/County Management Association) Student Chapter at Kennesaw State University**

The ICMA Annual Conference will be held from October 20-23, 2019 in Nashville, TN. This conference is for local government management professionals charged with improving the lives of residents. The conference offers educational, information-sharing and networking tools to ensure professionals of all backgrounds and career stages are plugged into the most innovative ideas and practical strategies needed to manage the challenges facing local governments.

Attendees will be equipped with the tools and support they need to make their communities a better place to live, work, and play. **Four (4) Executive Board Members traveling.**

Travel-ICMA Annual Conference, Nashville, TN

Date-October 20-23, 2019

Amount requested-\$2,207.98

**Questions-** Do you have dues or fundraise? No we do not collect any dues, we are looking into fundraising activities currently. You have 4 executive members that are traveling, what will the other members be doing? Only the 4 members expressed interest in attending at this time. How many members in the RSO? About 10-12 currently. How many on the Executive board? 4 members on executive board.

**Discussions-** In addition to travel expenses, the RSO is seeking certain items that are customized and would be considered permanent items requiring university inventory control (table cloth/banner). Per SABAC Protocol Manual 4.6.9.1 SABAC funds cannot be used to purchase these items.

**Rationale-** SABAC can fund travel up to \$500 per person per trip, but cannot fund permanent promotional items per SABAC Protocol Manual 4.6.9.1.

Daniel Coley **moved to approve \$2,000.00 for only travel**, seconded by JJ Lopez.

**Motion passed 9-0-0.**

### **The Alliance of Graduate Inorganic Chemists**

Graduate student poster and oral research presentations at the Fall 2019 Southeastern Regional Meeting of the American Chemical Society representing multiple branches of chemistry and research groups from the Department of Chemistry and Biochemistry at Kennesaw State University. Students will attend scientific seminars, discussions, and career development training with professionals from various backgrounds in chemistry including academia, industry, and government. **Request is for 5 graduate students to attend.**

Travel-Southeastern Regional Meeting, Savannah GA

Date- October 20-23, 2019

Amount requested-\$2,500.00

**Questions-** Presentation indicated six confirmed but request was for five. Correct, there are 6 graduate students now attending, 4 males and 3 females. The request is for 3 cars, which

seems excessive for 6 people. There are different sessions and based on schedules not everyone is able to travel together and some are choosing to drive individually. When driving, SABAC funds the lowest possible cost that would allow group travel, so each individual cannot be reimbursed for choosing to travel separately.

**Discussion-** How is the travel funding allocated if SABAC will not pay the full cost for three vehicles when fewer vehicles can accommodate the travel need. Just like for state employees, there are guidelines that help determine the least expensive travel options and that would be the maximum available for payment/reimbursement after travel, but if those details are unknown at this moment SABAC can still approve a maximum amount based on the number of people traveling and then the RSO will work with Student Activities staff in advance of the trip to determine exactly how much can be covered for travel.

**Rationale-** Funding is based on original request for 5 students to travel and receive up to \$500 per student per SABAC guidelines, but if more students cannot be accommodated for the same cost as 5 (due to sharing rooms and group transportation) that is permissible.

Andrew Wittmayer **moved to approve \$2,500.00**, seconded by Daniel Coley.

**Motion passed 8-1-0.**

### **American Medical Student Association**

AMSA at KSU consists of members who are geared towards becoming doctors. By attending this convention, which takes place every year, our members have the opportunity to get more exposure to various medical professions. This includes interacting with current medical students and physicians, attending simulations and workshops, presenting individual research that was and is currently being conducted at Kennesaw State University, receiving MCAT Prep material, and learning about professional development while establishing a strong network for KSU

Students in our organization. Although we have a large membership, **we are only taking 27 members including 7 executive board officers.** The convention pass for 27 people will cost \$5,103.00. The room cost for 2 nights including tax is \$2,838.01. The total cost is \$7,941.01.

Travel- AMSA Convention, Washington, D.C.

Date- April 17-19, 2020

Amount requested-\$7,941.01

**Questions-** Are you planning on fundraising? We are planning on doing some fundraising. Why 27 students and how did you decide who goes? We chose students who have not attended before so that they all get a chance to experience this event. What is the general/reasonable number of students that you can take? We chose 20 general members in addition to the 7 executive board members because we feel the students can get to interact with doctors, and not all these students are pre-med, so with this larger number, we try to get a representation from all the pre-health groups. How will you guarantee that 27 people will actually attend? We have been promoting it and based on the feedback from students, there is more than sufficient interest. When does the early bird special end? We don't know, which is why we are seeking funding early. What is your membership due used for? It goes toward matching shirts to be worn during the trip, and expenses for other items beyond travel that the convention requires or additional convention expenses beyond what SABAC can allocate.

**Discussion-** I think this presentation was well prepared and they seem to be able to bring back good information and represent KSU well while they are there.

**Rationale-** Based on the information submitted and the presentation, the per person request for travel support is \$294.11, and the SABAC Protocol Manual allows for up to \$500 per person per trip, so this request is within the guidelines.

JJ Lopez **moved to approve \$7,941.01**, seconded by Stephen Harr.

**Motion passed 9-0-0.**

### **Saxophone Club**

The Navy Band International Saxophone Symposium gathers saxophonists to learn from each other and professionals. The symposium features a diverse selection of lectures on a variety of topics every year from distinguished professional musicians. Topics include an assortment of the following: Improvisation clinics by leading jazz musicians, Early history of the saxophone, In depth discussions of important saxophone repertoire, General tips for improving saxophone playing, including reed maintenance, saxophone repair, use of vibrato, etc. Examinations of the music field in general, including helpful suggestions for building a career as a professional musician, and Analysis of jazz styles and transcriptions.

Flights: \$711.84 Hotel: \$231.92 Uber: DCA to George Mason: \$34.90 - request up to \$42 Uber: George Mason to DCA: \$34.13 - request up to \$42 Total: \$1027.76, or \$256.94 per person (**4 students traveling**)

Travel- Navy Band International Saxophone Symposium, Washington, DC

Date-January 9-11, 2020

Original amount requested- \$1,027.94. An alternative amount was presented to demonstrate what the cost different would be to address the questions raised online by SABAC about using public transit instead of Uber and driving instead of flying. Original amount requested is still the desired amount.

**Questions-** Will anyone be performing? We have chamber groups, and the main goal is to learn, similar to workshops. In responding to the questions posted you show a cost savings for certain changes, so are you now driving instead of flying? We would rather fly and use Uber since the original price is not that much more than what could be saved on a very long drive to DC, and the public transit option while cheaper required changing trains, a shuttle, and a long walk to the hotel.

**Discussion-** All questions were satisfactorily answered.

**Rationale-** Request falls within the SABAC guidelines and all necessary documents provided. Daniel Coley **moved to approve \$1,027.94**, seconded by Andrew Wittmayer.

**Motion passed 9-0-0.**

### **Collegiate National Association of Music Educators**

Members will attend educational music lectures, masterclasses, and network with other students, teachers, and professionals in the field of music education. The Midwest Clinic International Band, Orchestra and Music Conference offers guests interested in music education an array of clinics and exhibits, as well as access to music and teaching icons. **Original request for 8 students, but during presentation indicated number has increased to 12.**

Travel- 73<sup>rd</sup> Annual Mid-West Clinic Conference, Chicago

Date-December 18-22, 2019

Amount requested-\$2,412.72

**Questions-** How many people are a part of this organization? About 30 students. How did you decide which 8 will attend? We have not decide yet, but priority is given to those who attend meetings are active members. Interest in attending has increased to 12 students. With the increase in the amount of members that are attending, are you asking for more money as well? Yes, ideally we would like to increase our request. If you receive the amount requested and no additional funds, can you raise the funds to cover additional attendees? Our RSO bank account is very low right now and individual members do not have the funds to cover their own expenses. Is there a registration deadline? There is no registration deadline, but costs increase the close it gets to the conference, so we are planning ahead.

**Discussion-** Was a new amount ever specified or requested, or details about additional costs? No, additional details were not provided other than a desire to bring more people. Based on the dates of travel, the RSO can do further research and submit a new supplemental request if additional travel funding is desired.

**Rationale-** Funding approved based on original request, which falls within the SABAC guidelines.

Jessica King **moved to approve \$2,412.72**, seconded by Tre Brown.

**Motion passed 9-0-0.**

### **Offensive Security Research Club**

The Collegiate Penetration Testing Competition (CPTC) provides a vehicle for up and coming cybersecurity student teams to build and hone the skills required to effectively discover, triage, and mitigate critical security vulnerabilities. This competition is unique in offering a simulated environment that mimics real world networks. The competition focuses on improving the security posture of a fictitious organization and reporting on risks in a manner that is similar to a real professional environment. KSU has been invited to the event and will be sending a team of **7 competitors and 2 additional members to the regional competition in Augusta, Georgia.**

We request funding for travel and room/board for the duration of our time at the competition. All costs per the attached excel spreadsheet. Specific breakdown of charges can be seen on the spreadsheet. \$560.62 for the Van (gas prices included), \$1,636.68 for the hotel (parking included). Food not included, all members will need to pay for their own food.

Travel-Collegiate Penetration Testing Competition, Augusta, GA

Date- October 11-13, 2019

Amount requested-\$2,197.30

**Questions-** You are taking 2 additional members along with the original 7? There were two deadlines that we had, and we had a change in our roster with additional members after the initial deadline. There are 9 people in total attending including 1 faculty advisor, and the advisor is sharing travel/room. Just a point of information, SABAC rules do not allow funding RSO advisor travel.

**Discussion-** How do we determine what part of the costs are for the advisor? Certain shared costs that would be the same with or without the advisor are fine, like the cost for a van or a hotel room being used by students that happens to have space at no additional cost for the advisor, but advisor-specific costs like registration or an additional hotel room cannot be provided. Should the RSO resubmit specifically excluding any advisor costs? There is not time for that before the travel is scheduled, but if SABAC allocated funds based on the known costs for the students attending, all of those travel details will be verified by Student Activities when processing the funding.

**Rationale-** Approved funding is based on the number of students attending since the expenses specifically related to the students are within the SABAC guidelines.

Nina Wynn **moved to approve \$2,197.30**, seconded by Daniel Coley.

**Motion passed 9-0-0.**

### **The Dance Company at KSU**

The Dance Company at KSU would like to send **a student and the student's choreographer** to the Tennessee Dance Festival to represent the Company, the KSU Dance Department, and the University in a weekend of dance classes, networking, and artistic performance. The conference begins on September 27th at 5:30 pm, and it ends on September 29th at 2:30 pm. The funds above will be used solely for hotel costs for two nights at the Holiday Inn Express.



Attached as a supplemental document is a screenshot of the receipt. The rates differ for the nights being that one night has the discounted rate offered by the festival.

Travel- Tennessee Dance Festival, Nashville, TN

Date-September 27-29, 2019

Amount requested-\$376.10

**Questions-** Why is there only one student traveling? It is one student because it was a solo performance. Do you have any other events that you will be attending throughout the year? Yes, but not until Spring. How is it determined who is in the Dance Company? It's done through an audition and the Advisor selects for the Fall and for the Spring the senior student members select. The student attending this specific festival was selected by a faculty member? Yes, the faculty advisor selected this student. Have the expenses already been paid? Yes, we are seeking reimbursement.

**Discussion-** Can SABAC support a reimbursement for travel? Potentially, if the full approval is done prior to the actual travel, even if certain expenses were already paid. The SABAC Protocol Manual addresses this. However, given that this event is in two days, even if SABAC were to support recommending approval all recommendations must receive final approval from the VPSA and per policy that approval process can take up to 10 business days to complete. Another challenge is the manner in which the participating student was selected. When faculty members are the decision makers and the travel appears related to an academic program then it is incongruent with the RSO policy.

**Rationale-** The fundamental concern is whether this is an RSO sponsored activity or an academic sponsored activity and whether the role of the faculty contradicts the RSO policy, making this an inadmissible funding request. This is complicated by the limited timeframe. The anticipated Spring travel may be admissible, based on presented information that spring competition is chosen by students and not faculty. The RSO is highly advised to consult with Student Activities far in advance about the manner in which the RSO is functioning related to these travel activities to determine appropriate compliance with RSO policy and potential eligibility for future SABAC funding.

Andrew Wittmayer **moved to approve \$376.10**, seconded by Nina Wynn.

**Motion failed 0-8-1.**

### **Biology Student Organization at KSU**

BSO wants to coordinate a succulent potting demonstration along with the distribution of potted succulents. This is to teach the methods of potting and taking care of plants, as well as to talk about deforestation and habitat destruction. The paint and brushes is to make the demonstration more interactive and appealing to students, and as a way to engage in discussion about how stores shouldn't paint the actual plants. Succulents (\$1.86 per plant) (100x)= \$186.98, Pots (\$0.97 per pot) (3x packs) = \$116.97, Soil (\$29.95 per bag) (1x)= \$29.95, Paint (\$14.99 per pack)(2x)= \$29.98, Brushes/Pallet (\$16.95 per pack)(1x)= \$16.95, Total: \$380.83

Program- Succulent Potting Demonstration

Date- October 27 & 28, 2019

Amount requested-\$380.83

**Questions-** Is this something that is advertised and how do students know about it? We have not advertised anything as yet, because we wanted to get approval from SABAC first. You have already received \$1190 in annual funding for FY20, have you already used this funding? No, I am new to this board and not aware of any funding that we have already received. Ok, then you might want to check with Student Activities for assistance. If there were funds that were approved already, those will be used for other events but I do not believe we have asked for funding for this specific event in our previously submitted annual budget.

**Discussion-** They have a lot of students involved in the RSO, and this seems like an event that will draw enough students to utilize the supplies being requested.

**Rationale-** Since this request was not originally included in the annual budget request, based on SABAC guidelines, this can be funded as a supplemental activity.

Nina Wynn **moved to approve \$380.83**, seconded by Daniel Wittmayer.

**Motion passed 8-0-0. (Tre Brown not present in room during this vote)**

### **Pre-Dental Club**

This is a tabling event that the Pre-Dental Club is planning for Halloween. We will give out treats and toothbrushes to students and let them know about our pre-dental club. This is all done to raise awareness of the dental club, and see if other students would be interested in it as a career path. For this Tabling event, we need \$39.97 for individually wrapped toothbrushes. It is a 148 pack of large head medium bristle disposable bulk toothbrushes, and they can be found online at Amazon.

Program-Tabling event

Date- October 31, 2019

Amount requested-\$40.00

**Questions- No student representative attended the meeting.**

**Discussion-** \$40 sounds like a reasonable amount for the number toothbrushes.

**Rationale-** Request is within the SABAC funding guidelines.

Daniel Wittmayer **moved to approve \$40.00 seconded by** Stephen Harr.

**Motion passed 8-0-0. (Tre Brown not present in room during this vote)**

### **Young Americans for Freedom**

We will be hosting Lt. Col. Allen West to speak on race relations in society. This event will include a lecture followed by Question and Answer session with attendees. \$10,000 honorarium plus \$1,000 to cover flight to/from Texas and the hotel.

Program- Speaker event with Lt. Col Allen West

Date-Between 9/8-11/15, 2019 – exact date to be determined with speaker

Amount requested-\$11,000.00

**Questions-** What is your advertisement plan? We have been advertising heavily on social media as well as putting up a lot of flyers. We think this speaker will be very beneficial for our campus. How many students do you think will attend? About 40 to 50 students, and we expect a lot of off campus visitors. How many members do you currently have? I'm not sure, but maybe 30. We had about 10 people attend our first meeting, and 7 or 8 attended our second meeting. How many students attended your last event? We had about 70 in attendance. How many were students? Not sure, but probably more than half. Have you tracked student attendance at your events, using the tap reader for OwlLife or sign-in sheets? I don't think so but I'm not sure. Even if approved for the maximum amount allowed by SABAC guidelines for an event, that max is \$5000. Do you have a plan for raising the remaining funds? Yes, we already have a commitment from the Young Americans Foundation to cover all costs not covered by KSU. Do you currently charge membership due? We didn't collect any yet this semester, but we would charge about \$20-25. We also receive grants through the leadership institute, which is how we purchased the flags for the 9/11 project. You mentioned the speaker is local and there is no travel cost, just the \$10,000 speaker fee but the request submission indicates speaker is from Texas and you requested an additional \$1000 for travel? I didn't prepare the submission, I am just substituting because the submitter wasn't available to attend.

**Discussion-** Based on the anticipated attendance of 40 to 50 students, it seems that the cost for this program is excessive. Even if a large non-student audience attended, we cannot use



SABAC funds to pay for non-student participants. The student presenting indicated that even without SABAC funds, the RSO has alternative funding sources to cover all the costs. Based on the limited data and not knowing how many students have actually attended past events hosted by this RSO, it is difficult to determine what might be a reasonable level of financial support.

**Rationale-** Not enough information to determine an appropriate amount of financial support. \$5,000 is the maximum amount any RSO can receive for a program per current SABAC guidelines, but SABAC must still have appropriate data to justify recommending any amount of financial support.

Daniel Wittmayer **moved to approve \$5,000.00**, seconded by Tre Brown.

**Motion failed 0-9-0.**

### **International Student Association**

Due to the event being held in the Marietta Campus Theater, there are additional costs incurred.

Program- ISA Mr. KSU International 2019

Date- October 24, 2019

Amount requested-\$750.00

**Questions-** Was this program included in your annual budget submission? It was but the venue changed and there are now additional costs for using the Marietta Student Center Theater. Is this an annual program? Yes, we host this in the Fall and Miss KSU in the Spring. Since this venue now has a higher than anticipated cost, did you check other venue locations? So far all the locations we have checked are not available. We would have to postpone the event. What is the estimated attendance? The expected attendance is between 300 to 400 students. We want a venue that can keep this event open to all students and continue bringing in a diverse representation of the student body. Do you make the student involved pay any fee, like a pageant entry fee? No, this is not really a pageant but an opportunity to highlight the many different cultures from around the world that our students represent.

**Discussion-** None

**Rationale-** Because the event type and size requires a specific type of venue and no alternative venues are available, the RSO must secure additional funding for this event to occur.

Nina Wynn **moved to approve \$750.00**, seconded by Daniel.

**Motion passed 8-1-0.**

### **NAACP**

The State Assessment covers each unit's annual financial commitment toward the annual State Convention and assessment to the State Conference's Youth & College Division.

Program-NAACP Mandatory Assessment

Amount requested-\$100.00

**Questions- No student representative attended the meeting.**

**Discussion-** This is something that is required for this RSO to be a recognized chapter of the NAACP. But, is this something that SABAC is even allowed to pay? The RSO policy includes no expectation that an RSO must pay a mandatory fee to exist. If an outside entity requires a fee for an RSO to be affiliated with an external private national organization, how is that the responsibility of other enrolled students to use their student fees to cover that cost? This seems like something more appropriate for fundraising or membership dues to cover. The submission also noted late fees, so even if some affiliation fee could be funded, certainly it is not KSU's responsibility to pay late fees on behalf of an RSO.

**Rationale-** Student fees should not be paying for any externally-required mandatory fees in order for an RSO to be affiliated with a private national organization since the KSU RSO policy allows all RSOs to exist at KSU at no cost.



Tre Brown **moved to approve \$100.00**, seconded by Andrew.

**Motion failed 3-4-2.**

### **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 Burkina Faso. 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-Annual Mocktail Party

Date- October 24, 2019

Amount requested-\$2,500.00

**Questions-** How many attendees do you normally have at this event? Between 300 to 400, each Fall and Spring. Can you go pick up the food to save the delivery fee? We could try but time is limited that day and there is a lot of food so we would need to find someone with a truck. What are all the misc. items? We have trivia and a way for people to test facts about different countries, and we give them a treat, such as cookies.

**Discussion-** This event happens every semester, the only concern is that this delivery fee is very high.

**Rationale-** Request is within SABAC guidelines and consistent with or lower than amounts received in the past for the same event and with evidence of high student attendance.

Andrew **moved to approve \$2,500**, seconded by Tre.

**Motion passed 9-0-0.**

### **Phi Eta Sigma- William Davis**

Phi Eta Sigma is co-sponsoring Owls Arrive Alive, an alcohol awareness event to inform students on the recklessness, consequences, and life-changing experiences that drinking and driving can implement on people's lives. The event will portray an accident involving two cars, with a drunk driver causing the crash, creating a big scene. Multiple voluntary "victims" will have injuries ranging from minor scrapes and bruises to being in critical condition. The total number of shirts requested is 90, including 30 shirts for the event participants. The cost per shirt is \$16.95 for the 30 participate shirts, for the speakers, victims, ambulance workers, firefighters, and police officers. The remaining 60 shirts are \$13.66 each for student attendees that will be given out on a first-come bases.

Program- Owls Arrive Alive

Date- October 24, 2019

Original Amount requested-\$1328.10, reduced to \$890.00 due to better vendor pricing.

**Questions-** Where is this event happening? Alongside the Campus Green on Cobb Ave near the Convocation center and East Deck. Do you have any campus partners that you are working with? Yes, there are others that we are working with, primarily the Center for Young Adult Addiction and Recovery. Are the student volunteers all members of Phi Eta Sigma? We are seeking volunteers from multiple RSOs. Has Phi Eta Sigma done this before? Yes multiple times but the last time was 4 years ago and we are now trying to restart it. Where are you getting these cars from? We rent them.

**Discussion-** This seems like a great event, and very helpful educational tool for students. RSO continued research to find a lower cost from what was originally submitted.

**Rationale-** These funds would supplement supplies and promotional items for an event being co-sponsored by a university department and an RSO.

Daniel Coley moved to approve \$890.00, seconded by Andrew Wittmayer.  
**Motion passed 9-0-0.**

### **Her Campus at Kennesaw State-Jaz Daley**

The promotional items listed will be given to any Kennesaw State student who comes to the Her Campus tabling or event. The items prepared in the Excel sheet will be for our event, October 3, known as Sip n Paint. Any Kennesaw State student will be given a canvas, brush and paint to settle into the event. The plates and cups provided will go along with the light snacks we will provide as well. Her Campus at Kennesaw stickers: \$50.93 Her Campus at Kennesaw wristbands: \$57 Plates: \$19.98 Plastic flutes: \$16.99 Paint brushes: \$35 Canvases: \$64 Paint: \$40 (Items listed in Excel have been rounded)

Program/Promotional Items

Date- October 3 & 8, 2019

Amount requested-\$284.00

**Questions-** Is the event for profit? No it is for a general body meeting. Per the SABAC protocol manual general body meetings cannot receive funding, but RSOs are welcome to host events open to the entire student body and request funding for programming. There are other organizations that are collaborating to do a similar event, maybe your RSO can join that larger programming effort to draw more students and make it easier for you.

**Discussion-** The presenter indicated the funding was for a general body meeting. However, the presenter also described it as open to all students so it was not clear if it should be considered a program or general body meeting.

**Rationale-** According to the SABAC Protocol Manual 4.6.4, general body meetings cannot be funded.

Andrew Wittmayer moved to approve \$284.00, seconded by Daniel Coley.

**Motion failed 3-5-1.**

### **Relay for Life at KSU- Miranda Adams**

Relay for Life is a nonprofit that raises funds and awareness for all kinds of cancer. We do this through our annual event where teams who have signed up have a chance to come out and celebrate life along with helping us reach our fundraising goals. Requesting funding for EMT for 8 hours for a total of \$800.

Program- Cancer Awareness Program and Fundraiser

Date-October 4, 2019

Amount requested-\$800.00

RSO notified in advance of SABAC meeting that Public Safety and EMT expenses are already covered by the university and RSOs do not need to specifically request these fees, but do need to follow all appropriate event procedures working through Student Activities. No SABAC action required.

**NEW BUSINESS:** None

**ANNOUNCEMENTS AND QUESTIONS:** None

Tre Brown moved to adjourn meeting, seconded by Daniel Coley.

Motion passed 9-0-0.

The SABAC meeting adjourned at 6:09pm.

Respectfully submitted by Ann Marie Thomas, SABAC Secretary.

Minutes reviewed by:



Date: 10-1-19

Chris Summerlin, SABAC Chair