

## Services and Activities Fee Committee Meeting Minutes

PUB 207J

January 21, 2020

Meeting called to order at 2:01

### 1) Introductions & Attendance

a.) Arturo Diaz, ASEWU Finance Vice President - PRESENT

b) Reilly Responde, Student-at-large - PRESENT

c) Ian Baisch, Student-at-large - PRESENT

d) Amy Morales, Student-at-large - PRESENT

e) Judson Helland, Student-at-large - PRESENT

f) Morgan Doyle, Student-at-large - PRESENT

g) Samantha Armstrong, Student Accounting Office - PRESENT

h) Vanessa Delgado, Faculty – Multicultural Center - PRESENT

i) Dennis Wilson – Student Financial Services - PRESENT

j) Kiana Baker, ASEWU President – Ex-Officio - ABSENT

k) Rob Sauders, VP Student Affairs – Ex-Officio - ABSENT

l) Toni Habegger, Chief Financial Officer– Ex-Officio - ABESENT

m) Judith Miller – Fiscal Specialist - PRESENT

### 2) Review of Policies & Walk Through Purpose of the Committee – S&A Process

Sam presented on the background of S&A. She discussed with the committee how each year the process changes slightly and how we are going to work through the process as a committee. She also gave some insight on the policy and state laws that govern the S&A committee.

### 3) EagleSync Training

Arturo will work at adding people to the student accounting portal to get everyone ready.

### 4) Selecting a Chair & Vice Chair

Vote to pass Arturo as Chair

Vote passed 9-0-1

Vote to pass Reilly as Vice Chair

Vote Passed 9-0-1

### 5) Adjournment Time:

Meeting was adjourned at 3:23

## Services and Activities Fee Committee Meeting Minutes

January 28, 2020

PUB 207J

1. Call to Order: 2:06pm
2. Introductions and Attendance
  - a. Arturo Diaz, ASEWU Finance Vice President (Chairman) - PRESENT
  - b. Reilly Responde, Student-at-large (Vice-Chairman) - PRESENT
  - c. Ian Baisch, Student-at-large: ABSENT
  - d. Amy Morales, Student-at-large PRESENT
  - e. Judson Helland, Student-at-large PRESENT
  - f. Morgan Doyle, Student-at-large PRESENT
  - g. Samantha Armstrong, Student Accounting Office PRESENT
  - h. Vanessa Delgado, Multicultural Center PRESENT
  - i. Dennis Wilson, Student Financial Services PRESENT
  - j. Kiana Baker, ASEWU President—Ex-Officio: ABSENT
  - k. Rob Sauders, VP Student Affairs—Ex-Officio: ABSENT
  - l. Toni Habegger, Chief Financial Officer—Ex-Officio: ABSENT
  - m. Judith Miller, Fiscal Specialist - PRESENT
  - n. Kelsie Coffell, ASEWU Superior Court Clerk - PRESENT
3. Look at historical amounts and formulate questions
  - a. Easterner has a \$25,000 person and a \$24,000 print contract. Consideration of asking them to reduce staff, to move to monthly online and/or reduce prints. Possible

meeting with them where we ask what happens if we give them \$70,000. They are capable of generating ad revenue.

i. Ask them where they see opportunities to increase revenue.

ii. Also ask them what their readership numbers are.

iii. Give a range based on budget, have them present on what happens with different budgets

iv. There are 15 employees, most of them at or only slightly above minimum wage.

v. Having Josh Ashcroft with them for that presentation because we're looking at taking \$20,000 off their budget

b. Eagle Sound often co-sponsors by donating their services, so they could be making more revenue than they do. As high as their costs are now though, it's mainly departments that use Eagle Sound and not student orgs, even though student orgs are not contractually allowed to use other sound services on campus.

c. ASEWU potentially withdrawing from legislative affairs, want to hear from them

d. Athletics has a huge budget, students often want to hear from them but we usually don't get anything from the presentation. They gave a colorful, in-depth packet, they get a lot of donations. The Board of Trustees made a decision to play Division 1 ball. This costs money, it's going to get paid for no matter what we do so it's coming from somewhere.

i. How much of this money is going back to students? How many student employment opportunities, how many student athletes? How many scholarships?

ii. \$25-50,000 less range proposal

e. Music & Marching Band

4. Consider what questions need to be asked

a. Vanessa suggests giving them a range of maybe 3 proposed amounts, depending on their budget, and having them present on what their plan is for the range.

b. Decided that requests for defenses of budgets should be either in written form or in presentation form based on each department's situation. If it's easily explicable,

written form will do fine, but if there might be a lot of questions, presentations would be better.

c. What are we looking for in allocating funds to orgs, what do they provide, what is valuable to the students to have?

5. Consideration of raising S&A amount

a. Current fee is \$235.33 per quarter

b. Can do any percentage of increase between 0-4%, not allowed to do more than 4%

c. Increase \$5, \$240.33

d. Increase \$9, \$244.33

e. Fiscal growth factor is 5.8% for 2020, projected 5.91% for 2021

f. Enrollment projection: 8,750

g. Sam guesses we will have 4.8 to 5 million to allocate. We allocated 5.228 last year

h. Increasing the fee will be a difference of around \$210,000 from the current fee to the fee with a 4% increase

i. Arturo suggests tabling or including questions in a survey about what students care about and what is important to them that S&A funds

j. Reilly points out that S&A might not be able to come back from missing a year of increase

k. Committee decided to think on it

l. Supplemental and budget proposals are due February 5

6. Adjournment: 3:43pm

## Services and Activities Fee Committee Meeting Minutes

February 4th, 2020

PUB 207J

1. Call to Order: 2:06

2. Introductions and Attendance

a. Arturo Diaz, ASEWU Finance Vice President (Chairman) - PRESENT

b. Reilly Responde, Student-at-large (Vice-Chairman) - PRESENT

c. Ian Baisch, Student-at-large - PRESENT

d. Amy Morales, Student-at-large: ABSENT

e. Judson Helland, Student-at-large PRESENT

f. Morgan Doyle, Student-at-large - PRESENT

g. Samantha Armstrong, Student Accounting Office: ABSENT

h. Vanessa Delgado, Multicultural Center - PRESENT

i. Dennis Wilson, Student Financial Services - PRESENT

j. Kiana Baker, ASEWU President—Ex-Officio: ABSENT

k. Rob Sauders, VP Student Affairs—Ex-Officio: ABSENT

l. Toni Habegger, Chief Financial Officer—Ex-Officio: ABSENT

m. Judith Miller, Fiscal Specialist - PRESENT

n. Kelsie Coffell, ASEWU Superior Court Clerk - PRESENT

3. Vote on Increasing the Fee: Vanessa spoke to students in MEChA about increasing the fee, they answered that they would be more comfortable with a 2% increase than a 4% increase because they and other students they know have a difficult time already between college and work, and these students who are low on funds already don't get to really participate in the things that S&A funds. The committee seems to agree,

however, that, with the minimum wage increase, and with the way the university is struggling to fund things as is, it would be irresponsible not to increase the fee. Reilly also points out that not increasing it the max amount might mean missing out on crucial funding in the future that we can't foresee.

a. Morgan moves to increase the fee by 4%

b. Ian seconds

c. Motion passes 5-1-1.

4. Supplemental Request: we have \$27,525

a. Michael Reid, School of global learning: \$3500 request. \$2000 for travel, \$1500 for food.

i. Motion to approve passes unanimously

b. Connor Attridge, EWU PUB Art Display: getting a gallery system for \$1500. Location is on the 3rd floor between 321 and 323 which is 13 feet of wall where they can hang around 4 pieces of art, ideally all by students. If they don't get

enough from their first Call for Artists, they'll ask the Art Department. ASEWU can't afford it, Art Department won't pay for it, what about the PUB? Art Advisory Committee would probably request annual funding for this gallery in the future, they are just looking to S&A to get their infrastructure in place and get their first installation done. PUB fee apparently only pays for baseline maintenance and everything that isn't under warranty. This committee's main issue with this is the location. Are there students who would submit their art?

i. Judson moves to deny

j. Reilly seconds

k. Motion passes 4-1-2.

c. Nick Franco, Pride Center: requesting \$2055.11 for technology.

i. Morgan brought up the fact that the technology fee committee is looking for request and would like to let Nick know that the tech fee committee might be a more appropriate place to ask for money, Everyone Agreed.

ii. Judson Moves to Deny

- iii. Morgan Seconds
- iv. Motion passes Unanimously
- d. NASA, Jerry Crowshoe
- i. Reilly moves to table
- j. Morgan seconds
- k. Motion passes unanimously.
- 5. Adjournment:
  - a. Reilly moves
  - b. Judson Seconded
  - c. Motion passes unanimously
  - d. Meeting adjourned 3:47

## Services and Activities Fee Committee Meeting Minutes

February 11th, 2020

PUB 207J

1. Call to Order: 2:10

2. Introductions and Attendance

a. Arturo Diaz, ASEWU Finance Vice President (Chairman) - PRESENT

b. Reilly Responde, Student-at-large (Vice-Chairman) - PRESENT

c. Ian Baisch, Student-at-large - ABSENT

d. Amy Morales, Student-at-large - PRESENT

e. Judson Helland, Student-at-large - PRESENT

f. Morgan Doyle, Student-at-large - PRESENT

g. Samantha Armstrong, Student Accounting Office - PRESENT

h. Vanessa Delgado, Multicultural Center - PRESENT

i. Dennis Wilson, Student Financial Services - ABSENT

j. Kiana Baker, ASEWU President—Ex-Officio - ABSENT

k. Rob Sauders, VP Student Affairs—Ex-Officio - ABSENT

l. Toni Habegger, Chief Financial Officer—Ex-Officio - ABSENT

m. Judith Miller, Fiscal Specialist - PRESENT

n. Kelsie Coffell, ASEWU Superior Court Clerk - PRESENT

3. Supplemental Request

a. Jerry Crowshoe; Powwow

i. Request in the amount of \$5,000

1. Sam moves to approve \$5,000. Seconded by Morgan. Motion passes 6-0-1.

b. Kimberly Davis; Diversity and Inclusion week

i. Request in the amount of \$11,000

1. \$2,000 towards technology fees

2. \$5,000 towards volunteer and student t shirts

3. \$4,000 towards keynote speakers

a. An additional \$5,000 needed for the event to go

ii. Advised to submit an annual request

1. Morgan motions to approve \$6,000, funds not to be used for promotional giveaway items. Seconded by Judson Helland (JT).

a. Motion passes 6-0-1.

4. Next week Review:

a. Difficult budgets typically requiring presentations include; athletics, The Easterner, ASEWU, Music, School of Global Learning, Women's and Gender Studies, OCE; Simper budgets include art gallery, student accounting, Eaglesound, NASA; others that we want to bring in are Campus Recreation (asking for the same), EPIC (asking for a bit more), Intramural Sports (giving this

committee's ok to let faculty and staff play intramurals for a fee), Eagle Entertainment (but maybe bring SAIL in to speak about EE as well, SAIL is restructuring their staff). Suggestion of bringing in Stacey Reece and Josh Ashcroft to talk about SAIL, EE, Eaglesound, The Easterner, and the Fitness Center

b. EWU Art Gallery: next week

c. ASEWU: want to see

i. Legislative budget

ii. Executive budget

- iii. Superior court budget
- iv. Elections budget
- v. Council budget
- vi. Supplemental student orgs
- vii. ASEWU Budget
- d. Campus Recreation Shuttle Bus Operations
- e. Campus Recreation
- f. Child Care Center: next week
- g. Club Sports Federation
- h. Eagle Entertainment
- i. Eagle Sound Production
- j. Easterner
- k. EPIC
- l. EWU Athletics: want to see
- m. EWU Spokane Fitness Center: want to see
- n. Intramural Sports: want to see (request is less than last year but they are restructuring)
- o. Multicultural center: next week
- p. Music
- q. NASA: next week
- r. Office of Community Engagement: next week
- s. Pride Center

t. SAIL

u. School of Global learning: next

v. Student Accounting: next week

w. Student Accounting/Org Sync: next week

x. Symposium

y. Theatre

z. Women and Gender Studies: next week

aa. Next week, shooting for 9 of them: Art Gallery, Childcare Center, Multicultural Center, NASA, OCE, Orgsync, School of Global Learning, Student Accounting Women's and Gender Studies

bb. Give people 2-3 different dates for representing for requests

cc. S&A fee is \$244 per quarter next year, around 8750 projected for student enrollment (we are currently a bit under 9500).

dd. A proposition of doing 3 allocation levels for different scenarios of enrollment numbers based on projections by Student Enrollment.

ee. 1.5 million dollars in the fun budget so there is also room for error with these allocations.

ff. Everyone think of questions to ask presenters before they present so they are prepared.

gg. Sam said she'll bring snacks next week!

5. Adjournment:

a. Reilly moves

b. Judson seconds

c. Motion passes unanimously

d. Meeting adjourned at 3:24pm.

## Services and Activities Fee Committee Meeting Minutes

March 3rd, 2020

PUB 207J

1. Call to Order:
2. Introductions and Attendance
  - a. Arturo Diaz, ASEWU Finance Vice President (Chairman)
  - b. Reilly Responde, Student-at-large (Vice Chairman): absent
  - c. Ian Baisch, Student-at-large
  - d. Amy Morales, Student-at-large: late (3:05pm)
  - e. Judson Helland, Student-at-large
  - f. Morgan Doyle, Student-at-large
  - g. Samantha Armstrong, Student Accounting Office
  - h. Vanessa Delgado, Multicultural Center
  - i. Dennis Wilson, Student Financial Services
  - j. Kiana Baker, ASEWU President—Ex-Officio: absent
  - k. Rob Sauders, VP Student Affairs—Ex-Officio: absent
  - l. Toni Habegger, Chief Financial Officer—Ex-Officio: absent
  - m. Judith Miller, Fiscal Specialist
  - n. Kelsie Coffell, ASEWU Superior Court Clerk: late (2:40pm)
3. Approving Meeting Minutes
  - a. Approval of meeting minutes for February 25th Meeting
4. Presentation

a. Presentation on what S&A can allocate based on projections- Toni Habegger [30 minutes]

5. Discussion on what we want to prioritize as a committee moving forward [15 minutes]

a. Sam suggests a 5.3 mil projection but only allocate 5.1

b. Judson wants to prioritize diversity and inclusion and women's and gender studies because that's something that really stands out about this university

c. Morgan wants to keep student jobs

d. Sam prefers investing into student clubs and orgs more than investing into departments. Clubs and orgs are a huge source of retention and give students valuable experiences.

6. Continued Discussion

a. Multicultural Center [10 minutes]

i. Wages: \$50,890.00

ii. Direct Expense: \$39,150.00

1. Meeting tomorrow

2. Everyone she's talked to wants to make sure EagleFAM happens

3. If S&A funds this then it will need to be extended out to all students, not just housing and residential life.

4. Vanessa brings up the fact that EagleFAM is to provide students with resources to enhance their success at Eastern

5. One option is that housing funds it and then Vanessa oversees it

iii. Giving Vanessa until the first meeting of spring quarter

iv. Judson moves to table until the first meeting of spring quarter

v. Morgan seconds

vi. Motion passes unanimously

b. School of Global learning [10 minutes]

i. Direct Expense: \$9,000.00

1. Sam is concerned about adding new things that need funded because it means taking away from things that we've funded in the past

2. This does fit in with the committee's desire to protect diversity and inclusion

3. Amy's here (3:05pm)

4. Judson moves to approve \$7500 for them

5. Morgan seconds

6. Motion passes unanimously

c. Student Accounting [10 minutes]

i. Wages: \$172,200.00

ii. Direct expense: \$22,180.00

1. The only increase is in wages

2. Got a break on their auditing cost, it's significantly reduced for right now

3. Potential moving expenses. They aren't allowed to haul boxes themselves

4. Arturo moves to approve the full amount requested, \$194,380

5. Amy seconds

6. Motion passes unanimously.

7. Sam promises to give back any money that is not used

7. First Review

a. Office of Diversity and Inclusion

i. Direct Expense: \$12,000

1. Arturo moves to approve \$10,000 and no t-shirts

2. Judson seconds

3. Motion passes unanimously.

b. EWU Spokane Fitness Center

i. Direct Expense: \$71,000.00

1. Sam suggests holding off until Tony has more information

c. Orgsync

i. Direct Expense: \$50,500

1. Sam suggests giving this cost to tech fee, or having us pay half and tech fee pay half

2. Existing Orgsync contract: we have sent them a cancellation because that platform does not exist as of July 1 2020.

3. The new contract appears to be \$30,000

4. Split with tech fee or pay for it? Tech fee has held off because they didn't know a number yet

5. It's a 3-year contract (\$30,000 per year)

6. Decided to hold off until we hear from tech fee

8. Review before the next week for our March 10th, 2020 meeting

a. ASEWU

i. Legislative Budget

1. Direct Expense \$20,000.00

ii. Executive Budget

1. Direct Expense: \$51,000.00

iii. Superior Court Budget

1. Direct Expense: \$80,000.00

iv. Council Budget

1. Direct Expense: \$35,000.00

v. Elections Budget

1. Direct Expense: \$4,500.00

vi. Supplemental Student Orgs

1. Direct Expense: \$1,000.00

vii. ASEWU Budget

1. Wages: \$349,751.00

2. Direct Expense: \$15,375.00

b. Intramural Sports [6 minutes]

i. Wages: \$68,795.00

ii. Direct Expense: \$49,000.00

c. EPIC [6 minutes]

i. Wages: \$120,640.00

ii. Direct Expense: \$152,000.00

9. Adjournment:

a. Send Arturo your schedules for next quarter!

b. Meeting adjourned at 3:35pm.

## Services and Activities Fee Committee Meeting Minutes

April 28th, 2020 @11:00 A.M.

1. Call to Order: 11:12 am

2. Introductions and Attendance

a. Present:

b. Arturo Diaz, ASEWU Finance Vice President (Chairman)

c. Samantha Armstrong, Student Accounting Office

d. Vanessa Delgado, Multicultural Center

e. Dennis Wilson, Student Financial Services

f. Judith Miller, Fiscal Specialist

g. Victoria Mahle- ASEWU Council Clerk

a. Not Present:

b. Reilly Responde, Student-at-large (Vice Chairman):

c. Ian Baisch, Student-at-large

d. Amy Morales, Student-at-large:

e. Judson Helland, Student-at-large

f. Morgan Doyle, Student-at-large

g. Kiana Baker, ASEWU President—Ex-Officio:

h. Rob Sauders, VP Student Affairs—Ex-Officio:

i. Toni Habegger, Chief Financial Officer—Ex-Officio:

j. Judith Miller, Fiscal Specialist

3. Approving Meeting Minutes

a. Approval of meeting minutes for March 3rd

i. The minutes could not be approved because they did not meet quorum

4. Update on budget

a. Arturo is working with Grace to figure out the ASEWU budget

b. Arturo has presentations scheduled and Sam suggested having a google spread sheet

c. They will have to cut leger one and two

d. There could be a 5-20% reduction, probably no more than 30%

e. 4% raise?

f. Orgsync is nice to have right now because of elections and for students

5. Zoom Etiquette

a. How do we want these meetings to look like?

i. Arturo suggested having everyone be muted when they come in

ii. Sam suggested using the raise hand when they have questions and use the yes, no button for voting.

iii. Sam also said if they use the chat then those are on records

6. Schedule

a. May 1st: Mike Campitelli- Intramural Sports

b. May 5th: Lynn Hickey – EWU Athletics

c. May 5th: Chris Hoppe – EPIC Adventures

d. May 8th: Stacey- SAIL, Eagle Entertainment, Eagle Sound

e. May 8th: Arturo- ASEWU and Student Orgs

f. ?? – Easterner

7. Review before the next week for our May 1st, 2020 meeting

a. Intramural Sports [6 minutes]

i. Wages: \$68,795.00

ii. Direct Expense: \$49,000.00

8. Adjournment: 11:57 am

## Services and Activities Fee Committee Meeting Minutes

May 1st, 2020 @11:00 A.M.

1. Call to Order: 11:03 am
  2. Introductions and Attendance
    - a. Arturo Diaz, ASEWU Finance Vice President (Chairman)
    - b. Amy Morales, Student-at-large
    - c. Morgan Doyle, Student-at-large
    - d. Vanessa Delgado, Multicultural Center
    - e. Dennis Wilson, Student Financial Services
    - f. Toni Habegger, Chief Financial Officer—Ex-Officio:
    - g. Judith Miller, Fiscal Specialist
    - h. Victoria Mahle, ASEWU Council Clerk
    - i. Travis Allen, Intramural Sports
    - j. Mike Campitelli, Intramural Sports
    - k. Josh Ashcroft, AVP Campus Life
    - l. Leah Hillbrand
    - m. Madison Kinder
    - n. Drew Lawson, The Easterner
    - o. Jeff Bunch, The Easterner
- Not Present:
- p. Reilly Responde, Student-at-large (Vice Chairman):
  - q. Ian Baisch, Student-at-large

- r. Judson Helland, Student-at-large
- s. Samantha Armstrong, Student Accounting Office
- t. Kiana Baker, ASEWU President—Ex-Officio:
- u. Rob Sauders, VP Student Affairs—Ex-Officio:

3. Approving Meeting Minutes:

- a. Approval of meeting minutes for March 3rd
- b. Approval of meeting minutes for April 28th
- i. These cannot be voted on because they did not meet quorum.

4. Update on budget:

- a. Toni shared her screen to everyone and showed them an excel sheet with numbers.
- b. She said she recalculated the numbers around fee increases (2%) and declined in enrollment (13%)
- c. She said they are closely monitoring enrollment and where they move.
  - i. She does not know if those numbers will go up or down but will stay in contact with Arturo about that
- d. Vanessa asked for more information about the percentage difference (2 and 4%??)
  - i. Toni said Washington approved for a 2% increase and there was conversation about enrollment going up by 2%. She can report that there is ongoing conversation about the percentage.
- e. Arturo asked if they went to the 4% increase how that would look like
  - i. Toni said she can calculate it and send it to him, and she did some work on it the other day.
  - ii. If the instruction increased fee's the annual tuition would be almost \$175,000? Or \$175?

f. Samantha Armstrong said the change would require a revote of the committee because they voted back in February with the 4%

g. Judith Miller asked if Toni could show the differences with the percentages

i. Toni said she can send those to Arturo. She said it was about \$95,000 difference???

h. Sam said the transportation fee committee would need to vote on the increase and asked if they should vote on that.

i. Toni said STA is not charging for rides, she said they need to work with them on their new contract, and said if contract's go up, they may need to look into things.

1. She said it was early to make a decision

i. Toni said they will have their presentation in the middle of May for the board and would need everything from Arturo around then.

## 5. Presentation

a. Intramural Sports:

i. Some background information from Mike:

-Over the last four years there have been 5,000 different students who participated in that time.

-The fall of 18' they spent around \$28,000?

-Majority of the participants are male

-about 60-70% of their budget goes to paying for employees

i. Q: Do you have any numbers for domestic students of color who participate?

a. He said they do not keep those numbers and it is just a snapshot of his observations.

ii. Q: How did the work study students differ from the students you pay with S&A?

a. Work study students they hire are typically: office workers, referees, and maybe first aid if they have that training.

iii. Questions from Mike:

- a. He asked what they saw the budget looking like come to fall quarter?
  - i. Toni said they will be talking about revised numbers for the S&A fee.
  - ii. She said they continue to see downward trends in so many different ways, especially with students attending EWU.
  - iii. She said they forecast a 13% decrease in enrollment.
1. Mike said this information was very helpful because he hasn't heard about the 13%
  - b. Easterner:
    - i. Jeff said this past year has been tough at the Easterner because of leadership changes and the change of how they distribute the paper
    - ii. Drew said they currently have 12 students on staff, they have meetings on Monday's and get their topics.
      1. They have 9 beats, which includes things that may be going on around campus, covid-19, local health impact, etc.
    - iii. Jeff said they gave \$10,000 back to S&A because of going online and not needing to print
    - iv. The Easterner pulled up a presentation to share with everyone:
      1. Jeff said the students have shown their commitment to the Easterner, especially during covid-19.
      2. They have an advertising department in the Easterner
      3. He said they had a cut already and that he is just asking for the same amount. He said they would probably come \$10,000 under the salary and benefits.
      4. Jeff said come to fall quarter they will need to work on the advertising side
        - a. Drew said he has learned a lot working there, with doing job interviews, making awkward phone calls, and he pointed out that when employees graduate, they get jobs in a field that is difficult to get hired.
      5. Jeff asked Drew about how diverse their staff is

a. Drew said at first it was not very diverse but now it is. He said there is a wide variety of perspectives with the staff at Easterner.

6. He said that he would like to reinstate training

7. They are requesting a zero-net budget and understand S&A is tight right now

8. They hope to go back to printing in fall and that may change how much money they are wanting.

v. Q: Sam asked what they are going to do with someone's departure

1. A: Jeff said ????? no firm outcomes?

vi. Q: Victoria asked how they plan to work with ASEWU and to put out press releases

1. A: Jess said they plan on changes emails and did not know they had a phone with a voicemail. He said he thinks they need to start a relationship with the new ASEWU as soon as they start or even try to reach out to the current ASEWU members.

vii. Q: Arturo asked if students are reading their stuff

1. A: Drew said yes because when they posted about graduation being cancelled, they have seen an increase with social media.

viii. Q: Arturo asked if they print during the summer

1. A: Jeff said no but about two employees work 1-2 weeks extra in the summer.

ix. Jeff asked if they knew timelines and Arturo said not really buy maybe late May

6. Schedule

a. May 5th: Lynn Hickey – EWU Athletics

b. May 5th: Chris Hoppe – EPIC Adventures

c. May 8th: Stacey- SAIL, Eagle Entertainment, Eagle Sound

d. May 8th: Arturo- ASEWU and Student Orgs

7. Adjournment: 1:04 pm

## Services and Activities Fee Committee Meeting Minutes

May 5th, 2020 @11:00 A.M.

1. Call to Order: 11:10
2. Introductions and Attendance
  - a. Arturo Diaz, ASEWU Finance Vice President (Chairman)
  - b. Reilly Responde, Student-at-large (Vice Chairman): absent
  - c. Ian Baisch, Student-at-large absent
  - d. Amy Morales, Student-at-large:
  - e. Judson Helland, Student-at-large absent
  - f. Morgan Doyle, Student-at-large
  - g. Samantha Armstrong, Student Accounting Office
  - h. Vanessa Delgado, Multicultural Center
  - i. Dennis Wilson, Student Financial Services
  - j. Kiana Baker, ASEWU President—Ex-Officio: absent
  - k. Rob Sauders, VP Student Affairs—Ex-Officio: absent
  - l. Toni Habegger, Chief Financial Officer—Ex-Officio: absent
  - m. Judith Miller, Fiscal Specialist
  - n. Victoria Mahle- ASEWU Council Clerk
3. Approving Meeting Minutes
  - a. Approval of meeting minutes for March 3rd
    - i. No quorum
  - b. Approval of meeting minutes for April 28th

i. No quorum

4. Voting on Percentage Increase

5. Presentation

a. May 5th: Lynn Hickey – EWU Athletics

i. Talks about the importance of diversity and students

ii. How it attracts students to the university and how they have students that accomplish many things

iii. Talks about budget wise how they are thinking about going down to the minimum

iv. Athletics is waiting for guidance from the NCAA

b. May 5th: Chris Hoppe – EPIC Adventures

i. Talks about how S&A subsidizes travel for students to make it affordable

ii. Explain what they are doing during this time frame that COVID-19 halted some of their normal operations I.e. online webinar and challenges

iii. They hope to be able to buy more gear that can accommodate more body sizes

iv. They do group rates when purchasing things so they can get stays at cabins cheaper

v. Always looking for ways to be more accommodating for student to go to trips, whether is bringing sleeping bags so they won't have to share beds or sleep away cots and tents

6. Schedule

a. May 8th: Stacey- SAIL, Eagle Entertainment, Eagle Sound

b. May 8th: Arturo- ASEWU and Student Orgs

7. Adjournment:

8. Meeting adjourned at 12:47

## Services and Activities Fee Committee Meeting Minutes

May 8th, 2020 @11:00 A.M.

1. Call to Order: 11:04
2. Introductions and Attendance
  - a. Arturo Diaz, ASEWU Finance Vice President (Chairman)
  - b. Reilly Responde, Student-at-large (Vice Chairman): absent
  - c. Ian Baisch, Student-at-large: absent
  - d. Amy Morales, Student-at-large:
  - e. Judson Helland, Student-at-large: absent
  - f. Morgan Doyle, Student-at-large
  - g. Samantha Armstrong, Student Accounting Office: late (11:42)
  - h. Vanessa Delgado, Multicultural Center
  - i. Dennis Wilson, Student Financial Services
  - j. Kiana Baker, ASEWU President—Ex-Officio: absent
  - k. Rob Sauders, VP Student Affairs—Ex-Officio: absent
  - l. Toni Habegger, Chief Financial Officer—Ex-Officio: absent
  - m. Judith Miller, Fiscal Specialist
  - n. Kelsie Coffell- ASEWU Council Clerk

Guests:

Angela Merici-Vakauta

Stacey Reece

Dillan Deffinbaugh

Christina Sosa Lara

Connor Attridge

### 3. Approving Meeting Minutes

a. Approval of meeting minutes for March 3rd

b. Approval of meeting minutes for April 28th

### 4. Voting on Percentage Increase

### 5. Presentation

a. May 8th: Stacey and Dillan- SAIL, Eagle Entertainment, Eagle Sound

i. Host events for students, oversee Greek Life and provide chapter development, Eaglesync (transitioning to new platform with help of student employees)

ii. Key partnerships with ASEWU, Multicultural Center, Pride Center, CAPS, OCE, Sustainability, Housing and Residential Life, VRC, URC, “countless” student and community organizations

iii. Mental health goal, diversity and inclusion programming. Drag show is huge, long-standing tradition

iv. EE: 5895 event attendees between fall and winter quarter. (3785 F, 2110 W) Up All Night Events tripled turnout of previous Up All Night events

v. They usually have a spring leadership series. Their F & W leadership events had 537 total attendees

vi. 78 events produced by Eaglesound, 881 student employment hours. Students learning a lot of technical skills in this job

vii. Neighbor Fest: up to 100 orgs sign up, provide fairs like this for orgs to get out there

viii. Provide opportunities for student orgs to develop

ix. SAIL holds 3-4 events on Spokane campus per quarter, connecting also with WSU

x. Focused on student engagement—education and social

xi. Questions: Arturo asks about EE and SAIL asking for money for the same things?

Answer: for example, when things like Homecoming come around, SAIL and EE are focusing on different things during that week. EE might be doing traditional games or team aspects; SAIL might be purchasing t-shirts, supporting the bonfire and bedraces, also talking about bringing back the royalty pageant and parade and rebuilding traditions. Of course, things are going to look different this year due to COVID-19.

xii. Question: with fall quarter being planned online, are you planning on asking for the same amount of money or what adjustments are being made with staffing and events?

Answer: this is rolling out over phases. The hope is to rehire the same amount of EE employees to go back to normal. They want to get a collaborative team back because having just two people, like they do now, is a lot to put on two students. Hoping to get back to normal as plan A, but plan B is virtual programming.

They're testing out a lot of events right now to see what works with the intention of incorporating virtual events in the future when they are allowed to have in-person events as well

xiii. Question: are you planning the same number of employees for SAIL?

Answer: no, and they're reducing operations as well

xiv. Question: how much money could you lose exactly?

Answer: for SAIL, taking a \$30-40,000 cut in operations is still doable but they will have to make some decisions from there. The same goes for EE, they could also take a \$30-40,000 cut. Stacey would like to at least be

able to fund 6 students at 19 hours a week. Eagle Sound's equipment is also very expensive.

xv. Question: Arturo asks if Eagle Sound could request money from tech fee?

Answer: yes they've gotten a soundboard through tech fee before

b. May 8th: Arturo and Connor- ASEWU and Student Orgs

i. ASEWU budget

ii. Council budget: \$35,000

iii. Executive budget: \$25,000 legal aid clinic, \$7,000 training and t-shirt, \$19,000 travel. Cut the \$25,000 legal aid, talked about not doing the camping trip. Total \$26,000

iv. Legislative budget: \$20,000. WSA \$11,000, Lobby Day \$5,000, Events \$4,000. Considering leaving the WSA because the benefits don't seem to be there for smaller universities like ours. New total of \$9,000.

v. Elections budget: \$4,500.

vi. Court budget: \$1,000.

vii. Clubs and Orgs budget—supplemental budget and annual budget. \$50,000 annual, \$30,000 supplemental

viii. Eliminating two positions, the elections clerks, use work study students, bylaw changes: reduced executive positions' salaries, save \$30,000, \$164,316 ASEWU student wages

ix. Can guarantee cut of \$77,090. Will try to guarantee a cut of \$113,551.

x. Question: If we reduced the fee by 2.5%, what would that look like? Sam is thinking that enrollment will be even lower after the announcement of going online. Sam suggests basing it off of an enrollment estimate of 8000 instead of 8600. Goes to 3.9 mil instead of 4.2. 4.2 is still lower than we were given. Sam got this number from going between the estimated 3.9 and 4.5. Worst case scenario is probably 7500, but we'll probably land above 8000 students. We also stopped most of spring spending so we'll probably be pulling back more than we anticipated

xi. In case we come in higher, put in some words that says that next year's committee can distribute those funds. Everyone agrees. So do middle of the road/bare bones, be fiscally responsible and allow next year's committee to make different decisions if there is more money than we planned for in worst case scenario

xii. More cuts that AS can make? Reduce event funding due to online, being even more judicious with spending, have AS not put on the kind of events they're putting on and allowing EE and SAIL to do them instead or

collaborating with EE/SAIL or other orgs on campus like the Multicultural Center, CAPS, etc.

c. S&A fee increase

- i. We can have the discussion today but we cannot vote due to not having student quorum
- ii. S&A already voted on increasing it by the max of 4%
- iii. Board is rejecting this decision?
- iv. The risk of 4% is that we still have to do so many cuts anyway and the students are having their fee increased for what's going to look like nothing to them
- v. Sam suggests putting in writing to next year's committee that they revisit the cuts we had to make to diversity and inclusion, and whatever else was important to us, first
- vi. We need to revote to approve 2.5%

## 6. Schedule

- a. Please have final numbers on the spread sheet by Monday May 11th
- b. Arturo will text Reilly, Judson, and Ian that, if he doesn't hear from them by Monday, he will be replacing them so we can get voting on things.
- c. Appointing Angela as planned and also appointing Victoria because she's been here all quarter taking minutes and Kelsie is also free to take minutes.
- d. Making decisions next week

## 7. Adjournment: 12:57

## Services and Activities Fee Committee Meeting Minutes

May 12th, 2020 @11:00 A.M.

1. Call to Order:
2. Meeting started at 11:20
3. Introductions and Attendance
  - a. Arturo Diaz, ASEWU Finance Vice President (Chairman)
  - b. Reilly Responte, Student-at-large (Vice Chairman):
  - c. Ian Baisch, Student-at-large
  - d. Amy Morales, Student-at-large:
  - e. Judson Helland, Student-at-large
  - f. Morgan Doyle, Student-at-large
  - g. Samantha Armstrong, Student Accounting Office
  - h. Vanessa Delgado, Multicultural Center
  - i. Dennis Wilson, Student Financial Services
  - j. Kiana Baker, ASEWU President—Ex-Officio:
  - k. Rob Sauders, VP Student Affairs—Ex-Officio:
  - l. Toni Habegger, Chief Financial Officer—Ex-Officio:
  - m. Judith Miller, Fiscal Specialist
  - n. Kelsie Coffell- ASEWU Council Clerk
  - o. Angela-Merici Vakauta- Guest
4. Approving Meeting Minutes
  - a. Approval of meeting minutes for March 3rd

- i. Discussion about the meeting minutes and what we can do better
- ii. Changing wording to more accurately reflect what was said
- iii. Reilly Motion to pass agenda with said changes

Second by Amy

8-0-0

#### 5. Voting on Percentage Increase

- a. Morgan motioned to increase the percentage to 2.5% seconded by Reilly

Motion passes 8-0-0

#### 6. Adjournment:

Meeting adjourned at 11:43

## Services and Activities Fee Committee Meeting Agenda

May 22, 2020 @11:00 A.M.

1. Call to Order: 11:12 am
2. Introductions and Attendance:
  - a. Arturo Diaz, ASEWU Finance Vice President (Chairman)
  - b. Reilly Responde, Student-at-large (Vice Chairman):
  - c. Amy Morales, Student-at-large:
  - d. Angela-Merici Vakauta , Student-at-large
  - e. Morgan Doyle, Student-at-large
  - f. Samantha Armstrong, Student Accounting Office
  - g. Vanessa Delgado, Multicultural Center
  - h. Dennis Wilson, Student Financial Services
  - i. Judith Miller, Fiscal Specialist
  - j. Victoria Mahle - ASEWU Council Clerk

Not Present:

Ian Baisch, Student-at-large

Kiana Baker, ASEWU President—Ex-Officio:

Rob Sauders, VP Student Affairs—Ex-Officio:

Toni Habegger, Chief Financial Officer—Ex-Officio:

3. Meeting minutes:
  - a. Approval of meeting minutes for April 28:
    - i. Vanessa made a motion to approve the minutes and it was seconded by Angela

ii. Motion passes

b. Approval of meeting minutes for May 1:

i. Vanessa made a motion to approve the minutes with said changes and it was seconded by Dennis

ii. Motion passes

c. Approval of meeting minutes for May 5:

i. Vanessa made a motion to approve the minutes and it was seconded by Amy

ii. Motion passes

d. Approval of meeting minutes for May 8:

i. Reilly made a motion to approve the minutes and it was seconded by Amy

ii. Motion passes

e. Approval of meeting minutes for May 12:

i. Vanessa made a motion to approve the minutes and it was seconded by Angela

ii. Motion passes

f. Approval of meeting minutes for May 15:

i. Sam made a motion to approve the minutes and it was seconded by Morgan

ii. Motion passes

g. Approval of meeting minutes for May 19:

i. Dennis made a motion to approve the minutes and it was seconded by Morgan

ii. Motion passes

4. Committee Allocations:

a. Final Approval to changes:

i. Angela asked a clarifying question: asked what the dash marks were

1. They are to indicate that they did not get any money allocated

ii. There would be about \$13,000 in supplemental

iii. Arturo went through each organization to color code which organizations should come back to get supplemental first. This was determined by who did not receive supplemental??

1. NASA

2. Art Gallery

3. School of Global Learning

4. Women & Gender Studies

iv. People who can stay on the committee next year:

1. Reilly

2. Angela

v. They all talked about filling the committee before next week so they can start in September and do stuff over the summer if need be.

b. Final vote: Dennis made a motion to approve the overall budget and it was seconded by Amy

c. Motion passes

\*The final numbers will be going to the board to be reviewed

5. Adjournment: 12:21 pm