

SUFAC
Meeting Minutes for November 29, 2012

I. Call to Order

SUFAC Chair Matt Balson called the meeting to order at 5:20pm.

II. Roll Call

a. **Members Present:** Matt Balson, Kimberly Dawson, SGA Exec., Bea Yang-OFO, Kyle Zellner, Trevor Fuller, Jeff Huebner, Shawn Brown, Katie Simson, Joshua Shope, Megan Leonard, Reed Heintzkill, Brianna Mollberg.

III. Recognition of Guests: Darius Johnson-BSU, Kinyada Watts-BSU, Chuck Rybak-Faculty Advisor for Sheepshead Review, Kelsey DuQuaine-Sheepshead Review, Hatsoho Iwamoto-International Club, Luan Nguyen-International Club, Anna Gribova-PEAC, Melissa Kiela-PEAC, Paja Yang-SASU, Dou Chang-SASU, Lindy Vang-SASU, PaHoua Yang-SASU, Kong Moua-SASU, Lee Van-SASU, Nhia Lor-SASU, Pangchia Yang-SASU, Maikia Moua-SASU, Katie Thor-SASU, Cheng Vang-SASU.

IV. Approval of Agenda and Minutes: Matt entertained a motion to approve the agenda. Jeff motioned. Kyle seconded. Megan called the question. Josh acclimated.

Matt entertained a motion to approve the minutes from Nov. 15, 2012, Jeff motioned. Kyle seconded. Megan called the question. Josh acclimated.

V. Reports

- a. **OFO:** Contingency is \$30,503.72 and small organization start up is \$1,300.00.
- b. **Senate:** None
- c. **SGA Exec:** We are looking at a proposal for an ice rink that was started last year, but didn't happen because of weather. We would like to try it again this year if the weather cooperates, so we will reallocate money for the ice rink or come in on contingency.
- d. **Vice Chair:** I held interviews this week for vice chair and Shawn brown will be vice chair for next year.
- e. **Chair:** Tonight we are starting org budgets. Once the org budgets are done for tonight, Kelly will talk to us about the segregated fee projection.

VI. Discussion Items:

a. SASU

SASU is requesting \$100 in general office supplies, \$100 for photocopying, and \$350 for duplicating (Digicopy). The total S&E cost is \$550. We are requesting \$100 for Capital Item 1, Asian Month: SASU Cultural Night. The

requested money will be used on decorations and props for the event. Capital item 2 is a Hmong Story Cloth Workshop which will cost \$200. We are requesting \$100 for Capital Item 3, Halloween Decorations. And finally Capital Item 4 is Asian Literature for \$100. We want to buy books to educate students about the Asian cultures through folklore. The total Capital Item expense is \$500 making the total Committed Expense \$1,050.00. We have no salaries or honorariums. Under Contractual we are asking for \$500 for a DJ for the Halloween Dance. This will be SASU's 23rd Annual Halloween Dance. We are also requesting \$3,000 for a speaker, The Asia Project. And finally we are requesting \$500 for a film, Hunted like Animals. This brings the total Contractual expense to \$4,000.00. We are requesting \$150 for food for the Halloween Dance for refreshments. We would also like \$500 for food for SASU Cultural night which includes eggrolls, tapioca, and refreshments. The third thing we are asking money for is Pho Night for \$300. Pho is a popular dish in all Asian cultures and the money will be used to bring in this traditional dish that is consumed in various Asian cultures. Our fourth food request is \$150 for SASU Kick-Off Meeting (Fall/Spring). The total food expense is \$1,100.00. Our first travel request is for \$2705.23 for 21 students to go to the MAASU Leadership Retreat for 2 nights. We will need 5 rooms and the cost per room per night is \$140 bringing total lodging to \$1,400. We will need 3 motorpool vehicles to go 895 miles round trip, so the total transportation cost is \$1,187.70. Our org contribution will be \$1,352.57 and SUFAC contribution will be \$2,705.13. Our second trip request is the MAASU Spring Conference in Urbana, IL. The cost for this trip is \$2, 616.93 for 21 students to go on this trip. We will be staying for 2 nights in 5 rooms at \$140 per room; total lodging will be \$1,400. We will be traveling 790 miles round trip and we will need 3 motorpool vehicles. The total transportation cost is \$1055.40 and the SUFAC contribution will be \$2,616.93. And the third trip is the Festival of Nations in Saint Paul, MN. We are requesting \$1,550.13 for 21 students to go on this trip. We will again need 5 rooms for 2 nights at \$140 per room for a total lodging cost of \$1,400. We will travel 520 miles and need 3 vehicles for a total of

\$715. Our org contribution will be \$775.07 and SUFAC contribution will be \$1,550.13. Total Travel Expense is \$6,872.20. Total segregated fee allocation for SASU is \$13,022.20.

Questions: Kim said this is the time to ask questions to the student organizations. We won't be looking at this budget again until D-day so this is the day to ask questions and write answers down. Jeff asked where SASU plans to house the books. We have a storage room. Reed asked how much literature they can buy. We will be able to buy several books. Trevor asked how SASU came up with the numbers of students traveling for trips. We based our numbers off what we had in the past. Heba asked why the expected non-student attendance for the Halloween Dance is so high. It is a community outreach program. Heba asked if they put on Program #2 before. Yes, we have had comedians and magicians come but we thought it would be nice to bring this speaker in. Grant gave us the price for the speaker. This is what it would be if we didn't partner up with GTP. GTP booked him for a cheaper price because he was also performing at schools close to UWGB, which lowered the price. Trevor asked why they chose this speaker. We have had past members and students go see him and they got a strong and powerful message from him. They came out viewing the world in a different way. Heba asked where the org contribution for the trips comes from. The egg roll sales and members pay around \$25-\$30. Katie asked why they need \$500 for the film under contractual. The copyright fees. Matt said if contractual exceeds \$1,000 you need to charge non-students who come to the event. Matt asked SASU to justify spending \$3,000 on one speaker. That is the price we got from Grant. We are hoping we can get him for a block price if he books with other schools nearby, but we are hoping to maybe partner up with other orgs. The speaker has a way of tugging at heart strings and has a lot of personal stories that students can relate to. He brought a diverse population to the show and many students couldn't make it but wanted to. We wanted to bring him back in case students couldn't see him the first time. Reed asked if they contacted other schools. No. Reed said they should contact other schools and ask if they are going to book the speaker. Heba

asked when Asian month is. It is in May but we celebrate in April because the students leave in May. Trevor asked when the speaker was here last. We believe in the spring of 2012. Kim asked how they came up with \$350 from Digicopy. We usually print 70 posters to go in the residence halls and we put them up other places as well. It is around the same amount every year.

b. BSU

For Supplies and Expense we are asking \$100. This includes \$75 for general office supplies, \$5 for photocopying, and \$20 for duplicating. Under Capital items, we are requesting \$200 for Org Smorg to recruit members. The total committed request is \$300. We don't have any salaries or honorariums. Under Contractual we are asking for \$500 for program 1, the Kwanzaa speaker. We expect 75 students to attend. We are also requesting \$500 for the Soul Food Dinner, program 2 and \$3,000 for the Amslc Conference speaker, program 3. The total Contractual is \$4,000. Under Food we are asking for \$300 for Fall/Spring Recruitment Meetings, \$250 for food during the Kwanzaa Speaker, and \$2,000 for food during the Soul Food Dinner. This brings the total cost for Food to \$2,550. Our first trip request is to the National Black Student Union Conference. We would like 26 students to go for 3 days and we will be traveling there by bus. The cost for the bus will be \$2,000 and we will be traveling 440 miles round trip. We also need 8 rooms and the cost per room per night is \$99.89, bringing the total lodging expense to \$1,598.24. The cost for registration is \$200 per student, so the total registration is \$5,200. The total Travel request is \$5,985.76. The org contribution for trips will be \$2,992.88 and the total allocation is \$12,585.76.

Questions: Jeff asked what they will use the Org Smorg promo money for. Fliers and handouts. Shawn asked where the trip is going to be. Lincolnshire, IL. Heba asked if \$500 was the cost for the Kwanzaa speaker. Yes, we are not doing it with other schools. Matt asked where the speaker was going to be talking. KI Center.

Matt asked why it's held at the KI Center. It is cheaper to have the speaker talk there. Kim asked what the Conference Speaker in program 3 is. Heba said it's to pay for the speaker that is coming to the conference. Heba asked how many students are expected to come from other schools. We don't know at this time. Matt said because it's over \$1000 non students have to pay. Reed asked how the conference we recently approved was. It was good. Reed asked how many students went. We had 19 students go because we got the money for the extra students. Trevor asked who the speaker was. Our advisor recommended him. Kim asked if the speaker under contractual is for the Soul Food Dinner. Yes. Matt asked to justify spending \$3,000 for a speaker. It was a suggestion by our advisor so we will have to talk to him. Shawn said its \$76 per person per day for the trip. Shawn asked why the trip is important. We get together with other BSU's. It's a way to network and get to know other people. We can bounce ideas off each other and it's a way to make our BSU org stronger. Kim asked why the number of students for the trip is 26. Because the org is growing.

c. Sheepshead Review

Sheepshead review is our campus arts journal. We print fiction, poetry, nonfiction, and visual arts. We are internationally distributed. We have alumni that get published all the time. It's a full color journal and we are able to try cool things with it. Under Committed we are requesting the same as last year, \$11,863 .62. We would like \$672.42 for general office supplies, \$400 for postage, which is used to send the journals out, and \$200 for duplicating. Duplicating posters through Digicopy gives our students experience. The total S&E cost is 1,272.42. We are also asking for \$4,845.15 for the Fall 2013 issue and \$5,746.05 for the Spring 2014 issue. Total Capital expenses are \$10,591.20. For printing our issue we chose the cheapest bid. We would like 1,000 copies of both the spring and fall issue. The spring issue is larger and more expensive because we tend to do specialized sections. The fall semester is just the regular four sections. We do expect some revenue because we send issues out to coffee

shops and bookstores and we have sold a few in the past. Our total allocation is \$11,863.62.

Questions: Kim asked how many issues they ordered this year compared to last year. We ordered 1500 before and scaled back to 1000 now. We still have some old issues left as well if people want to see those. Briana asked what students think of it. Students are impressed with it. Our journals look cool and we can do unique things with it. People appreciate these journals when they know what it is. Heb asked how they advertise. We put up posters around campus, we write on the white boards in classrooms and have students talk in classes. We are trying to utilize Facebook and Twitter. Kim asked about how many students contribute to it. It is a pretty significant number. Of the students that submit, about 60-70% get in the journal.

d. International Club

The mission statement of International Club is to educate students about different cultures throughout the world. We are not requesting any money for Committed or Contractual. Under Food we are requesting \$5,000 for the International Dinner, \$500 for Dinner for a Cause, \$300 for a fall semester good-bye reception, and \$300 for a spring semester good-bye reception. The total Food request is \$6,100. Under Travel, our first trip request is to go to Door County. We would like 14 students to go for 3 days, 2 nights, stay in 4 rooms and we need 2 motorpool vehicles; the cost per vehicle is \$60. Registration is \$540 and the cost per room per night is \$150 bringing the total lodging to \$1,200. The round trip mileage is 300 miles. The org contribution is \$702, so the total cost of trip 1 is \$1,404. Trip 2 is the Chicago Trip. We would like 14 students to go to Chicago for 2 nights and we need 4 rooms. The cost per room per night is \$150 so total lodging is \$1,200. We need 2 motor pool vehicles to travel 450 miles round trip at a \$60 rental cost per vehicle and \$0.41 cost per mile per vehicle making the total transportation cost \$489. Org contribution is \$773 so the total SUFAC contribution is \$1,546. Trip 3 is Green Bay Fear-

Haunted House. This is during Halloween and it is a way for international students to experience an American holiday because they normally don't get to. We would like 25 students to go on this trip and the total registration is \$875. We need 1 bus which costs \$200. The org contribution for this trip is \$358.33 and the SUFAC contribution is \$716.67. Trip 4 is a Door County Trip. We want 20 students to attend and we need 1 bus to take us there which would cost \$250. Total SUFAC contribution for this trip is \$233.33. Trip 5 is Cosmic Bowling. We would like 14 students to go and we want to take 1 bus which costs \$400. The cost per students is \$10, so total cost for students is \$140. Our org contribution will be \$113.33 and SUFAC contribution will be \$226.67. Trip 6 is a field trip to Lambeau Field. We would like 10 students to attend this trip and we will need a bus. The cost per student is \$20, so total student cost will be \$200. Our org will contribute \$133.33 and SUFAC will contribute \$266.67. Trip 7 is to the Milwaukee Zoo. This is a fun trip for international students and they are able to visit the zoo in Milwaukee. We planned for 10 students to go at \$10 per student for a total of \$100 with a group entrance registration of \$100 bringing total registration to \$200. We will need 1 motorpool vehicle to travel 260 miles, so total transportation will be \$166.60. Our org contribution is \$122.20 and SUFAC contribution is \$244.40. Trip 8 is to the Neville Museum. We will need 1 bus to travel which will cost \$120 and the cost per student is \$5. The org contribution is \$56.67 and SUFAC contribution is \$113.33. Trip 9 is to the Botanical Garden's Light Festival. 10 students will go on this trip and it will cost \$10 per student. No motorpool will be needed. Our org contribution will be \$33.33 and SUFAC contribution will be \$66.67. The last trip, trip 10, is to the Chicago Science Museum. We would like 20 students to go on this trip at a cost of \$15 per student for a total student cost of \$300. No motorpool will be needed. Our org contribution will be \$100 and the SUFAC contribution will be \$200. The total allocation for trips is \$5,017.73 and the total allocation for the budget is \$11,117.73.

Questions: Heba asked why attendance is so different for all the trips. Some events had many students wanting to go but other events didn't have a great turnout. Shawn said he thought we didn't fund "goodbye" food. Matt said our guidelines say we fund either welcome or goodbye food, but not both. Reed said renting a bus to go to Lambeau is absurd, why not get motorpool? You need to be a licensed driver to drive motorpool vehicles and we don't always have one since we are international students. Some events we expect non international students to attend so they can drive on those occasions. Matt asked why they are charging students to attend in program 1. This has happens year after year and it is to lower the cost of the event. Matt said it's not really a fundraiser so it's almost like charging students twice. We are charging in case SUFAC doesn't give our org enough money. Trevor asked where the revenue has gone to. To buy food and organize events like music and dance.

e. PEAC

Last year we got the UWGB outstanding org award. Under Committed we are asking for \$100 in S&E for duplicating. We would also like \$800 for capital items which includes \$200 for Org Smorg promo items and \$200 for Earth Week/Garden Parade Events. During Earth week we have green events and go out in the community to promote being green. We are going to be in a parade and would like materials for it. We would like \$400 for Global Youth Service Day where we work with sixth graders and plant trees with them. And we are requesting \$600 for a Water Tent Event both semesters. Under contractual we would like \$1,800 for Earth Week Events. Earth Week is the biggest event we have. We have an earth week picnic and bring in a band. We also want to do more events throughout the week. We would like to work with other orgs on this event. We also want \$500 for Food Day. This past fall was the second annual Food Day. We would like to bring in a speaker for this event. This was a huge event on campus for both students and the community. We would also like \$1,600

for Recycle Mania/Up cycling Event. The Sustainability Committee heads this and we want to involve students through crafts and up cycling and bring in a speaker. We also want to teach students better ways for waste management and we would like to increase our rates of recycling. We would like \$1,500 for 350 Awareness/Climate change. 350 Awareness is a worldwide event. In Green Bay we have poor air quality so we want to bring in a speaker to talk about climate change. We want to work with the Mauthe Center and have films or a smaller speaker. And finally we would like \$1,500 for a Panel Discussion: Water resources. Our water is pretty filthy and we want to let people know about that. The total contractual expense is \$6,900. Under Food we will need \$900 for the Earth Week Picnic. We go through food really fast and want people to stay around the picnic longer so we want more food to make it last and we want to feed more people. We would like \$500 for Food Day. We want to have more organic, local food for this event. Food day was very large and a huge success this semester. Food day is all about bringing sustainable, affordable food to people. We would like \$50 for recruitment and \$100 for snacks during our meetings. The total food expense is \$1,550. Trip 1 under Travel is for the MREA: Energy Fair in Custer, WI. This is the biggest sustainable conference in the region. It's a good way to find speakers to bring to campus and for our members to learn about what's going on in the state. We would like 15 students attend and to stay there for 2 nights. We will need 4 rooms at a cost of \$20 per room bringing the total lodging to \$80. We will need 3 motorpool vehicles and we will be traveling 202 miles round trip for a total transportation cost of \$464.22. Our org will contribute \$356.41 and SUFAC will contribute \$712.81. Trip 2 is the Sustainability Summit in Milwaukee, WI. This summit is free to students but we need to get down there. We will need 3 motorpool vehicles and we will travel 232 miles round trip. The total transportation cost is \$497.52 and SUFAC will contribute \$331.68. Trip 3 is Growing Power in Milwaukee, WI. We would like 15 students to go and the cost is

\$10 per student for a total of \$150. We will not be staying overnight but will need 3 motorpool vehicles. We will travel 275 miles round trip so our total transportation cost will be \$485.25. Our org will contribute \$211.75 and SUFAC will contribute \$423.50. A lot of members and students showed interest in going to this. The total cost for trips is \$1,467.99 and total allocation for our org is \$10,817.99.

Questions: Kim asked if they already had all their contractual programs this year. No, we haven't had all of them yet. Kim asked about Recycle Mania. The money is for a speaker and crafts. We work with the Sustainability Committee on this event. Kim asked where the numbers came from for Programs 3,4, and 5. It was a rough estimate. We want to keep increasing our numbers and we based them off this past year. We expect more students to be interested in different events. Reed said as a point of information, they work really well with other orgs to coordinate these events. Kim asked if they talked about combining motor pool with other orgs that go on trips. We probably could but haven't talked about it. It is something we will consider when the time comes. Kim asked if capital item 3 is held on campus every year. No, it's throughout the community, but we did have it on campus last year. If the event is planting trees or something like that we want to have it on campus. Matt asked if the money is used to purchase the tree. Yes, the tree and mulch and things like that. Trevor asked where they were planted. Last year it was Residence life, but it is wherever they need or want it. We just planted flowers in the new garden.

Recess for 5 minutes.

VII. Review of Auxiliary Presentations

Matt entertained a motion to enter committee of the whole for 20 minutes. Jeff motioned. Kim seconded. Shawn called the question. Josh acclimated.

Entered committee of the whole at 7:00pm.

Kelly Franz discussed the segregated fee collection and five year projection with the board.

Kim motioned to extend committee of the whole for 10 minutes. Jeff seconded. Megan called the question. Josh acclimated.

Committee of the whole extended at 7:20pm.

The board discussed auxiliary budgets.

Kim motioned to extend committee of the whole for 30 minutes. Jeff seconded. Shawn called the question. Josh acclimated.

Committee of the whole extended at 7:30pm

The board discussed auxiliary budgets.

Jeff motioned to extend committee of the whole for 30 minutes. Shawn seconded. Kim called the question. Josh acclimated.

Committee of the whole extended at 8:00pm.

The board discussed auxiliary budgets.

Jeff motioned to extend committee of the whole for 15 minutes. Kim seconded. Shawn called the question. Josh acclimated.

Committee of the whole extended at 8:30pm.

The board discussed auxiliary budgets.

Jeff motioned to exit committee of the whole. Shawn seconded. Josh called the question. Kim acclimated

Exited at 8:43pm.

Matt entertained a motion to approve the Health and Counseling budget in full for \$590,800. Shawn motioned. Jeff seconded. Kim called the question. Voice vote. Health and counseling budget passed unanimously.

Matt entertained a motion to approve Student Life budget in full for \$782,000. Jeff motioned. Shawn seconded. Kim called the question. Voice vote. Student Life budget passed unanimously.

Matt entertained a motion to approve Athletics budget in full for \$1,304,495. Jeff motioned. Shawn seconded. Trevor called the question. Roll call vote. Athletics budget failed 2-5-1.

Matt entertained a motion to approve Athletics for what they received in 2014-2015, \$1,242,376. Jeff motioned. Kim seconded. Shawn called the question. Roll call vote. Tied 4-4-0.
Athletics budget passed due to Chair breaking the tie.

Matt entertained a motion to approve the Intramurals budget in full for \$550,522. Jeff motioned. Trevor seconded. Kim called the question. Voice vote. Intramurals budget passed unanimously.

Matt entertained a motion to approve the Kress Facilities budget in full for \$336,000. Jeff motioned. Shawn seconded. Kim called the question. Voice vote. Kress Facilities budget passed unanimously.

Matt entertained a motion to approve the Dean of Students budget in full for \$31,222. Jeff motioned. Shawn seconded. Kim called the question. Voice vote. Dean of Students budget passed with one abstention.

Matt entertained a motion to approve the Union budget in full for \$1,295,498. Jeff motioned. Shawn seconded. Kim called the question. Voice vote. Union budget passed unanimously.

Matt entertained a motion to approve OLA's Travel request for \$2,132.55. Jeff motioned. Trevor seconded. Kim asked Jeff to friendly the new allocation to \$1,284.33. Jeff accepted the friendly. Kim called the question.

Discussion: Shawn said this trip is \$48 per person per day. Kim said they already have 10 students attending and they wanted 11 more students to go. Matt said as a point of information, we can partially fund. Kim said the new SUFAC total will be \$1,284.33 if we only approve for 6 students to go. Shawn said the new amount is \$53 per person per day.

Roll call vote. OLA Trip request for \$1,284.33 passed 7-0-2.

VIII. Announcements: Kim asked if anyone had a food allergy because we will have food at the next meeting. Rebecca said she did. Kim said to email any food suggestions.

IX. Adjournment: Matt entertained a motion to adjourn the meeting. Shawn motioned. Jeff seconded. Josh called the question. Kim acclimated. Meeting adjourned at 9:08pm

Respectfully submitted by:
Lindsay Krapfl
SUFAC Administrative Assistant