

**SUFAC Minutes
December 3, 2015**

I. Call to Order

SUFAC Chair Eric Kissinger called the meeting to order at 5:15 pm.

II. Roll Call

- a. **Members Present:** Eric Kissinger, Allison LeMahieu, John Landrum, Lea Truttman (OFO), Milton Byers, Erica Kuehn, Noelle Poppe, Samuel Welhouse, Reed Heintzkill, Hannah Stepp, Thomas Gentilini, Nathan Rousseau, Janae Due, Gretchen Klefstad, Nik Austin, Penghan Yi
- b. **Absent:** Marc Minani

III. Recognition of Guests:

Childcare alliance: Alison Staudinger

Sheepshead Review: Taylor Navis, Roberto Rodriquez

SGA: Hannah Stepp

Ski and Snowboard Club: Eric Phillips

Phlash TV: William Becker, Bryan Konicek

Fourth Estate: Chris Barry

IV. Approval of Agenda: Eric entertained a motion to approve the agenda. Reed Motioned. Nathan Seconded. Voice Vote. Agenda passed.

V. Reports

- a. **OFO:** Committed funds amounts to \$31,664.53 and org start up are \$1453.37.
- b. **Liaison:** Packer tailgate is tonight.
- c. **Senate:** N/A
- d. **SGA Exec:** SGA is done with our office hours in preparation for finals. My exec chair and I are meeting to discuss SIS. We are going to host a mixer with AIC and Pride Center. Everyone is welcome. We will hear back about RHA is willing to contribute to the UWGB app soon.
- e. **Vice Chair:** We approved Round River Alliance and Psi Chi reallocations. I'm excited for the student org budgets.
- f. **Chair:** This is the last meeting of the semester and over break we will be rewriting org start-up and the EZ budget forms. Those changes will go into effect by February 1st.

VI. New Business

a. **Ski & Snowboard Travel Request**

This January 2nd through the 24th we are planning a trip to the Indianhead ski resort. It is a combined lodging and ski fee, which totals \$130 per student for two nights and eight rooms. It is a 440 miles round-trip. We would like to cover at least a third of the cost.

Questions/Comments:

- Eric asked how many people are currently signed up? There are 18 people signed up before putting up posters and sending out e-mails.
- Eric commented that they fit the guidelines.

VII. Discussion Items

a. Projected SUF-Dick Anderson

b. Childcare presentation—Alison Staudinger

This is an umbrella alliance that includes faculty, staff, and students. We are collecting names of people that want more information, which is what the green diaper pins are raising awareness for to support their fellow students that are parents. We are also trying to encourage parents in the community to enroll. We are doing a video project where people are going to do quick clips that are going to be shared on our website and on social media. Students will share their experiences to educate people about the issue. There are not only single mothers but men as well. We are going to use our Facebook more aggressively. Tanya will be our spring intern that will work on social media and research. We want to get evidence and numbers before we make our recommendation with what to do with the money. They are looking at a 5-year plan similar to what NWTC does. We are hoping to get a second intern, specifically a senior that can show off their research skills. We have one more meeting on the 10th and anyone is welcome. We will have an open house for people to view the videos and a showcase of what the childcare center would be like. We want to do a children's week. There are lot of people in psychology and human development that will present on campus. Chris Parker is really excited about developing a plan on campus.

VIII. Student Org Budget Hearings

a. Student Government Association

There are minor reductions for the phone, postage, Digi-Copy, and membership fees, which we do not pay for. One of my bigger changes concerns the computers by the SUFAC office. There are usually not 4 people using the computers at a time. We want to take two computers away and put one in the SUFAC office so that both the chair and vice-chair can hold office hours without sharing the computer. The other computer will be stored. When people are seen using the computer, it is usually for personal use, such as social media. SGA wants to support the computers for academic use.

Reed asked which phones are being removed? The ones in the SGA offices are being removed but the SUFAC phone will stay.

The salaries and honorariums are not going to be changed due to guidelines.

Under contractual, the UWGB app is listed and RHA still has not given us the amount that they are going to contribute so this is not an accurate reflection of

the cost. The Ally conference has been renamed so that it can be used for student-driven projects and sponsorships on years that there isn't a conference.

Under food, the Pass the Gavel event has increased by \$100 due to the previous year. Decision Day has also increased to provide more beverages and snacks. The Exec board retreat has been decreased by \$100 to be used towards SUFAC instead.

Under travel, we are requesting the same amount of trips but at a lower cost. There is no cost per student in the student representative meetings. There will be no lodging costs because we do not need to spend the night. There are multiple meetings that we can choose from to attend in the event of bad weather conditions.

Eric commented that there is an increase in the budget since a lot of the funds were moved around and the salaries/honorariums are not going to be changed. Hannah proposed moving the hourly positions to honorariums in the future. There is also the matter of the RHA contribution that will ultimately alter the total cost of the budget.

Milton asked why there is an increase since there are so many cuts? The UWGB app added the cost.

Lea asked if the org contribution was changed under travel? Hannah commented that the SGA contribution should be 33%.

Hannah commented that she went through the budget step by step to try to get rid of the redundancies and the unnecessary portions, such as the phones. I am disappointed that there was an increase in the total allocation.

b. Fourth Estate

Under committed, we removed our postage completely, which was about \$400 from last year. We no longer send out our paper to other campuses so we did not want to waste the postage. We are requesting a new camera. Right now, we have two borrowed cameras from Phlash TV and our own older camera that we are not sure how to use. The camera would be a DSLR that would last at least 5 years. We removed a phone and fax machine. Subscriptions are listed in the itemized list so that we can put pictures and crosswords in the paper legally. No changes in honorariums except that anyone in the class will not get paid since they are getting credit for their efforts. We are only printing every other week instead of weekly. We added an app developer under contractual.

We are hoping to potentially to remove our printing costs so that we can survive on \$1000 instead of the \$6000. We are also hoping to create a partnership with the computer science club so that we can have someone here to maintain the app. Nothing changed under the food requests. Under travel, we added a day trip to Madison to cover the basketball game against the Badgers. About 4 people attend and it gives them experience with press passes and interviews. We added realistic advertising revenue to the budget. Our actual revenue last year was about \$10,000 and it was a slow year. We cut our spending by \$5000 but we

also decreased our revenue. We gave out free ads to student organizations this year, such as Food Day.

Questions/Comments:

- Allison asked if the decrease in the printing is about half as much? It is close to a 50% cut.
- Nik asked if there are any problems with borrowing the cameras from Phlash TV? No.
- Nik asked if the professor attends the conference trip? Sometimes.
- Eric asked for justification behind the camera request? We do not have a lot of original photos that we take ourselves and they are usually low quality when we do. Most students use their camera phones. If we expand our content, we would need a third camera.
- Allison asked why the newspaper conference wasn't attended last year? Chris is not sure.
- Han asked if they already have the app? We have the android version but it cannot be released yet. A student is working on it so we have to consider finals time, etc. Our content is on the UWGB app as well. We have complete control over our app.
- Eric asked if there is more content that can be included in the app compared to the UWGB app? Anything posted on the website is uploaded to the app. We want to expand our content to encourage people to download the app.
- Hannah commented that a high quality camera would also be beneficial for the UWGB app. 4E content for the UWGB app will be pulled from the website. There will be a lot of shared content.
- Allison asked how many students are in the organization? Roughly 40-50 including the class. Not including the class, it is about 10-15. Almost everyone on the business side is not apart of the class in addition to 10 writers.
- Eric clarified that the people going on the trips can be any member of the Fourth Estate regardless of being in the class.
- Reed asked if all the honorariums were filled this year? There is someone in each of the positions. Not everyone is paid because they are in the class.
- Hannah commented that there have been some rumors about the class separating from the Fourth Estate as an org. How would that affect the org? There is no official decision about that and as of right now, the class will not separate.

c. Sheepshead Review

There are some great pieces in here from students to showcase their talent. We invite a professional in poetry or other literary categories

to judge our student work. We've cut down on a few costs. We do not need to use envelopes for our mailing, which cut those costs by a half. The estimated cost for the new journal has increased since the last issue. We go with the lowest bid to minimize the costs. In the past, we have done ads for revenue. However, we did not get a lot of ad requests back for this journal. We are having a panel with alumni and a public figure as a speaker. This is the first time we are asking for food for our launch parties. In the past, we have covered these costs but we decided to use our agency funds in the Weidner center. We would appreciate if SUFAC could help take that burden off of our students. There will be a grand opening in 2017 of a literary museum in Chicago so we want to send about 5 students to take advantage of this experience to learn about our history. Overall, the total allocation is a slight increase from the last budget but we are making better use of our funds.

Questions/Comments:

- Nik asked if the food is going through Aviand's? Yes.
- They commented that it would be about a \$375 fee to use the Weidner center.
- Allison commented that these groups are presenting together because they have similar functions and these orgs have tended to break guidelines in the past.

d. Phlash TV

We did not submit our S&E expenses itemized. Our two computers are essential for us to make videos and upload to the network. The other portion of the costs comes from honorariums, which cannot be changed. The food request is the same as last year. There are no capital items and no travel.

Questions/Comments:

- Milton asked if they do any traveling? We have left the traveling to the Fourth Estate. Other events have been done on personal expense for a story.
- Eric commented that they are asking for less capital and the food request is within guidelines.
- Nik asked for examples of projects they did this semester? We created broadcast news-style videos on our YouTube channel by teaming up with the class. We are trying to work with Sheepshead and other organizations. We are looking for our own revenue. We are working with psychology to make videos for their capstone course.
- Nik asked how many videos are posted on the channel? We did about 5 videos as well as other promos and student requests for projects. Students are also encouraged to work on their own projects.

- Eric asked how the videos are being advertised? We are mainly using social media and our partnerships with Fourth Estate. We have our videos on their website as well.
- Reed asked if it is necessary to have another camera between the two groups? We are ok with them using our cameras but we don't know what their needs are.
- Reed asked which class they are partnering with? It is being expanded into a media workshop in the communications department. We are trying to work with the communications department to reach out to those students.

IX. Review of Auxiliary Budgets

a. Facilities, Intramurals, Athletics

Eric commented that these auxiliaries are flat.

Eric entertained a motion to enter committee of the whole. Allison motioned. Reed seconded. Voice vote. Motion passed.

Increases are shared in supplies and expenses as well as salaries. There was debate over whether it is in the best interest of the students to increase salaries for coaches. However, this point can be applied for every organization. The issue of enrollment also affects the decision to spend student money on these expenses. Athletics appears to have more opportunities to fundraise and bring in external revenue than these other auxiliaries, which rely completely on SUFAC funds. A majority of the board voted that they support keeping the rate flat for Athletics for 2018-2019. This is based on the idea that athletics has fared well without increases in the past since enrollment is down. They have been able to fundraise in the past to support their department and we already fund them a large amount of funds. There is also the extra expense of the soccer field that SUFAC is funding.

Eric entertained a motion to exit committee of the whole. Tom motioned. Han seconded.

X. Action Items

a. IAM Committed Contingency

There were concerns that we had last time over outside funding sources such as the art department and residence life. The construction will begin after winter. Hannah asked where the money from the Phoenix park committee originated? John replied that it was a gift from the housing in the area. It was decided that student funds should be used since students are involved in the project for supplies and preparation of the grounds.

Eric entertained a motion to approve the IAM contingency request. Reed motioned. Samuel seconded. Roll call vote. Motion passed 7-1-4.

b. Ski and Snowboard Club

Allison commented that this is the only request they have all year since they did not submit a budget. Reed is uncomfortable paying for a ski trip. Nik agreed. Allison commented that they are inviting students outside of the club so it is open to everyone. Eric commented that it fits all the guidelines.

Eric entertained a motion to approve the Ski and Snowboard Club request. Samuel motioned. Han seconded. Nathan called the question. Roll call vote. Motion passed 8-3-1.

XI. Announcements

a. Winter Session

Eric announced that we are not holding office hours after tonight and there will be no meetings until January 28th.

Allison asked for input on the food for D-Day. Last year, we had breakfast then we moved to the Mauthe for take-out.

XII. Adjournment: Eric entertained a motion to adjourn the meeting. Reed motioned. Tom seconded. Meeting adjourned at 7:20pm.

Respectfully submitted by:
Sarah Batten
SUFAC Administrative Assistant