

SUFAC

Meeting Minutes for October 19th, 2006

I. Call to Order

SUFAC Secretary Matthew Winden called the meeting to order at 5:01p.m.

II. Roll Call

- a. **Members Present:** Tyler Vorpagel, Joe Tyrell, Eric Frank, Pha Thao, Ngosong Fonkem, Chrissy Aurit, Ryan Wegner, Jaime Carbo, Anton Williams, Matthew Winden, Trista Seubert, Crystal Jushka, OFO Representative

III. Recognition of Guests

IV. Approval of Agenda

Chrissy made a motion to strike Intramurals and Recreation from agenda stating that they will be presenting next week. Tyler seconded. Tyler called the question. Chrissy called acclamation. Intramurals and recreation is struck from the agenda. Chrissy moved to approve the agenda. Anton seconded. Tyler called question. No objections to call to question. Chrissy called acclamation. Agenda is approved.

V. Approval of Minutes

Chrissy moved to approve the minutes for October 5th, 2006. Anton seconded. Anton called the question. Tyler called acclamation. Minutes are approved for October 5th, 2006.

VI. Reports

- a. **OFO:** Last week we allocated CCTV \$4,765 dollars and Bowling Club \$306 dollars, for a total community balance of \$23,507 dollars and the small org budget is \$1,000 dollars.
- b. **Senate:** Senate passed the chapter 17th resolution for non-academic misconduct and fixed the double jeopardy issue. Senate also started a committee for placing the student directory online.
- c. **Assistant Secretary:** Just one thing to bring to your attention, voting on circle k's request will happen this week, my mistake, they were not put on the agenda last week and we heard them three or four weeks ago.
- d. **Secretary:** I'm happy to be back and there is one thing I want to clarify. The reason minutes are sent out ahead of time via email is that so when you can approve them, you have the chance to read through them before the meeting.

VII. Information Items

- a. ***University Union Auxiliary Budget*** – Dean Rodenheaver went over the auxiliary budget last week, so UU doesn't want to be redundant. UU stated that 12 small budgets comprise the large budget, all full time staff and managers submit their budget request, which is then uploaded into the larger budget. Budgets for the different departments under Segregated University Fees include the Phoenix Club, the Ticketing Center, Debt Service and Payroll among others, which comprises 1.396 million dollars and also includes \$56,000 dollars in additional seg fee funds over last year. Sales and charges of \$474,000 dollars, which includes revenue from multiple sources such as dining, rental, charge backs, the Phoenix Club, the Ticketing Center, vending proceeds, and miscellaneous things such as amusement game rental. UU said that interest income is a significant line item, come middle of December, the holding account for all pass and dining points will be a little over 1 million dollars in point balance and UU will earn interest upon these funds. UU mentioned a special issue SUFAC should consider; the union remodeling and expansion will be fully underway when the budget comes to this year. Everything that is worked on in the project, such as, remodeling or access to space, may temper availability. The revenue may stay the same for the year, UU said that the gain in revenue this year is due to the addition of ticketing that is a significant portion of expenses and increase of revenue is due to incorporation of ticketing services at the information center. UU predicted revenues will equal expenses, but UU may hopefully gain more revenue, but it is planned to be a zero line item. UU said the primary capital item in the

following year would be a point of sale transaction server and new point of sale item for remodeled dining services. UU stated there will be a 2% increase of wages, 6% increase of fringe benefits and there will be a short fall due to construction so they will not be able to purchase equipment. If UU had fund balance available, UU wanted to purchase equipment and furniture for the project, but with fund balance where it is, UU did not want to put it in at this point of time. UU also stated it was important to note that the fund balance SUFAC sees, is \$40,000 dollars higher than it should be, due to carried over dining and pass points from one year to the next. In the project, UU wanted to address the Garden Café situation and increase the environment down there. UU stated the dining environment is rented and although it is not Union space, improvement to that space is Union's responsibility. In the 08-09 line item increase in classified staff wages, UU pointed out one single increase in FTE as part of the project, thought it was in this current years budget at a standpoint, it was moved to the following year because it affected the current budget too much. UU plans to hire in July of 2008 for that position. UU went over the second page of the auxiliary budget and pointed out a 12% increase in change of sales and charges. UU said the project is projected to cost \$6.2 million dollars, give or take a few thousand with all sources for funds by students. UU is currently under construction document review which due at end of month and project bids start in middle of November. The UU is hoping for construction to begin at February. Pha asked when the AIC will be moved to Niagara rooms, how much larger or smaller will the AIC be compared to now? UU said it will be equivalent if not bigger and it will feel larger because another office will be across the hallway with new staff offices. UU stated that the Niagara rooms are 3800 square feet, and the AIC is now 1500 feet, so, between two offices, the space is larger than what both offices occupy now. Pha followed up asking if they will still be provided with a lab. UU answered yes, it is planned. Chrissy asked if they are increasing the 08-09 position budget, what position are they hiring for. UU answered a custodian because with the construction, another 8800 square feet will be added and that the UU is looking for an evening custodial professional. The UU stated they currently have 2.75 full time custodians with lots of student help to clean and govern the needs. Tyler asked what is considered as academic staff. UU answered perhaps Poppy Grant, Dan Murphy, Steve Zawicki or Lyn Rodder, and the separation is that generally, classified staff are represented by a union. Academic staff are in between classified and blue collar and white collar, but not faculty. Tyler also asked why the 2006-07 budget approved was so different from the estimated actual. UU said it was approved a year in advance and with staff changes that happened at that time, a shift in increase in classified and decrease in academic, one position switched when there was an opening and required the position to become classified. Tyler asked if they were planning on replacing said position. UU said it was already done. Trista asked if they could go over the special purpose line item. UU said there was an \$11,000 dollar and a \$5,200 dollar charge and that the charge is paid back to state because the UU is a 128 funded facility retail space. The UU said to think of it as a special property tax that is non-negotiable. Chrissy asked if the \$55,000 dollars planned for capital will update the transaction server and the cash registers. UU said what is used now will become obsolete and non supportive in 2-3 years and with new spaces the UU will get them up and going with a new cash register system with touch screen, menu driven systems. The UU stated it will have to be replaced in 2-3 years. Chrissy followed up asking what the plans for the capital expense in the 08-09 budget would be. UU said majority of the expense will be updating the Phoenix rooms. UU perceived that the Phoenix rooms will have to feed summer camps, which will lessen carpet life and replace window treatments, both are approximately a \$30,000 dollar issue. Also, UU stated the Garden Cafe furniture and equipment and/or additional cash register stations will have to be replaced/created. Chrissy asked about the \$40,000 dollar pass points that carry over as part of the ending cash balance and whether that means that the reserve amount is truly \$74,000 dollars. UU answered that was correct and generally, remaining balances on point and dining roll to the main account and they put them back to the point account at the beginning of the next year. Ryan asked on sales and chargers for revenue, how does the UU perceive the increase. The UU Said 100% to due to ticketing. Ryan followed up asking if that was just implemented this year. UU said it is in the current year but was not budgeted for because it happened in May. UU was not aware it would happen until May. UU stated, theoretically it is a pilot program for the current year, in its own budget, and that the UU projects for it to be incorporated into the larger budget. Ryan asked if it does work out this year, how much excess of surplus would be projected. UU does not expect net

income, but just wants it to cover its expenses and so expects a zero line item. No other questions. If so, UU said questions could be emailed.

- b. *Athletics Auxiliary Budget*** - Athletics requested a 5% increase in their budget for this year, citing travel costs and gas costs. Athletics stated that last year alone, there was an additional 6% in fuel surcharge on bus trips. Athletics stated under the sales and charges item, major revenues included ticket sales, corporate sponsorships and miscellaneous revenue items and that the total for that line item is \$970,290 dollars. Athletics added in other revenue line items, it included the Phoenix fund contribution to Athletics which fundraises money for student athlete scholarships and is projected to raise about \$375,000 dollars this year, which is substantially increasing over the years. Athletics explained that the Phoenix Fund is made up of 60-70 community members who fundraise on UWGB's behalf. Athletics also explained that they receive NCAA distributions and get \$125,000 dollars from the NCAA annually, for other revenue, Athletics also added they receive appearance guarantees for out of state games. Athletics explained under operating expenditures that are labeled personnel it includes all salaries for administrative staff, coaches and student help. Athletics also said fringe benefits are a percentage of salaries given from the UW-System. Athletics stated that non-personnel fees under operating S and E included travel expenses, recruiting, equipment, uniforms, arena rental, officials, tournament expenses, game guarantees administrative costs, marketing/advertising, university assessments and NCAA/Horizon league assessments. Athletics also said that the Aid to Individuals line item was scholarships awarded to student athletes and that other inflows is basically net contribution to Athletics from summer camps. Athletics then discussed the percentage increases shown on the second page of the handout. Anton asked if Athletics would explain the percentage increases of the scholarships each year. Athletics explained it was an increase in the cost of ones already offered. Chrissy asked out of curiosity if there are scholarship dollars other than seg fees. Athletics said yes, the Phoenix program brings in dollars but private scholarships are through financial aid. Ryan asked what types of fundraisers are through the Phoenix program. Athletics said a major piece of that is mid September through early November there is an annual fund drive of 6 weeks where community members ask for donations. Athletics said their goal this year is to raise \$375,000 dollars through all their fundraisers. Athletics stated that in Spring there is a Phoenix Packer steak fry and that last year it raised \$55,000 dollars. Athletics also stated that last year the Phoenix homebuilding project raised approximately \$50,000 dollars. Ryan followed up by asking if any NCAA or Horizon League funds go to scholarships. Athletics said no, and that any loose ends were filled by miscellaneous funds throughout the Athletic department. Ngosong asked how team fundraisers factor into the report. Athletics reported that all funds raised by teams stay within the team. Chrissy asked why the royalties for the 08 budget were \$5,000 dollars less. Athletics said that the royalties come from the NCAA video games and Athletics would be shocked if they even receive \$2,500 dollars in royalties. Chrissy clarified for the board, since SUFAC approves for three years out, what budget should SUFAC be making recommendations for. Athletics said the 09-10 budget. Ryan asked if increased kress center and ticketing sales were incorporated in the budget. Athletics said no, it would be irresponsible to budget a huge increase, though, some was built in, but a huge increase was not projected. Anton asked about aid to individuals, the projected ten years from 09-10, will the budget keep increasing. Athletics answered yes. Anton asked also if the scholarship increasing is going to benefit more students or get better athletes but less scholarships. Athletics said that it is able to give out 13 full scholarships and that the Athletics department budgets as if fully funding for the maximum amount allowed by NCAA. Athletics planned to continue giving fully funded scholarships as they are able to. Athletics also pointed out scholarship increase is due to cost of living and tuition costs as they rise and that Athletics is projecting a percentage increase as time goes by. Chrissy asked whether Athletics anticipates any short comings due to not having Bayfest. Athletics said money was lost from bayfest and Athletics has not planned for any revenues from it for a number of years. Ryan asked if Athletics budget for the maximum amount of scholarships per each sport and if they fill their scholarships 100%. Athletics said 90-95% of the time Athletics budgets fully for each team. Chrissy asked what is the recommended reserve balance. Athletics wanted more than what there is now, what has been allowed was 15% of prior years expenditures and Athletics are allowed money for contractual obligations, for example, if Athletics cut a program they offered a scholarship for today, Athletics would be obligated to offer the rest of scholarships. Athletics stated approximately \$500,000 dollars in their reserve would be

ideal, but at the moment the reserve is \$55,000 dollars.

VIII. Discussion Items

- a. ***Sheepshead Review***- Sheepshead would like to request extra money to put together a larger journal due to increased interest in the Sheepshead Review. SR stated they have gotten approximately 340 submissions this semester, which is more than a 50% increase in submissions than the ones received for last year's Fall semester. SR stated that past precedent, in the Spring semester, the submissions are doubled due to a contest they offer to spur interest so SR is predicting a possible 700 submissions in the Spring. SR said with all the interest and submissions SR has received, a larger journal would be needed than used in the previous semesters, which is not what SR has budgeted for. SR also stated that SR would like to add an eight page color insert to showcase the visual arts submissions which SR has received, given that the submissions have more than doubled in increase from last semester, rising from 50-60 to 150-60. SR has also increased the promotion of the SR and community support has widened. Chrissy asked if student submissions get priority over community submissions. SR answered no because all submissions are evaluated anonymously. Anton asked what percentage of the submissions were from the community. SR answered approximately 10-20%, but also stated it would be hard to quantify. Ryan asked how many submissions make it into each issue. SR answered that it varies each semester given the length of each submission. Ryan asked how many genres were showcased in the SR. SR answered visual arts, non-fiction, review, fiction and poetry. Ryan asked if SR could discuss their sources of revenue and how much SR brings in every year. SR stated that sources are donations, ads, and SUFAC. Ryan asked what the total dollar amount was other than SUFAC for revenue. SR said last year SR had \$1,200 dollars in their agency account which allowed them to pay additional print costs and purchase a computer through the university which SR needed because of time consuming aspects of logging and putting together of the actual journal. SR said that ads were just implemented last semester and that raised a couple hundred dollars. Chrissy was wondering if community members were charged to submit. SR replied no, nobody was charged to submit and if SR did put a charge on submission, SR believes it would hurt interest in the journal. Ryan asked if the journal is sold. SR replied no, it is not and SR doesn't believe it should be considered. Ryan followed up if he were to submit and it would be printed, would he be able to take multiple copies, perhaps 10 or 20, which then would not be able to be distributed to other students. SR replied there is a launch party and people are allowed one copy, while those with printed submissions are allowed 2 or 3. SR also added last semester was the only year in which they ran out of copies of the journal. Anton asked what would happen if SUFAC did not give SR the money. SR stated they would dip into their agency funds but given the lack of funds, SR would have to cut the color insert and keep the projected 80 page journal. Ryan asked if SR still rejects submissions each year, why not factor in the other submissions and budget for it. SR assumed history would repeat for the fall semester having limited interest and so did not budget for it. Ryan asked if any departments working with the SR were planning to add funds to the SR. SR answered that it receives \$100-\$200 dollars from the Art department and Professor Stiles has also donated \$50 dollars and that the Humanistic Studies department helped by purchasing a printer and scanner last year. No further questions. Voting will take place on this item next week.
- b. ***Sierra Student Coalition***- SSC would like to request \$850.00 dollars for start up money, rights to showcase a movie and printing paper/media costs. SSC stated the goal of the SSC is to promote environmental awareness and SSC plans to do this by showcasing a film festival three Mondays in October-November, with topics ranging from global warming to energy alternatives. SSC also added it is being co-sponsored with the Environmental Science department and the ES&P Graduate Capstone project. SSC would like to show their films in conjunction with the seminar in order to stimulate more interest in both activities. SSC has films set for all three Mondays and would really like to include "An Inconvenient Truth" which came out this past summer and focuses upon the issues of global warming. SSC stated that in order to show such a new film there would be a fee of \$700.00 requested by the production company. SSC believes the interest is there and that students will attend the showing of the film. Chrissy asked if the SSC plans for most attendees to be from the seminar. SSC stated that as many students that wanted to show up would

be able to and that SSC is promoting for all students to attend. Chrissy asked how many students the SSC expects to attend. SSC answered it was hard to say but given the interest in the film, SSC believes more than 50. Anton asked how many active members were in SSC. SSC answered given they are a new group, there are 3 active members. SSC hopes to use the film festival as a vehicle to recruit members. Ngosong asked what is the overall goal of the SSC. SSC answered that the SSC wants to cultivate awareness of environmental issues, bring in speakers, have discussion groups and partner with the sierra club so there will be training in leadership development, conservation issues and discussion of environment on campus. Chrissy asked if any staff or faculty will attend. SSC stated that SSC is asking faculty to promote to their students, so yes, some faculty interest is expected. Ryan asked if the \$700 dollars fee will allow them to play unlimited times or just once. SSC answered that SSC isn't sure but the fee is in effect till November 21st, but after that the fee will be lowered so the SSC suspects it is a fee for one showing. Chrissy asked if graduate students pay the same amount of student fees as others. SSC answered that SSC was not sure of the exact amount. Anton asked when will the fee drop. SSC said after November 21st, the fee will drop to \$450 dollars due to DVD release. SSC added the dates reserved for theatre space are three Mondays between October-November, prior to November 21st when the fee drops. Ryan asked if fees could be piggy backed through other UW systems. SSC stated that the SSC tried to negotiate an agreement through the production company to offer it at no charge but the production company that has rights negotiated with each group separately, so no, piggybacking or joining of fees from other campuses is not possible. Chrissy asked what the \$50 printing money would be used for. SSC replied it would be used to promote the film festival. Ryan asked why cant SSC wait till the price drops. SSC replied that space was booked for the theatre rental already and also, SSC wanted to showcase the films in conjunction with the Capstone Seminar. No further questions. Voting will take place on this item next week.

- c. *InterVarsity Christian Fellowship***- ICF requested \$1410 dollars to help supplement the cost of a Fall conference training trip to Green Lake. ICF would like to offer a special deal on the fee to students to accrue interest and in order to do this would need additional funds from SUFAC. ICF stated that this year the cost per student has been upped by \$30 dollars but with SUFAC's help, ICF is hoping to offer the cost per student at \$60 dollars instead of \$90 dollars. Chrissy asked about the other travel request money under letter F on the committed request. ICF said the funds are split between two trips, the fall conference and another offered a week after school is let out. Anton asked how many people are in the organization. ICF answered that on average, anywhere between 35-50 members show up for weekly meetings. Chrissy asked of the 35 planned to attend if they are all members of ICF. ICF responded that a few were not members, but ICF expected them to join the group after the trip due to increased interest. Chrissy asked if food costs were included in the conference ticket cost. ICF answered yes, except for bus ride there and back. Anton asked what information would ICF bring back from the conference. ICF said information would be brought back on what the chapters of ICF are doing across the nation and in other countries. Ngosong asked if ICF represents UWGB when attending the conference. ICF stated yes, UWGB is what ICF represents when attending. Ryan asked if there were any sources of revenue. ICF answered yes and no, ICF stated they have been visiting churches throughout the greater Fox Valley area and asked for donations. ICF predicts a couple hundred dollars. No further questions. Voting will take place on this item next week.

IX. Action Items

- a. *International Club***- Chrissy moved to approve the International Club in full by \$381.53. Seconded by Anton. No discussion on item. Chrissy called the question. No objection to call to question. Motion passes 7-1-1.
- b. *Circle K Reallocation***- Chrissy moved to approve circle k in full by \$2490.80. Pha seconded and added it was just a reallocation and no real disbursement of funds. Chrissy called the question. No objection to calling the question. Motion passed 8-0-1

X. Announcements

Meetings will not run this long and in terms of questioning, you have to go in order and let Matt address you, but you cannot go on and on like a personal conversation. Let matt call on you.

XI. Adjournment

Motion to adjourn by Chrissy. Anton seconded. Chrissy called the question. Anton called acclamation. Meeting adjourned at 7:20pm

Respectfully Submitted by,

Joy Hanneman
SUFAC Administrative Assistant