

SUFAC

Meeting Minutes for October 25th, 2007

I. Call to Order

SUFAC Secretary Brad Zuleger called the meeting to order at 5:03 PM.

II. Roll Call

- a. **Members Present:** Yue Yang, Pha Thao, Brad Zuleger, Anton Williams, Matt Kehl, Sheila Schroeder, Andy Locke, Lynsy Beckett, Cheng Thao, Long Kha, Peter Xiong, Chris McDermott, OFO, Ainura Khissimova, Ron Ronnenberg, Ryan Birdsall

III. Recognition of Guests

Lisa Tetzloff – Student Life

IV. Approval of Agenda

Matt made a motion to approve. Andy seconded. Anton called the question. Anton called acclamation. Agenda is approved.

V. Approval of Minutes

Anton made a motion to amend the minutes and add Yue Yang to the Members Present section. Peter seconded. Anton made a motion to approve the amended minutes. Andy seconded. Anton called the question. Anton called acclamation. Minutes are approved.

VI. Reports

- a. **OFO:** Current contingency balance is \$23,367.94 with the small org budget at \$700.
b. **Senate:** Business as usual starting on Monday.
c. **SGA Exec:** No report.
d. **Vice Secretary:** No report.
e. **Secretary:** No report.

VII. Auxiliary Budget Presentations

- a. **Student Life-** Student Life said there are 3 parts to its presentation. SL said the outside sheet is a summary with highlights of the programs and information on the increased number of student orgs. SL said the other two sections are the narrative and the spreadsheet. SL said it is requesting an increase of 6.8% increase solely because of the 4.7% salary projection in the 07-08 budget as well as the 08-09 which leaves a shortfall of 2.7% from last year. SL said this increases fringe benefits as well. SL said there are no s & e increases. SL said food cost is up 4% and SL said events they provide food at for example are Max U day, OrgSmorg as well as Frost Fest. SL SL said there is an increase of 1% for professional development, which includes classes and seminars personnel attend. SL said there is a 1% increase for items given away, which include trinkets at OrgSmorg, for example. SL said it is always collaborating with other groups and constantly trying to get grants for programs. CL said it got a grant from the UW System for Race & Ethnicity when it had the Black/White program last year. SL also said it received a grant for the Eileen Collins Astronaut program in the spring. SL said the revenue reserve of 15% of its budget is there for replacing computers for the next two years. SL said it had 10 computers and are planning to replace 5 this year and the next for a total cost of about \$10,000 over the next 2 years. SL said the staffing levels are remaining constant for this year. SL said it is going to request in the following year for another staff member. SL said currently there are 3 program coordinators working full time. SL said the students want larger scale concerts and more weekend programs so it will need another staff member to achieve that. SL said the Chancellor's growth agenda was approved and if the campus gets bigger it will be helpful to have more staff. SL said the position would work evenings and weekends. SL said their mission statement is essentially to plan programs that will complement the learning and entertainment students get in their classes. SL said it was fully funded by SUFAC. SL explained that there is a new person doing the budget so some figures are on different lines. SL said if the board looks at the 06-07 actual, for sales & charges it was

projected at \$12,000. SL said there is a new line added and \$7,392 is marked under there as well as the \$2,350 under sales & charges. SL said added together it was \$9,742 which is closer to the projected. SL said the \$2,350 was income from the Outdoor Adventure Travel program and the other \$7,392 was for family weekend and the Eileen Collins program. SL said it had adjusted student salaries. SL mentioned with the \$135,000 under Operating S & E was kind of strange because what was actually spent was \$110,000 plus another \$6,000 for task force costs. SL also said it received money to subsidize the Eileen Collins program so all numbers added would be \$136,703. SL said GTP and itself got \$50,000 for the Relient K concert with each getting \$25,000. SL said it put that figure in a separate budget. SL said it spent \$170,000 this year. SL said \$149,222 was actually approved last year. SL said under 09-10 it budgeted for a new position, a program director, with the \$58,955 figure being pay and fringe benefits. Anton asked what the salary was for the new program director position. SL said \$42,000 plus \$16,955 in fringe benefits. SL said that figure would increase a little every year. Pha asked why SL is requesting an increase this year from last year's budget. SL said the state determines raises so that's the only increase which SL has no control over. Pha asked why another staff member would be needed in 09-10. SL said it is needed to keep doing the many programs the students already enjoy. Sheila asked if students are hired in the SL office. SL said there are 4 PDAs, Program Development Assistants as well as the OFOs. SL said an option would be to hire more students. Anton wanted the \$50,000 for the concert explained. SL said the 07-08 approved budget was \$25,000 higher and SUFAC decided afterwards to create a separate account for the fund. SL said the budget office didn't take the \$25,000 off of the budget. Pha asked why isn't SL budgeting for an increase under sales and charges in projected years. SL said it has always been around \$12,000 because SL does the same 2 programs that create revenue. Anton asked about ticket revenue. SL said its going back to SUFAC. Pha asked how many students attend events. SL said out of 185 programs, which is up 5%, typically 12,000-15,000 students attend and some of course are repeat attendees. SL said this year it will be higher because of the concert. Anton asked about the increase in the state pay plan. SL said it is still staying in the salary parameter for the 3 program coordinators which will be getting an 8% increase over the next two years, approximately 4.7% per. SL said after the initial two years, raises aren't nearly that big, averaging about 3% for following years. Pha asked if SL is hiring staff for more programming why isn't SL budgeting for more programs. SL said it's a very good question. SL said it is very creative with how it programs, with some at little to no cost. SL said it would do more coffee house programs probably. Anton asked what the \$6,000 for PDE was. SL said its professional development education which is an opportunity for staff to go to conferences and learn things. Chris said it's a good use of money because the PDE allows staff to book artists at a discounted rate. Pha asked about the \$66,372 in the reserve. SL said the ending cash balance is this years starting balance. SL said \$66,732 will be the start of next year. SL said its \$70,511 now. Pha asked why it can't use that for the new staff member. SL said it would zero the balance out and there wouldn't be a reserve to hire a performer if need be. SL said Lewis Black came last minute a few years ago because he was performing in Appleton and had an extra date open. SL said it needs its reserve for those kinds of instances. Anton asked why the reserve shoots up in 10-11. SL said it's the extra salary for the new position. SL said if the new staff is not approved it will be wiped out. Voting will take place on this item at a later date.

b. Health Services- Health Services said a healthy student is more successful. HS said it provides students with doctors, nurse visits, lab services and tools to be healthier. HS said it has 1 fulltime director, 2 clerical staff and 4 part time nurses. HS said since the nurses are part time, the nurses have breaks at the same time as the students. HS said also 204 hours of upper level care are offered, for example, doctor visits. HS said user fees and sale fees are located on the aqua blue sheet. HS said last year there were 400 doctor visits and 1500 individuals who used the office. HS said it needs to have a medical director to order medicines. HS said looking at revenue, 88% is seg fees and 12% are sales and charges and user fees which pay for medicines, lab fees and things of that nature. HS said there was \$195 interest on the reserve. HS said the personnel is made up of personnel, 16% of it is s & e and 84% is personnel. HS said 61% of the 16% is medical services for lab fees, doctors, vaccines. HS said merchandise sales are medicines. HS said medical supplies are things like urine cups and

gowns. HS said the office operating expenditures are for charge backs and it has little to no control over that. HS said the ending cash balance was at \$30,000. HS said the cash balance would help if equipment needs to be replaced. HS said it is also in case of a communicable disease outbreak. HS said on the spreadsheet there is a 20% increase in seg fee which is the largest ever. HS said this is due to not being able to use the reserve balance to help offset costs as it is now too low to spend down anymore. HS said the salary and fringe increase of 8.9% is also aiding the increase. HS said it can't generate as much revenue as before because there is no longer a profit margin on medicines as they are sold at cost. HS said for example, the meningitis vaccines are purchased for \$87 and sold at the same price. HS said that is a huge impact on revenue. HS said it budgeted for a contract psychiatrist who would be on campus for 2hrs, twice a month. HS said the actual cost of the session is paid entirely by the student. Anton asked why the discount isn't there any more for medicines. HS said it is done by the government and there was a lot of regulating of profits and lobbying to get it but it hasn't passed yet. HS said in '07, it took quite a hit because of that. HS said thank goodness generic products are available. Pha asked where the psychiatrist money is on the spreadsheet. HS said under S & E in 08-09. Anton asked what percentage salary increase was requested. HS said 4.7% is projected and if its lower, the excess comes back to SUFAC. Pha asked why can't someone on campus do the psychiatrist position. HS said it's a state licensed position which nobody on campus currently is qualified for. Pha asked when the psychiatrist will be hired. HS said in January of 2008 and it's not coming out of the budget yet. Pha asked what the student charge is. HS said the user fee by the student is \$87 for a full session and \$37 for half. HS said its hard to project any revenue without knowing the user level. Anton asked if people have insurance who use HS. HS said a lot of students aren't covered since the students might be out of their provider area. HS added that students can be reimbursed user fees by submitting forms to their insurance company. Voting will take place on this item at a later date.

VIII. Discussion Items

a. *Ballroom Dance Club*- Ballroom Dance said it is in its 3rd year of existence with 3 levels of classes offered and many types of dances, like smooth and rhythm styles taught by a pro dance instructor. BD said it needs money to go to a competition. BD said it is requesting \$2,000 for the competition and it would be open to all students. BD said 14 students want to go at the moment and the amount requested would pay for 3 different dances, at \$40 per person and \$10 per dance for an approximate amount of \$983. BD said it would be approximately \$3,000 for the 3 competitions it wants to attend but is only requesting \$2,000 as the other \$1,000 would be paid by students. BD said there is fundraising being done, it is going to do a couple sessions of lessons. BD said as for advertising the competitions, it has done table tents, posters and OrgSmorg advertising. BD said last year it went to Appleton and 15 students went. BD said the instructor got rave reviews and it promoted the club as well as the university. BD said it won a top trophy at a summer competition. BD said it planned for 14 students but would definitely want and encourage more to come. BD said it is going to make sure the 1/3rd cost is covered. BD said the housing, food and travel costs are covered by students and the SUFAC money would cover registrations. BD said last year it did a program for Family Weekend as well as mini courses throughout the year. BD said in the club the first two lessons are free and then members pay per lesson and the attendance went from 50 students to 38 when asked to pay. BD said it wishes to encourage a lot of attendance. Anton asked what advertising is being done. BD said for the club there is a lot of word of mouth as well as campus emails. Ryan asked if BD fundraises more than the cost of the trip if SUFAC would get the money back. BD said if there are any excesses, SUFAC will get its money returned. Matt asked if other people's registrations costs can be diffuses if there are more attendees than projected. BD said yes. Long asked what fundraising has been done. BD said it did a swing dance in the Riverside Ballroom as well as mini courses throughout the year. Yue asked if it's a one time fee for the instructor. BD said per semester. Matt asked where the state competition will be held. BD said it assumed Milwaukee. Andy asked why BD uses the EC. BD said there is a good floor. Ainura asked what if SUFAC can't cover it all. BD said then more people would be paying more and that would be the worst case scenario most likely. Pha

asked if it fundraised by teaching dancing. BD said giving the lesson is free and people donate to show gratitude. Lynsy asked how much was made last year. BD said \$600. Pha asked how does it benefit the student body. BD said people are interested and BD just needs the funds so poor college students are able to afford to participate in such a prestigious activity. Pha asked if the instructor is covered in the \$2,000 fee. BD said that the instructor pays her own way. Pha asked about the \$188.65 in the agency. BD said it will go toward the competition. Peter asked about the turnout for the previous competition. BD said 15 students went. Voting will take place in two weeks.

IX. Action Items

a. Newman Catholic Student Society- Pha made a motion to approve NCSS for \$450. Andy seconded. Andy said the supplies for social events seem in order and it was planned very well. Anton said it is a new group. Peter said its giving away fleece to the community and that what is being used is student dollars on the fleece. Anton asked if the \$100 was for start up and the remaining \$350 is for the supplies. Matt said \$100 is for photocopies and things of that nature. Peter said \$150 is for events for their orgs. Pha said \$300 is to give away for fleece and baking products and that he thought it will be put to good use in community service. Anton said he understood the \$100 is not for start up as in photocopying. Peter said NCSS didn't ask for fundraising, and he would feel better if NCSS asked money to fundraise for the products instead. Andy said the World Trade Fair is the fundraising idea NCSS had. Peter said none of the \$300 is for fundraising. Anton said if they need to use photocopying, the \$100 doesn't seem to be fore that. Matt said \$150 is for fundraising, movie rentals, things of that nature and that is the fundraising portion. Anton called the question. Motion passed 9-1-2.

X. Announcements

No meeting next week and Thursday November 8th, the meeting will be held in MAC 201

XI. Adjournment

Andy made a motion to adjourn. Anton seconded. Anton called the question. Meeting adjourned at 6:23 P.M.

Respectfully Submitted by,

Joy Hanneman
SUFAC Administrative Assistant