**Student Fee Advisory Committee (SFAC)**

**Meeting Minutes**

**11/04/21 – via WebEx**

Call to Order

Meeting was called to order at 9:00am.

Roll Call

Chair Brenda Piatiak called roll call.

Present – Rodrick Moore, Valerie Pinto, Renee Justiss, Kathryn Bradbury, Blake Roos, Erica Sirman, Abigail Parker, Jaidy Chien.

Absent – N.A. (all members present)

Quorum (5 members) was met.

SFAC Member Introductions

Members introduced themselves.

Acknowledgement of public posting compliance

Notice of the meeting was posted on SFAC website and LSC-CyFair Student Life Event Calendar at least 72 hours prior to scheduled meeting time. Did not get posted to the LSC event calendar. Mitsven contacted OTS to find out why it wasn’t posted.

SFAC Member Training

Faculty members have already completed the required SFAC member training. Student members were emailed the training PowerPoint and were asked to read the full training and contact Dan Mitsven if they had any questions or needed clarification. None contacted Mitsven prior to the meeting. Student members were asked to individually verify that they have read and understand the member training materials. Each verified that they read and understand the training.

Elect SFAC Vice Chair

Mitsven suggested that the committee choose a student as the Vice Chair, since the Chair is a faculty/staff representative. Mitsven shared that usually he recommends the SGA President to serve as Vice Chair, but since the SGA President could not attend the meeting today and is only in a 1-year term, that the committee consider selecting the only SFAC student member who will serve for 2 years, Abigail Parker. Moore moved to appoint Abigail Parker as Vice Chair. Pinto seconded the motion. Motion passed unanimously, and Parker will serve as Vice Chair for this year.

Consider Supplemental Fund Requests from student organizations

Last spring the SFAC set aside up to $25,000 to allocate to student organizations. The reason for this funding is because many student organizations were not organized last year due to COVID and did not submit requests for this year. Additionally, the cap was only $1,250 this year, which is much lower than any other year. Last spring the SFAC decided that they wanted to reconvene this fall to determine allocation of the $25,000, instead of having Mitsven complete it alone. Student organizations this fall have bounced back very nicely, with most of them active. As a result, we have a lot of groups requesting supplemental funds, totaling over $46,000 (note actual total of requests was $44,465). Two of the groups that submitted requests did not complete their requirements for RSOs this fall, and therefore are not eligible to receive supplemental funds.

Mitsven went over each group’s request and details one-by-one for the committee to consider line item requests. Before approving, we need to make sure that the overall amount granted as supplemental funds not exceed $25,000. In developing the recommended amounts funded for each group, Mitsven first considered the student organizations that are not part of the core Student Life budgets (SAB/SGA/Club Sports). He reviewed each of the non-core clubs and tried to eliminate any perceived “fat” from the supplemental fund requests. He then took the balance remaining and considered SGA and SAB. For the remaining funds (over $9,400), Mitsven asked Rec Sports Manager, Tiffany Lane, to review club sport requests and determine priorities from what remained available.

Notes during discussion on each organization’s request:

• Anime Club – Looks straightforward with what is listed for recommendations.

• Band Club – Did not finish risk management required training, so not eligible for supplemental funds.

• Composers Club – Greatest concern was that they did not spend any of the $2,500 allocation in FY20. Some members expressed concern that they didn’t utilize any of the funds in FY20. Committee was unsure what the Contemporary Music Fest is. A few committee members suggested that they may want to reduce it further than what was recommended by Mitsven.

•  Creative Writing Club – They’re requesting $700 for printing, but Creative Writing intentionally got out of publishing a printed publication when they separated from The Barker’s Voice. Committee members asked about what it costs for printing. Mitsven shared that most club printing is done in-house in Student Life, at no cost to the club. He shared that he thought it was prudent to keep $50 in the budget, in case a club wants/needs to do any printing off-campus or in the LSC-CyFair copy center.

•  Cru – Did not finish risk management required training, so not eligible for supplemental funds.

• Humanitarian Connection – Most of the funds they requested were for philanthropic endeavors, which is not compliant with LSC policy and state law. That is why most of the amount requested was cut. Committee considered giving zero dollars for that line item, or alternatively, increasing the amount recommended by Mitsven. Piatiak and others argued that the amount recommended should be increased, as the club previously has spent more. A few thought their funds should be earned through fundraiser. Mitsven clarified that they’ll have to do fundraisers for philanthropic endeavors, but that they may need money for club operations that are allowable. One member felt that the SFAC should not assume that they’ll use the funds for allowable expenditures, but that SFAC should only consider what was actually requested. Mitsven countered that many students submitting forms may not have had experience with the budgets, since many groups, including Humanitarian Connection, were dormant last year. Ultimately, the committee decided to grant more than Mitsven recommended.

• Singers Club - $600 for t-shirts for 20 club members seemed excessive, so committee reduced that amount. Committee also agreed that the amount for pens was excessive, they reduced that amount as well.

• Young Conservatives of Texas – The amount for printing seemed excessive, so committee agreed to reduce that amount, as Mitsven recommended.

•  The Barker’s Voice – NOTE: 2 committee members are members of The Barker’s Voice. One of the members submitted the request. She was unaware of the $1,250 that was already allocated and how funds were utilized in previous years. Mitsven noted that the $1,250 that they’ve already been granted gives them a lot more than they’ve ever had available, since the SFAC decided to move the printing cost for The Barker’s Voice publication to the Student Life core budget. Committee determined that the club will not receive any supplemental funds, as the amount they’ve already been allocated is sufficient. The student on SFAC who submitted the request concurred, seeing the amount that was already allocated.

•  Baseball – One member asked why the SAF would pay for coach salary expense. Mitsven explained that the SAF was initially created for development of athletics. LSC decided that the best route to go was to develop a robust club sport conference, which we have done. Coaching is part of those expenses.

• Dance Team – Recommended amounts would put the team at a very large cut from the FY20 budgeted amount, but is not as stark when looking at what the team actually spent in FY20.

• Lone Star Right to Life – Agreed with the recommended cut on printing. Modest amount requested for the club initially and in the supplemental fund request.

• Men’s Soccer – No discussion on the recommended amount.

• Men’s Volleyball – Club only spent $1,122 in FY20, but the club was not very active. This fall the team has pulled together and is practicing regularly. Challenge for this club sport is finding other teams to compete with.

• Radiology Student Association – Committee agreed with Mitsven’s recommendations/rationale.

• Robotics Club – Committee agreed with Mitsven’s recommendations/rationale.

• Running Club – Much of the supplemental request was already line-item approved by the SFAC in the spring. Some committee members were unsure of the rationale for the $355 recommended in the supplemental fund request.

• Student Activities Board – This group does activities for the entire student body. They were cut deeply in this year’s budget. Some of our campus tradition events (Stuff-A-Bear/CajunFest-Crawfish Boil) are very expensive and not enough was allocated to SAB for contracted services. Committee agreed that funding was necessary, and ultimately added $200 above the amount that Mitsven recommended.

• Student Government Association – Mitsven stated that Student Life can find the funds in the Student Life core budgets to pay for activities for the Go Texan Day celebration, leaving only funds for the SGA conference. Mitsven noted that all funds previously granted to SGA are for next year’s SGA officers.

• Tabletop Club – Committee agreed with Mitsven’s notes/rationale.

• Women’s Basketball – Committee agreed with recommended amount.

• Women’s Soccer – Same as request and previous funding as Men’s Soccer. Committee agreed with recommended amount.

• Vietnamese Student Association – Committee agreed with the recommended allocations.

Public Comment Period

Requests to participate in Public Comment must be submitted in writing, including the name of the person requesting and topic to be addressed, at least 24 hours prior to convening the meeting. No requests for public comment were received.

Vote for Approval of Recommendations

Motion to transfer the $25,000 contingency funds from the Student Life core budget to each of the approved student organizations for supplemental funds was moved by Kat Bradbury. Jaidy Chien seconded the motion. Motion passed. (NOTE: Due to other obligations, the following members exited the meeting prior to the vote: Renee Justiss, Ross Blake, and Valerie Pinto. Quota was still met to conduct this vote).

Next Steps

SFAC approved supplemental funding does not require review and approval from Dr. Napoles.

Mitsven will transfer funds to each approved budget, as determined at today’s meeting.

Funds will generally be available to student organizations on January 1, 2022. However, once funds are transferred to the accounts, Mitsven will allow to spend funds before that time if needed (e.g. to pay conference fees).

Adjournment

Kat Bradbury moved to adjourn the meeting. Erica Sirman seconded the motion. Motion passed unanimously. Meeting adjourned at 10:19am.

**SUPPLEMENTAL FUND REQUESTS/RECOMMENDATIONS/APPROVED**























