

Student Fee Advisory Committee Meeting Minutes

3/23/12 3:30PM

Members in attendance:

Amber Amerson, SFAC chair
Kay Pleasant
Kim Harvey-Livingston
Leann Morgan
Bradley Pennington, SFAC secretary
Kenny Bizot
Sheryl Dennis, ex-officio

Non-members present:

Katy Cline, Student Affairs
Jennifer Skinner, Coordinator of Campus Activities
Carol Killingley, Coordinator of Parent and Community Relations (observed only)

Members not in attendance:

Ona Tolliver, ex-officio
Kenny Bowers
Emily Dickenson
Brakeyshia Samms

Amber called the meeting to order at 3:38pm

The committee's first order of business was to review and approve the minutes from meetings held 3/21. Amber motioned that the minutes be approved with the change of grammar error as discussed; Kay seconds
All members in favor no opposed; no abstained.

Introduction of new member

Bradley Pennington, SGA secretary and Residence Life student employee

Election of new secretary

Amber nominated Bradley who accepted; all members present were in favor no opposed; no abstained
Bradley assumed Secretary position for remainder of the meeting.

Review of Counseling response to questions asked by committee (listed in bold below)

How many students does the student counseling center serve?

Approx 507 students per semester are seen with 160 during the summer. Kim provided handouts to the committee that detailed the significant rise (almost double) in psychiatric services and disability and addressed that this is a nationwide trend with more serious mental health issues across the nation and more people are referring to counseling.

Review of Campus Activities response to questions asked by committee (listed in bold below)

What relationship will the multicultural and diversity programs have with GATE?

Jennifer provided the following response: because Campus Activities focuses on the entire student body rather than a certain population the department has facilitated collaborations with GATE (their events prior to our events, etc) but not co-sponsored events. A lot of other activities sponsored by GATE or in partnership could be open to the entire university community. Partnerships with outside groups are more than welcome including GATE and outside International Student Organizations.
The committee suggested that the programs are fragmented and they would like to see GATE sponsor more for everyone and lend some assistance to current programming.

Review of Cheer/Dance response to questions asked by committee (listed in bold below)

How are stipends determined?

What is the value/reason for continuing stipends to cheer/mascot/dance members and how do stipends fit in with the D III athletics philosophy of not paying student athletes?

The committee reviewed the written responses provided by Carla Turner, cheer coach and discussed that other student organization officers receive stipend payments and because they are not a part of athletics they have only a part time coach so more responsibility for event coordination and participation falls on captains/members. The committee discussed that the students give up a lot of time to represent this university and the sports, have a good GPA and take personal responsibility to apply for stipends and will likely be viewed

as ambassadors more and more as time goes on. The committee discussed that the request is for travel not stipends but that if that request is denied a recommendation can be made to the budget authority to use stipend funds for travel if necessary.

Review of Debate response to questions asked by committee (listed in bold below)

Please provide an itemization of the wages, M&O and Travel costs submitted on the budget proposal.

Are there other sources of funding available to the debate team (external grants, etc)?

How many students are taken to each debate?

How does a student go about joining the debate team?

The committee reviewed the submitted e-mail from both the budget authority and the support personnel put together based on what was spent already. The committee discussed that the account has already overspent their budget this year due to unexpected one-time events. Sheryl suggested that the committee could authorize this account to use reserves to cover the one time overage in debate of \$15,000 in travel costs to cover the national's cost for this fiscal year as well that is a first-time one-time event. The committee discussed their the option to fund this fiscal year's overage from reserve and recommend to the department that they request additional funding from Student Service Fees in the winter of 2012 that can be based on actual expenses and anticipated travel at that time.

Kim moved to approve \$15,000 in reserves for national competition overages from 11-12. Amber seconded allocation for this year. All members in favor no opposed; no abstained.

Review of 'flat' budget requests

All committee members reviewed each flat budget in the binders. Amber asked any committee member that would like to discuss an account to raise questions. The committee discussed Residence Life programming: it was stated that the department does not seem to market these two events to the entire campus but Sheryl advised that events like this are also to focus on getting residence to be a cohesive group to get them connected and retain them as residence and students and this is a nation-wide trend. Bradley advised that Residence Life also encourages people to bring guests to the event to get the word out.

The committee had no further discuss items for accounts with flat budgets submitted.

Kay motioned to approve all flat budgets; Kim seconded.

All members approved, no opposed; no abstained.

Allocation of funds

The committee considered any requests from FY13 that could be funded from FY12 reserves and three were found: \$10,000 one time software contract upgrades in Career Services, \$4000 to Learning Communities for educational support materials for both students and faculty/staff advisors, and \$4500 for the Talon for a pilot program that would create an app for the paper as well as update the paper's web publications. Sheryl indicated that these three items are all one-time purchases/upgrades and could be funded should the committee deem them fundable items.

Leann motioned to approve the three above listed items to be funded from the Student Service Fee reserve account; Kim seconded.

All members approved, no opposed; no abstained.

Leann motioned to deny the additional request for cheer and dance travel and recommend to the budget authority the account use some of the stipend money to cover costs and to deny the debate additional travel request with the recommendation that the budget authority return to the committee for additional funding in November or December 2012 based on actual anticipated travel; Amber seconded.

All members in favor no opposed; no abstained.

Amber invited committee members to name their top tier funding requests for discussion.

Kim submitted a request to change the original Counseling request from a full time professional to a 3/4 time professional and reduced the time requested for graduate assistants in her allocation. Leann and Kay indicated that their number one priority for funding is counseling services because of the safety and wellbeing

of the students. Bradley indicated it would be extremely valuable to students to have additional services. Sheryl advised this is also a part of the risk management plan for this campus as a whole.

Bradley moves to approve an allocation of \$52,345 over the FY12 budget for Counseling to pay for a ¾ counselor, graduate assistants and additional psychiatric services; Leann seconded.

All members approved, no opposed; no abstained.

Sheryl advised the committee that the President has ask the budget office to strongly consider creating merit pools for potential raises in January 2013. The committee was advised that a 1.5% merit pool would require an allocation of \$8,141 and a 2% merit pool would require an allocation of \$10,855. The committee discussed this allocation option and that it does not guarantee any individual an increase but would allow all funded individuals to be considered for an increase.

Bradley motioned to approve a 1.5% merit pool allocation, Leann seconded the motion.

All members approved, no opposed; no abstained.

Kim indicated that her top priority request would be an additional professional in Career Services and the committee discussed that it was second on all other lists. Kim motioned that the remaining funds of \$24,110 be allocated to Career Services so their full time employee can be reinstated; Amber seconded.

All members approved, no opposed; no abstained.

With excess FY13 funds allocated Leann motioned to approve all other budgets that had requested additional funding as 'flat' budgets to last year, effectively denying all additional funding requests not otherwise specifically discussed at the meeting; Kay seconded.

All members approved, no opposed; no abstained.

The committee discussed other accounts that did not receive funding and decided these should be placed on a priority list for additional funding should it become available. The committee discussed the requests that would be on this list.

Kim motioned to approve the below priority list for submission with the budget Leann seconded.

All members approved, no opposed; no abstained.

Priority list (in order) for additional funding should it become available

1. Co-curricular – additional funding for travel

2. Student publications – Fringe benefits for reinstated full-time employee – the committee would also invite this office to reallocate their funding to allow this reinstated employee and request additional M&O funds should they be necessary in FY13.

3. Student Activities & Student Life & Leadership – all priorities leaving funding at the discretion of the budget authority based on available funding

Amber adjourned the meeting at 4:50pm.

Respectfully submitted,

Bradley Pennington

2012-13 STUDENT SERVICES FEE BUDGETS

Account #	Title	2011-12 Adjusted Budget	Total Increase/ Decrease	2012-13 Proposed Budget
19-5001-06	AVP for Student Affairs	1,650	0	1,650
19-5010-06	AVP for Student Life	8,745	0	8,745
19-5316-06	Career Services	109,073	24,110	133,183
19-5305-06	Cheerleading and Mascot	40,104	0	40,104
19-5340-06	Co-curricular Fund	38,977	0	38,977
19-5100-06	Commencements	20,100	0	20,100
19-5500-06	Community Relations/Parent Relations	64,894	0	64,894
19-5312-06	Counseling and Testing	280,440	52,345	332,785
19-5307-06	Dance Team	21,680	0	21,680
19-5350-06	Debate Team	41,958	0	41,958
19-4405-06	Drum Line	1,500	0	1,500
19-6260-06	Emergency Management	13,750	0	13,750
19-5150-06	Enrollment Services Center	6,000	0	6,000
19-5200-06	Financial Aid Office	151,961	0	151,961
19-5380-06	Greek Life	65,387	0	65,387
19-5309-06	Internet Television Broadcasting	7,380	0	7,380
19-5315-06	Intramurals	84,713	0	84,713
19-5335-06	Learning Communities	25,413	0	25,413
19-5317-06	Patriot Center - Student Services Fees	34,600	0	34,600
19-4440-06	Patriot Orchestra	500	0	500
19-4406-06	Pep Band	1,500	0	1,500
19-5371-06	Residence Life Programming	3,000	0	3,000
19-5314-06	Student Activities	144,756	0	144,756
19-5320-06	Student Government Association	50,960	0	50,960
19-5319-06	Student Life and Leadership	203,186	0	203,186
19-5330-06	Student Publications	75,151	0	75,151
19-5000-06	Veteran's Resource Center*	37,540		81,760
	1.5% merit pool for funded salaries			8,141
	TOTAL	1,534,918	76,455	1,663,734

Estimated 2012-13 Student Services Fee Revenue \$1,663,734
2012-13 Budget Approved by Student Fee Advisory Committee \$1,663,734

* Veteran's Resource Center was funded for 6 months in FY12; FY13 above is 'flat' with 12 months funded

Approved: _____
Rodney H. Mabry
President

Date: _____

SFAC Recommended Priority List should additional funding become available for FY13

1. Co-curricular Fund
2. Student publications
3. Student Activities / Student Life & Leadership

The committee also recommends the Debate Team request additional mid-year funds if necessary based on actual anticipated travel.

