



## **Services and Activities Fee Committee Agenda**

**January 12, 2018**

### **1) Introductions & Attendance**

- a) Chris Ryckman, ASEWU Director of Finance - PRESENT
- b) Margaux Albright, Student-at-large - PRESENT
- c) Madi Casto, Student-at-large - PRESENT
- d) Denys Diaz, Student-at-large - PRESENT
- e) Nicole Schroeder, Student-at-large - ABSENT
- f) Emily Wilson, Student-at-large - PRESENT
- g) Samantha Armstrong, Student Accounting - PRESENT
- h) Sally Arel, EWU Budget Office - PRESENT
- i) Brock Sieb, Housing and Residential Life - PRESENT
- j) Kelley Cullen, Faculty - PRESENT
- k) Gaige Baisch – ASEWU President – Ex-Officio - PRESENT
- l) Stacey Morgan Foster, VP Student Affairs – Ex-Officio - PRESENT
- m) Toni Habegger, Chief Financial Officer– Ex-Officio - PRESENT

### **2) Review of Binders & Walk Through Purpose of the Committee – S&A Process**

- a) The S&A Committee walked through the binder/resources provided to help the committee accomplish their work. Guiding policies, RCWs, historical funding levels etc.
- b) Returners shared lessons learned:
  - i) Pay attention to what is sustainable.
  - ii) Pay attention to wage increases (exmp. Minimum wage)
  - iii) Your voice is important – encourage people to speak up
  - iv) Not funding is not personal. It is a matter of aligning resources with priorities.

- v) Important to have dissenting opinions and work through things together. It is ok to play devil's advocate.

### **3) Training with Toni & Stacey**

#### a) Stacey:

- i) VPSA Stacey Morgan Foster reviewed the S&A policies, governing guidelines and associated RCWs that guide the work of the committee.
- ii) Pay attention to requests where salaries and wages are present and focusing on requests that are directly tied to student activities programs, services etc.
- iii) All S&A meetings are subject to the open-meeting policy and must be advertised in-advance. Meeting minutes and agendas will be posted online and anyone is welcome to sit-in.
- iv) Stacey emphasized the importance of a robust and active student voice.
- v) If you have a conflict of interest (exmp. work for a department or serve with a program requesting money), it is important that you recuse yourself from the vote for that proposal.
- vi) Things that will be coming your way: How the S&A committee can continue to move forward support for the Multicultural Center. Paying attention to how requests for funding support services and engagement at EWU Spokane.

#### b) Toni:

- i) Toni will be at our next meeting to review #'s and answer questions regarding allocation levels.
- ii) Samantha will request a copy of Toni's PPT today to post in EagleSync and online for people to review S&A Fees.
- iii) Toni reviewed how fees are collected and how they are used/what is supported.
- iv) Toni emphasized that this committee is a funding body and does not having hiring/firing authority.

### **4) Selecting a Chair & Vice Chair**

- a) For student committee members, please consider whether or not you would like to serve in either of these positions and these positions will be selected at our next meeting on January 26<sup>th</sup>.

### **5) Meeting Schedule**

- a) We will be shifting our meetings to 12pm (most Fridays). Samantha will send out updated meeting requests.

**6) EagleSync Review**

- a) Committee reviewed proposals on EagleSync and how EagleSync will be used in the process of allocating funds.
- b) Committee decided to go paperless as much as possible. Documents will be uploaded under Files that guide the committee and serve as resources. Request forms will be reviewed by committee members prior to meeting and members will submit notes – questions, concerns, what they would like to explore with the committee under the “scoring” section of each form, prior to meeting to discuss the requests. Notes will not be used to communicate online with each other and only used as guides in meetings. Anyone can request copies of our notes on the submissions at any time.

**7) Adjournment Time: 1:37pm**