

Student Activity Fee Advisory Committee Minutes

Meeting Date: Wednesday, July 14, 2021
Meeting Place: Byrd Business Building Room 415

Meeting Time: 9:30 AM
Recorder: Miranda McHugh

Members Present:

Non-Voting:

Amber Brookshire
Director of Student Life

Jenna Welch
Student Life Coordinator

Miranda McHugh
Student Life Administrative Assistant

Carmen Nava
SGA President

Denese Skinner
VP of Student Affairs

Voting:

Josiah Raab
ESports Member

Elyi Martinez
HSA Member

Jose Pedroza
SGA Officer

Osyris Padilla
PTK Member

Dottie Crockett
Business Office

Pam Jackson
Club Sponsor - embrACe

Cassie Montgomery
Club Sponsor - Blue Blazers

Meeting Called to Order	9:34 AM
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Agenda Item	Information	Motion
Explanation of Student Activity Fee Advisory Committee process.	Amber explained to new members the process and policies for reviewing requests.	No motion needed.
Explanation of Club Reporting & Eligibility.	Amber explained the reporting requested by Student Life from club sponsors includes monthly reports and semester transcripts. Compliance with the reporting typically factors into the eligibility of the club to receive funds. However, for 2020-2021, compliance will not affect funding for the 2021-2022 year.	No motion needed.
Discussion of Fee Adjustments	Amber provided the estimated income of student fees for 2021-2022; \$244,150. This recieved through student fees of \$2.00 per credit hour.	
Approval of Travel Guidelines	To clarify a baseline, travel guidelines were discussed and needed to be approved before proceeding. Airfare coverage would include up to \$600 per flight per person. Hotel cost is \$25 per night per student and full coverage for sponsor hotel at a reasonable rate. Approval of airfare requests must be for destinations 415+ miles from Amarillo, TX. Otherwise, gas and van rental requests be approved, not airfare.	Dottie motions to approve guidelines as stated. Cassie seconds the motion. The motion carries.
Approval of Funding Board Budget Account deposits.	Account Deposits: Programming \$87,500 Leadership - \$12,200 Student Activities - \$20,000 Development - \$12,000 Travel Funds -\$84,350 Student Fee Advisory - \$28,100 (Covers supplies such as ink and paper, app)	Cassie motions to approve the deposits as listed; Dottie seconds the motion. The motion carries.

Development Requests	These are requests for student funds for club events.		Notes
AC Vocal Jazz	\$50 for Fall Meeting	Awarded \$50	\$50/semester for club meetings
AC Vocal Jazz	\$50 for Spring Meeting	Awarded \$50	\$50/semester for club meetings
AC Vocal Jazz	\$1,500 for Guest Clinicians	Awarded \$1500	Open to all students
ARC	\$2,500 for Scholarship Banquet	Denied Request	Not open to student body, not a student club
Bash Script Crazy	\$50 for Fall Meeting	Awarded \$50	\$50/semester for club
Bash Script Crazy	\$50 for Spring Meeting	Awarded \$50	\$50/semester for club
Bash Script Crazy	\$2,000 for USITCC Social	Awarded \$800	Will not fund photographer nor decorations. Asks that BSC use AC facility and request registration fee of other students attending.
Black Student Union	\$500 for Breaking Bread	Awarded \$500	Approved 10/26/2021
Blue Blazers	\$1583.04 for Uniforms	Awarded \$1583.04	
embrACe	\$50 for Fall Meeting	Awarded \$50	\$50/semester for club meetings
embrACe	\$50 for Spring Meeting	Awarded \$50	\$50/semester for club meetings
President's Office	\$500 for Honors Convocation	Awarded \$250	Request attempt to collect data from student attending
Hispanic Student Association	\$50 for Fall Meeting	Awarded \$50	\$50/semester for club meetings
Hispanic Student Association	\$50 for Spring Meeting	Awarded \$50	\$50/semester for club meetings
Hispanic Student Association	\$200 for EOY Party	Awarded \$200	\$500/semester for pinning & award ceremonies
Hispanic Student Association	\$200 for Hispanic Culture Month	Awarded \$200	Student Life will cover flyers and posters cost
Hispanic Student Association	\$100 for Cinco De Mayo	Awarded \$100	Student Life will cover flyers and posters cost
Music Makers	\$50 for Fall Meeting	Awarded \$50	Awarded on 9/7/2021
Music Makers	\$50 for Spring Meeting	Awarded \$50	Awarded on 9/7/2021
Nuclear Medicine	\$50 for Fall Meeting	Awarded \$50	\$50/semester for club meetings
Nuclear Medicine	\$50 for Spring Meeting	Awarded \$50	\$50/semester for club meetings
Nuclear Medicine	\$500 - Fall Pinning; \$500 - Spring	Awarded \$1000	\$500/semester for pinning & award ceremonies
Nuclear Medicine	500 for Guest Speaker	Awarded \$500	Open to all students
Phi Theta Kappa	\$1,320 for Club Clash	Awarded \$1,200	For all clubs
Student Government Association	\$50 for Fall Meeting	Awarded \$50	\$50/semester for club meetings
Student Government Association	\$50 for Spring Meeting	Awarded \$50	\$50/semester for club meetings
Student Government Association	\$2000 for Badger Banquet	Awarded \$2000	For all clubs
S K Infinity	\$50 for Fall Meeting	Awarded \$50	\$50/semester for club meetings
S K Infinity	\$50 for Spring Meeting	Awarded \$50	\$50/semester for club meetings
Student Media	\$50 for Fall Meeting	Awarded \$50	\$50/semester for club meetings
Student Media	\$250 for End of Year Award/Party	Awarded \$250	\$500/semester for pinning & award ceremonies
Student Media	\$720 for Morning Buzz	Awarded \$550	
TEACH Club	\$50 for Fall Meeting	Awarded \$50	\$50/semester for club meetings

TEACH Club	\$50 for Spring Meeting	Awarded \$50	\$50/semester for club meetings
Vocational Nursing Association	\$750 for Fall Pinning Ceremony	Awarded \$500	\$500/semester for pinning & award ceremonies
Vocational Nursing Association	\$750 for Spring Pinning Ceremony	Awarded \$500	\$500/semester for pinning & award ceremonies
Total for Development Funds	\$12,623	\$12,483	Remaining - \$90
Dottie motions for approval of funds	Osyris seconds the motion	Motion carries	
	Continued with Travel Fund Requests. Amber explained that with travel, Student Life will pay for one sponsor per eight students. Student hotels cover \$25 per student, per night. No student food covered; Sponsor meal rate is \$30 for tavel days and \$50 for full days. CAN pay for registration, plane tickets, bus.		
Student Travel Requests	These are requests for student travel.		Notes
AC Vocal Jazz	\$2080 for Greeley Jazz Festival	Awarded \$1,920	Adjusted for sponsor hotel.
Biology Club	\$5,800 for Lake Catherine, AR	Awarded \$4,040	Approved activities: Gardens, Crystal Trails & Mines, Kayaking; Asked that they consider only one crystal activity or one garden activity
embrACe	\$9,470 for New Orleans	Awarded \$9,470	
Hispanic Student Association	\$5,220 for San Antonio	Awarded \$4,730	Adjusted sponsor hotel and denied event supplies request
Intramurals	\$1,700 for Flag Football	Awarded \$1700	
Nuclear Medicine	\$7,910 for Society of NM Conference	Awarded \$7,760	Adjusted student and sponsor hotel.
Nuclear Medicine	\$860 for Ludlum Measuremnets	Awarded \$860	
Phi Theta Kappa	\$5,500 for Catalyst	Awarded \$5,500	
Phi Theta Kappa	\$1,200 for Leadership Conference	Awarded \$1,200	
Phi Theta Kappa	\$3,500 for Texas Regional Conference	Awarded \$3,500	
Sonography	\$4,000 for ESP Conference	Awarded \$4,000	
S K Infinity	\$70 for Lubbock Skate Park	Awarded \$70	
Student Government	\$1,200 for Spring Region Meeting	Awarded \$1,200	
Student Government	\$8,000 for APCA National Conference	Awarded \$8,000	
Student Government	\$11,500 for TJCSGA State Convention	Awarded \$11,500	
Student Media	\$3,300 for Mega Media	Awarded \$3,020	Added sponsor meals, adjusted for sponsor hotel.
Student Media	\$2,600 for Texas Comm College Association	Awarded \$2,600	
Student Media	\$4,160 for Tx Intercollegiate Press Association	Awarded \$4,140	Added sponsor meals, adjusted for sponsor hotel.

Not Used

Total Amount for Travel Funds	\$75,990	\$75,210	
Cassie motions for approval of funds	Pam seconds the motion	Motion carries.	
Student Life Van Purchase	Request to use rollover fees from 20-21 for purchase of travel bus		
	Discussion: Would it be exclusive to Student Life and its clubs? What are the currents quites/bids?	Tabled until more information is acquired	
Meeting Adjourned	12:10 PM		