**Western Washington University**

**Services and Activities Fee Committee**
**Meeting Minutes**

**Friday, May 12, 2023; 3:00-4:00 pm**

**Microsoft Teams/Old Main 340**

**Present:** Allison Mazurek, Janelle Grant, Brandon Locke, Brandon Denny, Lyd Haindfield, Sam Farmer, and Daniela Rodriguez.

Michael Sledge, Tulea Enochs, Jack Herring, Steve Brummel, Litav Langley, Rebecca McLean, Meagan McGinnis, Tim Fitzpatrick, Eric Alexander, Vanessa Blackburn, Caitlin Sommers, Lucy Caples, Taras McCurdie, Jannah Hinthorne, Adam Leonard, Linda Beckman, Nicki Purnell (recorder).

**Meeting began at 3:02 PM.**

Locke motioned to approve minutes from 5/5/2023.

Denny seconded motion to approve minutes from 5/5/2023.

Minutes from 5/5/2023 unanimously approved.

**Agenda Items:**

AS Budget Presentation – follow up questions.

DRAC Budget Presentation

Open discussion on allocation.

**AS Budget Presentation – Follow Up Questions:**

Lyd had additional questions post AS Presentation.

Some clarifications from Eric:

1. No one should do math in public.
2. These numbers are projections.
3. Budgeting without Raquel is an added challenge.
4. We are not here to question why operations exist.

Budget questions from Lyd:

For AS and ADEI: Why was requested used in the budget instead of actuals? Litav and Eric answered that both were shown during their presentations in the spreadsheet. Eric and Denny made minor edit to their spreadsheet.

Lyd wanted to clarify if Millennium projection with AS reserves was correct? Eric says it is.

Lyd asked why is the Outback Farm being cut back if there is a reserve structure in place? Eric said that that is misinformation – the Outback farm is not being cut. Answered that the Outback Fam is being used for next year’s budget – it will be put operationally through the Academic year into this budget, then the remainder will be spent out of reserves. Next year they will review how much was needed for the Outback Farm, then it will be partially funded by AS to whoever is destined to take it over.

Questions about grants and their relevance to the AS budget: is it true that AS uses reserves to fund new programming, which then expires, and is included in the S&A request later? Eric answered yes: that is sometimes true. Lyd wanted to clarify why AS comes to the table saying that “grants are running out” despite them being paid for out of reserves. Denny shared that these grants are on a limited timeframe – grants become non-operational when past the timeframe in which they are set.

Lyd says they are confused why those grants are self-funded: why is it the S&A’s job to cover? Why should we prioritize an increased budget when BOT wants us to maintain programming costs? Eric answered that S&A will sometimes ask for increased programming, but not all the time. Outdoor Center diversity training was a good example of this.

Lyd shared they were confused about the use of the word “programming” in this context. Eric answered that the word “programming” is used interchangeably between actual programming and employee stages.

Locke voiced concern that we have other matters to discuss, and that these questions were getting into the weeds. DRAC still needs to present, and these questions can be asked at a different time.

Lyd expressed that they do not feel comfortable taking a vote until these questions are answered. Lyd does not feel like AS budget accurately reflects what they’re asking for.

Michael clarified that we have a deadline by next Friday.

Locke shared that if we need to vote by next Friday, then we need to begin the DRAC presentation and discuss/ask questions about their budget.

Denny shared that it’s never a guarantee for the grant to get funded again.

Eric says in other areas we have made reductions. It is on AS to figure out their own deficit.

**DRAC Budget Presentation:**

DRAC 2024 Requested Budget is $1,180,664.

1. This is accounting for some positions that need to be paid out because there were some unaccounted-for hours.
2. Rebecca Mclean says faculty advisors for DRAC are part of tenured track and it is in service to the university. Vanessa gets paid by Vice Provost’s office – service as chair for student publications council.
3. Only two faculty get paid by service to DRAC.
4. DRAC has a few staff positions. Forensics coaches had to go through salary reclassification – they are now permanent staff and that is part of salary increases.
5. Meagan McGinnis and Rebecca McLean are paid for by DRAC. Majority student employees – 150 or so.
6. Four part time, one full time, the rest are students.
7. Western Front is only payroll costs at this point.
	1. Equipment and travel costs have been cost.
	2. Klipsun and Jeopardy are different magazines.
	3. Jannah Hinthorne explained that Klipsun story based/design magazine quarterly publication. Occam’s Razor is yearly academic undergraduate research. Along with The Planet and Jeopardy, that makes five different student publications.
8. Denny asked if reserves will be used. Lyd and Vanessa shared that they cannot be taking any cuts otherwise programming will be lost.
9. In years past DRAC budget has been consistently declining. Locke asked what the reason for the hole is: cost of living increases, printing costs, and theater costs along with student employees.
	1. Tim Fitzpatrick added to that list: there are rising costs for musicians, guest artists, license contracts, labor costs, wage increases. Theater and Music and Student Publications are the biggest spenders.
10. Denny asked if theater/live-performance attendance is going up. Tim says it is too soon to draw any conclusions.
	1. Sometimes robust audiences don’t mean breaking even on ticket sales.
11. One publication was pushed online due to rising paper costs but also, they lost add revenue.
12. Locke asked about fundraising and events.
	1. Tim says international travel requires fundraising, individual contributions, foundation dollars - does not rely on DRAC funding.
	2. Racing gets private sponsors according to Allison. Similar constituent areas also seek private sponsorship to lessen the burden on students.
13. Western Front is unlikely to return to a print publication.

Allison shared that next week can be for closing and additional questions.

Michael would like a group of folks to get together to discuss the 2024-2025 fee level, since we can now set tuition in October. Meeting will consist primarily of students but also staff.

* Poll for Friday May 26th meeting – or June 2nd. Lyd, Denny, Daniela, Sam Farmer, Locke, Allison all said they could be in attendance.

**Adjourn at 3:50 PM.**