

**Meeting Minutes: Spring Student Advisory Committee Training**

**April 24, 2025 (Via WebEx)**

**2:00 PM – 2:43 PM**

Attendees:

* + Committee Chairman- Fredrick Antwine- Present
	+ Committee Vice-Chair Woodrow McLendon- Present
	+ Staff Member: Andrew Gonzalez- Present
	+ Staff Member: Alexis Scott- Absent
	+ Student Rep: Andres Aparicio- Present
	+ Student Rep: Ayah Oraikat- Present
	+ Student Rep: Jesus Maneiro- Absent
	+ Student Rep: Alan Giron-Pineda- Present
	+ Student Rep: Rodrigo Mendez Santos- Present

 \*\*Opening Remarks\*\*

 The meeting addressed spring training for committee members, discussed allocation caps for RSOs, and outlined the funding process and deadlines.

* Meeting focused on spring training for committee members, with no major updates on training.
* Allocation caps for Registered Student Organizations (RSOs) discussed for the upcoming fiscal year.
* Training covers definitions, policies, member responsibilities, and funding guidelines.
* Student Fee Advisory Committee (SVAC) ensures open meeting requirements and public access to records.
* Funding allocation process outlined, including allowable and non-allowable expenses.
* Maximum allocation cap set at $1,500 for organizations; reduced initial funding for non-compliant organizations to $150.
* Next meeting scheduled for May 8; allocation requests due by May 1 at 5:00 PM.

Action Items:

* Submit a marketing request to publicize the allocation review meeting on May 8th.
* Ensure that allocation request forms are due by May 1st at 5:00 p.m.
* Encourage RSO advisors to have either an advisor or student leader present during the budget review meeting to justify their requests.
* Update the RSO advisors about the established cap of $1500 for allocations.