**Student Fee Advisory Committee Fall Reallocation Planning Meeting**

**Wednesday, September 24, 2025; SCC 237**

**Fiscal Year 2026 Meeting Minutes**

**Invitees:**  Matthew Newton, Jay Theiss, Nicole Keenan, Nina Nichols, Al Dorsey (non-voting), Kelly Schrader (non-voting), Isela Jaimes (non-voting), Roberto Portillo, Ching Chun Chang “Rowan”, Anna Webster, Mayli Marroquin, R. Coltrane Senn

 5 student members, 3 staff, and 3 non-voting members were all in attendance. *Jay Theiss was not present, but he continues to be member of the committee.*

Attendees: Meeting starts, 3:05 P.M.

1. **Welcome, Roll Call, Overview of SFAC, Roles & Responsibilities, Members**

The office of Student Life is funded by the student activity fees that are collected from students each semester.  Student activity fee funds are used to support all campus activities that involve or benefit students and are allocated each year by the Student Fee Advisory Committee (SFAC).  The SFAC functions at each LSC campus based on [Texas Education Code §54.503](http://www.statutes.legis.state.tx.us/Docs/ED/htm/ED.54.htm) and LSC system policies.

**Funding Source**: The office of Student Life is funded by student activity fees. (Enrollment impacts funding.)

* **Purpose**: Funds are used to support campus activities involving or benefiting students.
* **Annual Allocation**: The SFAC allocates these funds each year
	+ This includes: Student Life Operating Funds, Salaries and Benefits, Clubs & Organizations (RSOs), Intramurals, Recreational Sports, Travel and official functions.
* **Membership**: The committee includes 9 members comprising of 5 students and 4 faculty/staff.
* **Meetings**: SFAC meetings are scheduled throughout the academic year and details are posted on the respective campus SFAC website.
	+ Additional meetings may be scheduled to review additional fee requests or in the creation of new clubs.
1. Roll Call-

-All members introduced themselves

1. Membership & Vacancies
	1. Currently Jay Theiss is on sabbatical and will not return, we are currently working with Dr. Gonzalez and VPI Baty to appoint another faculty member.

-Jay Thesis was unable to attend today’s meeting but continues to be a member of the committee.

1. **FY 26 Allocation Recommendations; Purpose of the Meeting today**
	1. We met in the Spring (April 10.2025) to discuss distribution of funds for FY26
		1. $543,870 amount did not change but the allocations did
	2. Meeting today to discuss new clubs, changes in the budget from April, student fee requests, and upgrade to Student Life position

-Discussed and reviewed distribution of funds and process for extra funds not used by clubs.

-Majority of club funds are used for travel.

-Discussed new position being reclassified from Specialist III to Coordinator II. Salary will not impact club budgets. All committee members present agree to upgrade position.

1. **New Business: Pre-Approval of Budget**
	1. New Clubs- All new clubs will receive $250

-Reviewed 25-26 active and inactive clubs and their previously approved budgets.

-Recreation Sports has all teams this year.

-Discussed and all members approved $550 for Foosball Club, $550 for College Democrats, $590 to Cayote Card Club, and $25,000 for Respiratory Care Club

* 1. New Fee Requests- review new request

-All clubs needing additional funding MUST submit a Fee request form. (Email Al for the form.)

-Al will meet with Student Engagement Council to discuss reviewal of Fee Request form. Make changes to the form that align with new budget codes.

1. **Adjourn**

-Meeting ends, 3:41 P.M.