**Student Fee Advisory Committee (SFAC)**

**Meeting Minutes**

**Monday, May 14, 2018**

**10:30 a.m. – SC 206**

Committee Members Present:

Lisa Cordova (Chair) Becca Stephenson (Co-Chair) Susan Allen

Belten Langmia Catherine Zakes

Committee Members Absent:

Lisa Schulze Huong Dang Kierra Washington Jacqueline Rudison

Student Life Staff Present (non-voting):

Dan Mitsven

Meeting called to order at 10:30 a.m.

1. **Overview of budget expenditures for FY18** – We are in good shape, we spent conservatively this year and will have enough funds to spend throughout the remainder of the year. There’s enough to cover needs for the beginning of fall semester. The committee was asked to look at the current budget and if they would like to see funds shifted to cover needs that have been unmet. The club budgets were managed very well by Student Life. Some clubs did not need as much money and did not spend what was earned. Clubs were advised to spend throughout the year and not wait until end of the year to spend. One comment was that there should be more spent to promote club sports and recreational sports so that students are more aware of what’s happening. (see attached document)
2. **S.A.F. Fund Balance, next 3 years** –The System Office is finally releasing money from the Fund Balance. The Fund Balance was built up since the inception of the Student Activity Fee, from funds left unspent at the end of each fiscal year. The System Office has determined that they are not able to determine which campus the Fund Balance money actually comes from, so they decided to divide it according to the current enrollments at each campus. North Harris will receive $45,000 from the fund balance for the next 3 fiscal years. We are doing well for the next three years but after that we will face some challenges. Mitsven recommended focusing these funds on larger equipment/renovation purchases instead of feeding it into regular operating dollars, as this money will dry up after 3 years. Recreational Sports is requesting to purchase lockers, exercise equipment, and possibly replacing the floors in some areas. The Student Center is requesting to replace the furniture and painting of the Center next year.
3. **LSC Club Sport Conference** – Collecting the funds from the other campuses was a nightmare, therefore after extensive discussion, it was decided at the System level to take the funds off the top per campus to fund the sports conference. This includes funds for the conference, referees, snacks, transportation, and all other club sport conference needs. LSC does not have NJCAA sports, but we compete in club leagues with several other colleges in the Houston metropolitan area. Allen moved to approve the $8,000 for the LSC-North Harris portion of the budget. B. Langmia seconded. Motion passed unanimously.
4. **Budget Recommendations** – One group did not make the deadline to submit budget requests. Without knowing which group, committee members discussed whether or not they should consider the proposal. Ultimately, the committee decided to consider it**.** Mitsven suggested that the committee hear from each of the line-item budgeted groups requesting funds, then consider the proposal for base Student Life “core operations” before allocating funds to the requesting groups. Core operations include items such as salaries/benefits, leadership development, RSO earned funds, Student Center/Student Life operations, professional development and student programming. Mitsven shared that his proposal for core operations, leaving the requesting parties flat from FY18 to FY19, if approved by the SFAC, would leave a surplus of $29,844 to be allocated out. Committee agreed that this was the best way to proceed. Mitsven presented proposal of the core operations budget. Committee discussed and approved unanimously. (see attached document)

Proposals for line item budgets from the following were presented to the committee:

* 1. Phi Theta Kappa – Requested $29,638 – Feedback from the committee was that the group is traveling too frequently and with too many students. Opinion was shared that while the organization brings value to the college, there is not the belief that there is a very large group of actively engaged members. PTK is one of the few organizations that has a built-in revenue stream (self-reported at $6,200), plus they have opportunities to earn up to $1,200 through RSO funding and can do fundraisers. Committee discussed adjusting the budget by $2000 to go toward supplies and travel. Langmia moved to approve their budget at $13,008. Stephenson seconded. Motion passed unanimously.
  2. Recreational Sports – Requested $84,500 – All but $546 of the increase from that received in FY18 to that requested in FY19 is for equipment upgrades. $14,000 of the requested increase is for lockers in the men’s student locker room, and $6,000 is for the purchase of a new treadmill. Committee agreed that both of the needs are urgent. Stephenson moved to approve the Rec Sports budget as requested, at $84,500. Allen seconded. Motion passed unanimously.
  3. Women’s Resource Center/Diversity Initiatives – Requested $19,500 – The budget in the current year shows that much of the student worker salary account has gone unspent because C. Boyd has utilized College Work Study to help cover the office, saving salary funds in the account. Committee discussed shifting funds for FY19 to continue this model of staffing, while freeing up funds to spend in the services/supplies lines. Mitsven shared that there are funds from a donor held at the LSC Foundation that have been offered to C. Boyd to support travel to student diversity conferences. So far that money has not been spent. Stephenson moved to leave $5,000 for salaries, $150 for benefits, and shift $4,350 to the supply account, totaling $10,150. Allen seconded. Motion passed unanimously.
  4. Student Ambassadors – Requested $14,008 – This is an increase of $1,200 from the previous year. The funds would be used to restore Student Ambassador scholarships to the level that they were at before auxiliary funds were axed a few years ago. Allen moved to approve the request at $14,008. Langmia seconded. Motion passed, with Stephenson (Student Ambassadors Advisor) abstaining.
  5. Student Government Association – Requested $11,604 – This was a decrease from the amount funded for FY18. Mitsven recommended funding only ½ of the Faculty Advisor stipend, as SGA officers tend to go to the Staff Advisor anyway. Additionally, they can earn up to $1,200 through the regular RSO earnings process. Stephenson moved to approve the request at $11,604. Zakes seconded. Motion passed unanimously.
  6. North Star News – Requested 5,300 – Committee was concerned about funding the request because the group has not followed guidelines of publishing at least 3 times each fall and spring semester if they want to be considered for line-item budgeting, maintaining office space and equipment in the Student Center, awarding editor scholarships, and being eligible for advisor stipends. Committee seriously questioned the value of the paper and the level of demand that the student body at this campus has for a student newspaper. They also questioned why the paper is covering very little campus news, stating that there are plenty of easily accessible news sources via the Internet for local, regional, and national news. That said, committee members decided to offer one final chance for North Star News to make it work. Zakes moved to approve funds solely for printing 6 issues at $500 per issue, for a total of $3,000, with the understanding that they still have some funds remaining in their Fund 50 account, have the ability to generate advertising revenue, and can earn up to $1,200 from RSO earnings. Stephenson seconded. Motion passed unanimously.

(see attached summary of requests and actual requests submitted)

This left a total of $7,448, which was added back into the programming money in core operations.

1. **Recommendation for Fee Amount** – Mitsven presented comparisons of student fees at comparison colleges as well as universities in the area. Rationale for and against raising the fee were presented and discussed. The fee has never changed from its original level of $2/credit hour. Adjusting for inflation, the fee would need to be $2.79/credit hour to have the same buying power that it had at its inception. Allen moved to approve to increase the Student Activity Fee by $1 per credit hour, for a total of $3.00, Langmia seconded. Motion passed unanimously. (see attached document)
2. **Elect SFAC Chair for 2018-2019** – Allen moved to re-elect Cordova as Chair. Langmia seconded. Motion passed unanimously
3. **Adjournment** – Allen moved to adjourn. Stephenson seconded. Motion passed unanimously. Meeting adjourned at 3:55 p.m.