

Incidental Fee Committee
Minutes

Meeting # 1
November 10, 2014 6:00pm
Location: Columbia Room, Werner University Center

1. Introductions

Meeting is called to order at 6:01 pm by Corbin Garner, ASWOU President.

IFC Members: Miguel Sanchez, Tori Stutzman, Carter Craig, Vikas Sharma, Rachel Ammons, Evelyn Garcia, Jessica Hand, Quinn Forner, and Allison Cook.

Advisors: Darin Silbernagel, Director of Business Services; Gary Dukes, Vice President for Student Affairs; and Eric Yahnke, Vice President for Finance & Administration.

Area Heads: Michael Freeman, ASWOU; Meg Artman, Student Media; Chelsee Blatner, WUC/SLA; Keller Coker, Creative Arts; Rip Horsey, Campus Recreation; and Barb Dearing, Athletics.

Other Representatives: Corbin Garner, ASWOU President; Brandon Neish, Budget Office; Justin Ross, ASWOU Senate; Zach Moffatt, ASWOU Senate President; Glen Harris, Athletics; Jessica Freeman, ASWOU Senate; Jenesa Ross, ASWOU Judicial Administrator; and Alyssa Chiampi, ASWOU State & Federal Affairs/USSA Rep.

IFC Secretary: Adela Aguilar

Not Present: Malissa Larson, Access; Ingrid Amerson, Childcare; Mary Ellen Dello Stritto, Abby's House; Debbie Diehm, Plan-it-Wolf/Wolf Ride; and Adry Clark, Service Learning & Career Development.

2. Declaring conflict of interest

All IFC members are asked to state any potential conflicts of interest.

Allison Cook – Campus Recreation, and Athletics.

Quinn Forner – No conflicts of interest.

Jessica Hand – Involved in a few clubs.

Evelyn Garcia – involved in a few clubs.

Rachel Ammons– No conflicts of interest.

Vikas Sharma – Co-President of Model United Nations.

Tori Stutzman – Student Media, and Student Leadership & Activities.

3. Scheduling meetings for Fall term

The Committee members and other attendees discuss alternative meeting times.

Darin Silbernagel notes that, ideally, the committee would have a retreat and meet at least twice before the end of the term.

The Committee asks that the acting Chair, Corbin Garner, send out a whenisgood.

4. **Scheduling IFC retreat**

Corbin Garner explains that the IFC needs to schedule a retreat in order to go over rules, and the overall process. The retreat is typically a few hours and has, on occasion, occurred during the weekend.

After discussing availability the Committee decides on Saturday November 15 at 7:00am. The meeting will occur in the Columbia room and it will be necessary to use the entrance between Little D and the Santiam room. The retreat will be an official meeting where the Chair will be elected.

5. **Nominating the IFC Chair**

Jessica Hand nominates Evelyn Garcia; Evelyn declines.
Evelyn Garcia nominates Jessica Hand; Jessica declines.
Jessica Hand nominates Vikas Sharma; Vikas accepts.
Jessica Hand nominates Miguel Sanchez; Miguel declines.
Jessica Hand nominates Tori Stutzman; Tori declines.
Jessica Hand nominates Rachel Ammons; Rachel declines.
Jessica Hand nominates Quinn Forner; Quinn accepts.
Jessica Hand nominates Carter Craig; Carter declines.

Jessica Hand and Rachel Ammons offer to help the Chair with IFC.

6. **Extraordinary Travel Subcommittee**

Corbin Garner informs the committee that an extraordinary travel request has been submitted and therefore the appropriate subcommittee should be appointed to address it.

Due to Incidental Fee Steering Committee changes there are 3 suggested subcommittee groupings;

Student Union Activities – Werner University Center, Student Leadership Activities, Student Activities Board, & Campus Recreation.

Educational, Cultural, & Student Government Activities – ASWOU, Child Care, Access, Wolf Ride, Abby's House, Service Learning & Career Development, Plan-It Wolf, Creative Arts, & Student Media.

Athletic Activities – Athletics, Media/Outreach, & Extraordinary Travel.

Jessica Hand suggests setting all the subcommittees. Eric Yahnke suggests breaking up the Educational, Cultural, & Student Government subcommittee. After further discussion among Committee members there is a consensus to split the subcommittee.

Jessica Hand moves to create four subcommittees;

1. **Student Union Activities** – Werner University Center, Student Leadership Activities, Student Activities Board, & Campus Recreation.

2. **Educational, Cultural, & Student Government Activities #1** – ASWOU, Access, Wolf Ride, Plan-It-Wolf, and Service Learning & Career Development.
3. **Educational, Cultural, & Student Government Activities #2** –Child Care, Abby's House, Student Media & Creative Arts.
4. **Athletic Activities** – Athletics, Media/Outreach, & Extraordinary Travel.

Vikas Sharma seconds the motion. Seeing no further discussion the motion moves to a vote. Motion passes 9-0-0.

Corbin Garner asks Committee member to rank the subcommittees they would like to serve on as well as note if they would like to chair any of them. Barb Dearing asks that students wanting to serve on the athletics subcommittee have an accounting background due to the complexity of their budget.

Gary Dukes suggests that perhaps the whole Committee could review the extraordinary travel request. Seeing no dissent the Chair entertains a motion for a recess, allowing time for the requestor to arrive at the meeting.

Vikas Sharma moves for a five minute recess. Evelyn Garcia seconds the motion. Seeing no discussion the motion moves to a vote; motion passes 9-0-0. The Chair asks that the Committee reconvene at 6:46pm.

The meeting is call to order at 6:50 pm. Corbin Garner announces the subcommittees:

- 1 **Student Union Activities** – Miguel Sanchez (Chair), and Quinn Foster.
- 2 **Educational, Cultural, & Student Government Activities #1** – Tori Stutzman (chair), and Carter Craig.
- 3 **Educational, Cultural, & Student Government Activities #2** –Rachel Ammons (Chair), and Evelyn Garcia.
- 4 **Athletic Activities** – Vikas Sharma (Chair), Jessica hand, Allison Cook, and Darin Silbernagel (Advisor).

ASWOU Senate President Moffatt will appoint Senators to subcommittees at a later date.

Extraordinary Travel Request - \$1,000 for Alyssa Chiampi, United States Student Association (USSA) travel.

Jessica Hand asks for some information in regards to what USSA does. Alyssa Chiampi answers that WOU does not have a direct membership so it is the first time there is a WOU student on the board. Alyssa brings back all her USSA experience to ASWOU to assist with lobbying and other events. USSA is currently working on tuition affordability, sexual assault prevention, and State of Emergency.

Senator Ross notes that the Oregon Student Association voted to secede from USSA due to lack of benefits. Alyssa confirms that is correct but will not take into effect until the following year and she must continue fulfilling her duties.

*Advisor
Gary Duke*

Jessica Freeman senator

Alyssa adds that she has exhausted all other potential funding sources and that the \$1,000 request is for two trips; a previous trip from September and the November trip). Gary Dukes clarifies that funds may not be requested for past trips; the request is reduced to \$500.00.

Jessica Hand asks the Committee to keep in mind that the extraordinary travel fund is only allotted \$6,000. Darin Silbernagel adds that it has been common practice to fund a portion of a request as opposed to the full request.

Quinn Forner inquires whether Alyssa would be able to travel to the board meeting in the request were to be partially funded. Alyssa responds that it would depend on the amount granted but \$250 would not be enough. Quinn Forner then asks for clarification of the direct benefit to WOU from Alyssa attending the board meeting. Alyssa notes that she is a direct resource to WOU and has had the opportunity to lobby both Merkley and Wyden.

Upon further discussion, Jessica Hand moves to allocate \$400.00 towards Alyssa Chiampi's request. Vikas Sharma seconds the motion. Seeing no discussion the motion moves to a vote. Motion passes 7-2-0.

7. Adjournment

Vikas Sharma moves to adjourn. Evelyn Garcia seconds. Seeing no discussion the motion moves to a vote. Acclamation is called. Seeing no dissent; motion passes. Meeting adjourns at 7:14pm.