

Incidental Fee Committee  
Minutes

Meeting # 7

January 26, 2015 5:30pm

Location: Columbia Room, Werner University Center

**1. Call to Order**

The meeting is called to order at 5:33pm by Quinn Forner, IFC Chair.

**2. Roll Call**

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

**Advisors:** Darin Silbernagel, Director of Business Services; and Gary Dukes, Vice President for Student Affairs.

**Area Heads:** Michael Freeman, ASWOU; Debbie Diehm, Plan-it-Wolf/Wolf Ride; Rip Horsey, Campus Recreation; and Mary Ellen Dello Stritto, Abby's House; Ingrid Amerson, Childcare; Patrick Moser, WUC/SLA; Adry Clark, Service Learning & Career Development; Meg Artman, Student Media; Malissa Larson, Access; and Barb Dearing, Athletics.

**Other Representatives:** Brandon Neish, Budget Office; Lenore Eliassen, Creative Arts; Zach Moffatt, ASWOU Senate President; and Glen Harris, Athletics; Jenesa Ross, ASWOU; Justin Ross, ASWOU; Corbin Garner; Hector Virgen-Marquez, ASWOU; Amanda Ditzhazy, Athletics; Nicole Anderson, Athletics; Emmi Collier, Athletics; Randi Lydum, Athletics; Jacob Whisler, Athletics; Amanda Evola, Athletics; Kellen Walker, Athletics; Iain Dexter, Student Media; Jack Armstrong, The Journal; and Arne Ferguson, Head Football Coach.

**IFC Secretary:** Adela Aguilar

**Not Present:** Evelyn Garcia, IFC Member; and Keller Coker, Creative Arts.

**3. Approval of the agenda**

Quinn Forner reminds the Committee that budget discussions should be happening within the IFC meetings. Jessica Hand notes that budget discussions are allowed as long as quorum is not met. Gary Dukes reiterates that budget discussions should be happening within the meetings, especially when discussing potential decreases. It is, however, acceptable for IFC Members to speak with students about the fee.

Vikas Sharma moves to open the agenda. Rachel Ammons seconds.

Rachel Ammons would like to add, under new business, 7.2 discussion on final decision meeting.

Vikas Sharma would like to add, under new business, 7.3 discussion on open hearings.

Rachel Ammons moves to approve the agenda (with additions). Miguel Sanchez seconds. Acclamation is called. Seeing no dissent, motion passes.

#### **4. Approval of the minutes**

Miguel Sanchez moves to approve the minutes. Allison Cook seconds. Motion passes 7-0-0.

#### **5. Reports**

##### **5.1 Subcommittees**

#### **6. Old Business**

#### **7. New Business**

##### **7.1 Budget Presentations for Access, Athletics, and Student Media.**

###### **Access – Malissa Larson**

Budget Worksheet was included in the packet.

Questions:

Malissa Larson mentioned an increase to accommodate a very involved student. Jessica Hand inquires whether the increase will be sufficient to meet the needs. Malissa responds that she is hoping it will. It will depend on the number of activities and if other students become more involved as well.

Malissa encourages the Committee to contact her with any questions.

###### **Athletics – Barb Dearing, Randi Lydum, Glen Harris, Jacob Whisler, Kellen Walker, Nicole Anderson, and Emmi Collier.**

Budget worksheets and enhancement requests were included in the packet. Barb Dearing also provided a handout.

Questions:

Vikas Sharma points out a mathematical error on the ‘Scholarship Student-Athletes Fact’ slide (additional handout).

Justin Ross asks why the enhancement request for the volleyball nets is being presented solely to IFC when classes utilize the nets as well. Randi Lydum answers that the academic part does contribute funds to replace equipment but also notes that the athletics dept. also has higher standards for certain equipment.

Vikas Sharma asks whether the enhancement request for the football comm system could be paid in installments rather than all at once. Randi Lydum responds that it may be a possibility but she wasn’t sure how that would work. Darin Silbernagel add that capitalized leases are not an option; it would depend on the contract. Randi Lydum adds that the previous comm set has been in use for over a decade. Barb Dearing notes that the comm set had not previously been on a cycle because they were not about the capitalized dollar amount.

Corbin Garner asks if the computer enhancement request is permanent and what the plan is in terms of computer replacement. Randi Lydum explains that none of their computers are on a replacement cycle even though everyone needs a computer to accomplish their jobs. Their intention is to get through the first cycle

of replacements and then see what the University/IFC is doing in terms of computer replacement.

Jessica Hand asks how the department intends to obtain the required equipment if the enhancements are not approved. Randi Lydum answers that they, as a department, would need to make cuts wherever possible to fund the required equipment. Travel parties and methods of transportation would be reviewed. She notes that cutting travel sizes would decrease student opportunity and using busses instead of flying may require NCAA waiver as students would miss additional school days.

Carter Craig asks if student wages would be cut to fund the comm set. Randi Lydum responds that cuts would be to any area where possible, including wages. She adds that the comm set is critical; not having it would not only create a competitive disadvantage but also a safety concern.

Jessica Hand asks if athletics is seeking out new sponsors. Randi Lydum responds that they are always on the lookout for new sponsors. As a department they can only fundraise so much money but they do their best. She adds that their annual auction tends to bring in between 60-80K. Barb Dearing adds that they had to sponsors who rescinded a total of 10K for the auction; they are actively searching for replacement sponsors. Jessica hand also notes that the budget worksheets show an 11K decrease in revenue and asks why that is. Brandon Neish explains there was game guarantee revenue deposited but the expense was increased by the same amount.

Miguel Sanchez asks how the fundraised funds are distributed within the department. Randi Lydum responds that all individual team fundraisers go to their respective team. She adds that the auction funds are distributed fairly evenly with sports participating fully. Fundraised dollars go towards scholarships. Barb Dearing adds that coaches must, by contract, fundraise 10% of their salary.

Jessica Hand asks for clarification of the two personnel components currently being funded by other sources that are being requested of IFC. The dept. is asking for funding for the athletic training student interns and to move the team physician fee out of the lottery fund.

### **Student Media – Meg Artman**

Budget worksheets and enhancement requests are included in the packet. Meg also provides a handout.

Vikas Sharma asks if The Journal is only distributed on campus and whether the mobile app for KWOU has already been obtained. Meg Artman responds that The Journal is distributed to local businesses and that, yes, the mobile app has been developed.

Barb Dearing noted that the Student Media enhancement requests were estimated at a \$1.50 increase per student and asked if that was per term or annual. Meg clarified that the \$1.50 increase was per term.

Meg receives kudos from attendees in regards to having a great paper as well as a concise presentation.

### **7.2 Discussion about final decision meeting**

Rachel Ammons reminds the Committee that she will be unable to attend the final decision meeting (February 12) and asks if rescheduling is a possibility.

It is determined that the final budget is due to the State Board of Higher Education the first week of April. This means the IFC process needs to be completed by dead week. Darin Silbernagel cautions that delaying the process could become an issue if joint resolution is needed.

Jessica Hand suggest that the final decision meeting could take place the following Monday (February 16) if Evelyn Garcia is available. Rachel Ammons could make it to that meeting. The Committee tentatively sets aside February 16 for the final decision meeting; pending Evelyn's availability.

Ingrid Amerson asks if the February 16 meeting would replace the February 12 meeting. Jessica Hand reiterates that the meeting date is pending but also suggests it may be prudent to keep both. February 12 could serve as an open hearing debrief.

### **7.3 Discussion about open hearings**

Vikas Sharma would like to discuss setting speaking time limits for open hearings. Corbin Garner notes that the previous year's limits were 3 minutes per individual and 5 minutes for groups.

Jessica Hand suggests taking an interactive approach to open hearings in order to allow more discussion of the preliminary decisions. She suggests breakout sessions in which each Committee member could lead a group discussion/have a list of questions. Rachel Ammons expresses the concern that they may miss out on valuable information by approaching the matter individually. Jenesa Ross notes the importance of ensuring there is an official record of the breakout sessions as per Oregon Public Meeting Law. Rip Horsey suggests the Committee could break out in subcommittee groupings as opposed to individually. Justin Ross notes that the Committee members may receive negative feedback and asks if the Committee members are comfortable with that. Jessica Hand responds that the Committee should be comfortable discussing any decisions made.

Jessica Hand, Vikas Sharma, and Carter Craig agree to put together a list of questions for the breakout sessions. The Committee agrees to discuss the topic further at the next meeting.

Quinn Forner received a request from child care that he would like Committee input on. Child care would like to have their student parents present towards the beginning of an open hearing as it can be difficult for children to sit quietly for long periods of time. Ingrid Amerson notes that she understands that it is preferential treatment but the student parents would be incredibly appreciative of the opportunity. The Committee decides to grant the request for the Thursday February 5 open hearing.

Brandon Neish reminds everyone that he set up a website where people can create their own proposals in regards to the fee. He adds that the page will not auto save so people need to be sure they jot down their numbers before closing the window; an e-mail was sent out via the list serv as well.

#### **8. Adjournment**

Allison Cook moves to adjourn. Miguel Sanchez seconds. Acclamation is called. Seeing no dissent, motion passes; meeting adjourns at 7:33pm.