# SFRB

# Meeting Minutes

February 16, 2015

1. Call to order

Lance Li Puma called to order the regular meeting of the Student Fee Review Board at 5:10PM on February 16, 2015 at LSC Room 304/306.

1. Roll call

Lance Li Puma conducted a roll call. Everyone is accounted for.

1. Gallery Input- None
2. Presentations

Interpersonal Violence Response and Safety (WGAC)

* Kathy: Hello. I’m the Director at WGAC. We are the entity that inherited the IVRS Fee. Kacey and Carl are employed by our fees, which is partly why they are here today.
* Kacey M: Hello. I am a victim advocate, which basically means among other things that I provide direct help to survivors.
* Carl: Hello! I’m in charge of some other areas, including Men in the Movement and the Men’s Project.
* Kathy: Both also do a lot of other things. They co-teach for fraternity/sorority life. So I’ve been told to keep it brief, and I will do my best. We have to go back into the history and recognize that we started off a student-driven entity. One of the biggest asks of the students was to have victim advocacy. And we wanted more than response as a goal; we wanted safety (preventative) and to engage everyone. Our programs include the Red Whistle Brigade, Victim Advocate Team, Understanding Rape Culture in Fraternity/Sorority Life (formerly GASA). We also hold programs and workshops throughout campus—a ton of them.

As far as additions: We need more peer educators because student advocates are being asked more and more to come into places, but at a higher capacity than we can serve. Also we were accepted into a national organization—so students were invited to attend and present at a national conference. We also met with all the athletes and did understanding consent with them, which was over 300 people. As you know, we now have additional space in the LSC, and we currently have no student staff. And last year I didn’t want to ask for student staff because I didn’t know when we were going to open. I wanted the need before we asked for funding.

The usefulness of the continued increase in fees can be seen in the VAT statistics, because we have had the resources to do what we need to. We went from helping 75 survivors in 2011 to 118 survivors in 2014. And we have had an increasing number of returning users, which is unusual. The VAT calls are a really big deal to people who are in a crisis, and so that line being supported is important. The reach that we have, as you can see from the VAT volunteer statistics, is huge. The numbers there don’t even include the athletes we did the programs with. For our division of student affairs, we are acknowledged by our colleagues for a program we did for Fraternity/Sorority life.

* Carl: We have seen a pretty steady increase in Men in the Movement participation. I’m excited about the future.
* Kathy: Definitely. So, to the numbers. You can see the mandatory 2% increase in front of you. We have 10 peer educators at 5 hour per week and 8 peer educators for the summer. We want to increase peer education hours, and what’s not reflected there is the needed staffing for the center downstairs because I didn’t put it in. The rest is just continued programming, and some of the costs have gone up.

Talking about Reframe: Some of you may know about this, but I’ll explain more. Reframe is a campus-wide campaign to reframe the conversation around sexual violence, relationship violence, and stalking. We are asking for CSU to have a local campaign that makes more sense than having the wider governmental one that is being urged by President Obama, because students can relate to a local one more. We’ve gotten a lot of one-time funding from offices across campus, and so we know that is going to be a big cost going forward to keep Reframe going.

Budget numbers: We will start with the salaries. Salaries are the bulk of it and take the biggest hit. We’re focusing on the 2% while still trying to be student driven. The Assistant Director has a question mark next to it on the slide because hopefully it won’t be funded in our budget anymore and the SFRB won’t have to absorb that anymore. That 20% part it will shift to the student positions downstairs.

* Questions:

Rioux: Are you looking at one full time position for those students? How many hours?
*Answer: 40 hours. The way we are talking about hiring students is Merit Based Work Study. We are maximizing more for the dollar. I’m hoping to hire about 6-7 positions, because we have to have student staff.*

Dwane: You have a line item for travel around $7,000; you hit $6,000 and want another $1,000 increase? What does that cover and what does the increase cover?
*Answer: We have had extra rollover to find a student to an annual conference. We don’t want them to pay out of pocket so we cover the cost. Again, with our students going to the national conference, we need that addition.*

Conor: In materials and supplies, you were approved for $15,000 and are projecting $20,000. What is that for?
*Answer: Reframe. So far this soft rollout big kickoff will begin for Ram Orientation and into the fall. It’s costing us about $26,000 to kick it off.*

Rioux: Materials and supplies calls for 30,000. Before it called for about $22,000. What is that for?
*Answer: Reframe. We’ve been too reliant on other offices, and it is too important of a campaign to not build it in and sustain the messaging.*

Conor: Again to the Mandatory Increases—would the $21,000 there cover that Reframe?
*Answer: No, it does sexual assault awareness only. Very little, if any, would go to Reframe.*

Lance: Could you walk us through marketing strategy for Reframe?
*Answer: Sure. We are working with others for that because that’s not our strength. We have worked with Colleen and Del-Ray and said, “This is what we want to do, so how do we get there?” Looking through the booklets, we wanted those as a soft rollout. We wanted it in people’s range. Not knowing what it is kind intentional, and will do more during the Women’s Conference and Sexual Assault Awareness Month. The pie chart will turn into a T-shirt and it will be handed out during Sexual Assault Awareness Month. I’ve been invited into a faculty department as well. We are working on a video with the President and students that will be used during summer orientation and other times when it makes sense to use it. All students will receive a booklet and some type of swag—thinking a picture frame (pun). We want to think of it as more than just intimate relationships. If not, sunglasses (puns). In the fall there will be the bigger launch. We keep a gimmick right along with the educational aspect. How do you make a textbook fun? Put small lessons throughout. That’s what we are doing. We also have the Relationship Bill of Rights. In the future our logo will not be on there because it is a CSU initiative. The other things we are planning is that folks in athletics and Fraternity/Sorority life want their own versions of Reframe, so having a competition somehow with that is being planned. Maybe a Reframe for the Rocky Mountain Showdown. We need to rethink and engage in the conversation, particularly in a place that has rape-supportive culture. And games usually do.*

Andrew Bondi: You’ve mentioned there are one-time contributors. It sounds awesome but it also sounds like Reframe will be a staple here. Are there any permanent partners who have come forward?
*Answer: Yes… in spirit. The office of equal opportunity and Diana have been fantastic. They are hiring a trainer to come out and teach people, and within that hiring budget they are trying to give some support. Dwight at Public Safety is also helping.*

Lance: Looking at the non-mandatory request: I see an increase of under $20,500 for FY15. If going to FY16, what will this be distributed like? Will it be the same, such as for Reframe?
*Answer: We want Reframe to be here for many years. We want it to have a life that takes on. That’s why I came in asking for a substantial increase, and I don’t want to come in each year asking that. So next year hopefully it will be more stable because Reframe will be going on and we will have the student staff. The student staff is even bigger than the program costs. Right now, we want a student to do the graphics so that it is at a lower price point, because we are overpaying others.*

Rioux: Looking at New Resources Request: there is the revenue increase of $20,000 and total expenses of $30,000 and a total decrease from fund balance. Will you ask for an increase in fees to make up for that $10,000?
Answer: *No. You are seeing some history. My approach with student fees was to exhaust it. So I think now that we don’t, we will even out with the fund balance.* Rioux: So how will that $10,000 be made up next year?
*Answer: The 9512 won’t have to be made up, it will be absorbed within the savings of the program prices. I also had salary savings this past year that normally we wouldn’t.*

Kelsey: You said with mandatory fees that you want building improvements and repair/replacement costs. What is that for?
*Answer: We had our carpet replaced for about $4,000. But we need to have TLC over at the student services center because that is where we are still located.
–Carl: We also need it to feel comfortable for survivors and users to walk into.*

Adult Learner and Veteran Services (ALVS)

* Jane Pickett: Let me introduce myself. I am the Director of ALVS. The Assistant Director Janella Mildrexler is here also. Jumping right in: the mission. I want to highlight that we are about academic achievement and holistic development. Because all students, but especially adult learners, have a lot of things going on in their lives. So we can’t let that bring their grades down. It’s more than CSU success; it’s about sustainable success. Getting a degree is great but you need to be able to walk out and get a job. Out numbers are increasing, and gradually going up. The US Census is projecting that the number of adult learners will increase by 20%, with the overall school Undergrad population only increasing by 3%. Our numbers are about 8-10% of growth in adult learners a year. We also want to talk about the fact that we include people who don’t identify as traditional students; some programs work for both veterans and parents. FY15 was approved already for mandatory increases for salaries and sustainability in the office.
* Janelle: Ram Kidz Village was started Fall 2012 and was approved by the SFRB back then. It provides educational childcare in the library after-hours. The first years we had fewer students/users/children/staff; but we have really increased in all of these. Volunteers from the CHHS also come here and have a great volunteering opportunity. The parents get two hours to leave the children there. We are not a day care but we provide some similar services. At the same time, we are not licensed in the state for normal daycare things. But we work with Environmental Health Services, HDFS, the Early Childhood Center, etc., to make sure we are up to standards. Our top staff are CPR certified. On Saturday we did a professional development training. We had 21 people show up, 11 of whom were new volunteers this semester. So we overall have 13 new volunteers this semester (2 couldn’t attend training). As of January, we had 27 child visits and 13 families sign up/renew. The fee is $15 per family no matter how many children you have, for the *whole* semester. It is a pretty good deal. Tuesday is our biggest night, and we have 11 total coming.
We also do Transfer Orientation and Ram Welcome, and we were underprepared for that day because it was about two times the amount we expected. But we are preparing for May Orientation and Ram Welcome. We do a lot of presenting throughout the fall. Fun fact: a student senate in WY had someone come to Rams Kidz Village (RKV) because they wanted to expand their facility to kind of match ours. We were also interviewed by University of Missouri in Kansas City about a facility that they want, also based off of some of our stuff. We do Fall Harvest Festival, collaborate with a ton of different offices across campus for Veteran’s Symposium, put on a Children’s Book Drive (used and new books)/Multicultural Carnival (in April, also a scholarship fundraiser), a Spring Recognition Ceremony (big collaborative event with all the staff), and do tail-gaiting at CSU home football games.
* Jane: Now some staffing updates. We hired a peer mentor (student staff) to work with success coach for basic outreach. One to one connection is huge. We have two veteran success coaches because one is doing a Masters and Practicum and has constrained time. There are also other positions. We got lucky because we got someone on a workforce grant to work here as a temporary/part-time employee. But it runs out at the end of this month. We also have, this semester, three internships (a Master’s Social Work, a Marketing Intern student staff doing strategic marketing plan, and a Presidential Leadership Program Intern), two-thirds of which we aren’t having to pay.

The mandatory increase is about a 2.22% increase over last year, translating to an increase of fifteen (15) cents for Fall/Spring or ten (10) cents for the Summer.

The enhancement we are asking for: a 10.8% increase—basically adding on a 58 cents increase. This is a partnership with the Career Center; we are both asking for this because we want to share the salary costs of a full-time career/veteran/community counselor. It will be a position assigned to the Career Center but they will be working for us for a portion of their time. We need someone who understands both sides: of being a military person and then to a civilian person. Not a whole lot of jobs from the ground force can go back into the civilian population directly. So we need to take the soft skills they have (leadership, etc) and teach them how to translate it into the civilian jobs. Furthermore, the CDLE Veteran Employment Representative is limited to seven categories of veterans with hiring barriers, and they are things our veterans can’t control, so we really need to career advisor to be there for those who are rejected by CDLE.

One of the things you’ll notice is that we’ve carried a pretty hefty fund balance here for a while now, due to salary savings. This is partly because we had no Assistant Director or Program Coordinator; we’ve now hired them though, so we are working down into the fund balance. We will also spend approximately $14,000 this year because Janelle is going to leave when she has the baby, so we need staff coverage as a non-student employee. The other full-time position is out due to illness, so we need to cover that as well. And then we also have marketing and such. In FY16 we want to keep employing student staff and continue to replace infrastructure.

In the future for FY16, we want to increase our Education to Employment program, which will benefit everyone. Increasing marketing outreach to faculty and staff, who are starting to contact us a lot more, is also a goal. We need to give them the basics to deal with our clients and understand them. And then working with University Development to identify potential donors.

I want to point out that we are using funding for RKV staff and supplies, and we initially didn’t have funding for student staff because we thought we could do all volunteers. But growth makes that hard, plus it’s a developmental resources for our students. So that’s about 20k a year. Right now we are taking out of our fund balance, but next year we might need a fee increase to cover them. But we are spending down the fund balance right now.

* Questions:

Sam L.: Other operating expenditures seemed to vary a lot over the last few years. Why, and what does it cover?
*Answer: ALVS is now in our sixth year. When we started, we did what we were doing before, so it wasn’t well broken-up. But we are changing and CSU is leading the way in a lot of the veteran support services. So it’s not a set program; it’s one that we are still trying to figure out. So that’s the variability. Also we weren’t sure where the numbers were coming from when I first came into this position, so anything but materials/supplies were put into that category from restructuring them into the expenditures. It costs about $8000 to supply the lounge, but it brings the students in. And if we can bring them in we can have a “coffee pot conversation” and find out what is going on.*

*Jeremy (Director of Career Center): I know I am presenting in two weeks, but I want to make an appearance. I wanted to throw in massive support for this, because it is a really big need that we see for a Veteran Career Advisor. We need primary leadership energy for the veteran service We need mechanisms to create that together.*

Conor: In enhancements, you had salary at half-cost being 28k. But in enhancement it is 22k and 44k. I just wanted to make sure that was correct?
*Answer: Yes, it is all in there. The salary is actually $44,000 but we calculate in fringe benefit.*

Brandon: What are the advantages of having the 50/50 split of housing for the new job? Why would you chose to have them paid 50/50 out of one budget and the other?
*Answer: It make sense time-wise because they are spending time with us. Being in the office and making those connections helps a lot, so location-wise it’s important. Also, this person can take the info back to the career counselors. Instead of having to train all the career counselors, we can have a go-to for the center to talk to.
Jeremy: It’s the liaison-type model that we have in many other places, that has been shown to work.*

Lance: Clarification question. So the mandatory fifteen cent increase is included in the total seventy-three (73) cent enhancement that you put on here? Because it seems like the mandatory is fifteen but the enhancement is fifty-eight (58), leading to a total of seventy-three.
*Answer: Yes, it includes the mandatory. Just enhancement would actually be 58 cent increase. Both is the 73 cent that you see.*

Bondi: You’ve seen an increase in the use of RKV. Are you projecting continued increase? Have there been conversations about space?
*Answer: We’ve danced around it but not directly addressed it. We’ve hit the max a couple of times in terms of the number of kids per session. We added on weekend hours to address space, but there are other options we haven’t looked at. We don’t want to turn people away but we have limits.

Janelle: When we did the survey last fall, one of the top things asked was for us to expand our hours to have us open at three PM. This means we would have to pay the salaried staff more and get more for supplies.*

1. Recess for Dinner- Tacos!!
2. Old Business

Committee for Disabled Student Accessibility

* + Lance: Last week Rose Kreston came and in didn’t have the correct budget for us. We also asked the liaison to seek info for why no student fee increase. We will let the liaison update us.
	+ Andrei: Rose reiterated that she wanted the forty-eight (48) cents not to go up. The summer fee was thirty-one (31) cents and that, coupled with the forty-eight cent fee, is enough.
	+ Scott: I move to vote for the mandatory fee [Bondi second].
	+ Lance: Any discussion or debate about moving to take a vote? [Takes vote in Aye of Nay]. None opposed.

Now entering discussion and debate for the vote. It would be a vote of confidence since they aren’t seeking any mandatory or new resources. Seeing no discussion or debate.

We now move into the vote. [Takes voting call]. That passes unanimously.

1. New business
2. Tabling the ALV Vote
* Dwane: I move that we table to ALV vote until after March 2nd to when we hear the career center. [Second]. I’m asking for this because the enhanced budget asks for the two groups to share the funding, so it should be properly done to not leave a position half-hanging just in case we vote yes on this but no to the other.
* Andrew Bondi: I agree with the vote in general. But I would like to discuss it in terms of the other enhancements. So I suggest we don’t table it immediately. Instead, let’s discuss it and then table it.
* Sam L: Is it possible to vote to approve the mandatory fee increase?
* Lance: Yes, we could have a friendly motion to amend the motion. A vote in the affirmative would move the legitimacy vote for the enhancement proposal to March 2nd, and we would then talk only about the mandatory. [Friendly motion is made]. We now move into discussion and debate about tabling the enhancement proposal for ALVS to March 2nd after discussion tonight. The floor is open for discussion and debate.
* Rioux: Let’s get the mandatory fee out tonight.
* Lance: All in favor of tabling the ALVS enhancement until after March 2nd meeting, say Aye. All opposed, say Nay. [Takes Vote]. Aye wins. We now move into discussion and debate, but with no legitimacy vote until March 2nd. Just discussion and debate.
* Bondi: One of the biggest things they were talking about—actually, never mind, I yield.
* Lance: Floor is open for discussion for mandatory and enhancement, but we can’t take vote on enhancement. But we can talk about all of the above.
* Sam L: The mandatory one looks solid in my opinion. My question is, what is the GA increase? What does that mean, and is that belonging in the mandatory?
* Bondi: GA is the Graduate Assistant Internship because the increase in salary relates to an increase in the GA Internship cost as well. I echo previous speaker that mandatory costs seem straightforward. The fact that they have the non-student hourly to cover for maternity leave makes perfect sense. I’m happy to see they have thought ahead; it is responsible. The one concern I have also touches on enhancement: the fact they that have had to pick up additional expenses for Rams Kids. I’m glad to see they’ve had to increase that because it’s an awesome opportunity, but the one thing I would like to see is a little bit more planning in terms of the future for it. I have a feeling it will increase in users even more due to their marketing increases around campus. In previous years they haven’t really publicized RKV very much, but now they have a lot of people talking about it so there might be a bit of a larger increase. It is one of the adult-geared programs and I would like to see it be more of a staple with more fiscal planning.
* Dwane: Touching on that: there is actually quite a bit of fiscal planning for RKV. But there are legal and space limits right now. They cut costs via getting donated space from the library, so the space we have is what we can do. We can’t change the law so we have to find other solutions to expand within the boundaries that are set for us.
* Lance: Any further discussion? Seeing none. We now close discussion and debate.
1. Vote on the Mandatory Fee Increase for ALVS
* Scott: I would like to make a motion to vote on the mandatory fee increase for ALVS. [Seconded]
* Lance: To clarify: that is a fifteen (15) cent increase. Scott, you still hold the floor. [He yields]. Seeing any discussion and debate. None. We will now move into a vote. Can the liaisons for ALVS (Dwane and Jason) abstain votes, and individuals who hold voting rights and have been ratified in Senate can vote. We will now move into a vote for ALVS mandatory fee increase. [He takes a roll call vote]. That passes.
1. Moving to Debate on the IVRS Mandatory Fee
* Bondi: I move to accept the mandatory fee for the IVRS (WGAC). [Seconded]. So obviously incorporating general salary isn’t a big thing. The biggest thing to be aware of is the $6000 for material/supplies is that in the mandatory side of things isn’t including Ref**ram**e. Ref**ram**e is in the extra category. They are creative and have done a great job the entire time I have been on this board. I see no reason to not approve.
* Lance: Any more discussion or debate? None. No dissent. All in favor of moving to a vote please say Aye? Those opposed: Nay? [Takes vote]. That passes. Now moving into discussion and debate on the vote.
* Jason: I have a question because she said that 20% of the salary for an associate director was being covered now. So why is that on here?
* Sam L.: That *might* happen. It is not taken into account in the mandatory budget currently. If that does happen the fee increase will be less. [Jason yields].
* Rioux: If that does happen, and the numbers change, do we have to approve a new one? So should we wait, or do it now and have a risk of it changing?
* Ryan: I don’t know if that decision and outcome will be known anytime soon. I can seek more info, but as of right now I don’t know what the timeline will look like. We want it moved to the 1-3 Account so student fees won’t pay for it, but there will be a lot red tape in the process of getting it there.
* Lyn: It won’t be decided until the Board of Governors approve the budget in May, and wouldn’t go into effect until next year anyways. They would have additional resources next year. And then they could use it for their mandatory cost coverage next year as well.
* Lance: Floor is open. No further discussion or debate?. Seeing none. Roll call vote for passing the mandatory fee increase for the Interpersonal Violence Response and Safety (WGAC) area, which amounts to seven (7) cents. [Takes roll call vote] That passes. Now moving into new business yet again.
1. Attaching a fiscal note to the mandatory budget
* Andrew Bondi: I move to attach s fiscal note to the mandatory budget we just passed, saying that if they do end up having that reduced cost then the resources would go into increasing their fund balance and absorbing mandatory fee increases, and that it can’t just be reallocated. [Second].
* Lance: Now entering discussion and debate.
* Bondi: We are approving this so that it could be used to provide office with someone for more time, but if they get it from somewhere else then to be good stewards of the fees they should utilize it for the fee increases. Yield.
* Sam. I disagree. I think we should just reduce the fee if that actually happens. If that is within our balance and control.
* Lance: I don’t think it would be within the balance of this SFRB, as we will have stopped at that point. Lyn, do you have any guidance for us on this?
* Lyn: We would provide Kathy with a note saying that it was approved but that we have Bondi’s motion showing our expectations as well. So they would know what we want.
* Lance: I think that this is a fair assessment, because the budget hearings are so late, since we as SFRB can’t make that assumption but we can leave the note. Something we as the body are trying to do is leave something from the next SFRB. The mandatory fees would occur regardless. Any further discussion and debate? Seeing none. Moving into a vote.

[**Let it be noted that at this point, there was ten minutes of discussion and debate over the motion. However, the clerk’s computer overheated and much of that information was lost due to recovery issues with the files. What follows is a reduced, and partly from-memory, account of the main motions and concerns of the board.]**

* Lance: Do you have a way that you want this to be phrased, Bondi?
* Bondi: I’m not sure. Lyn, do you have any suggestions?
* Lyn: A rough draft would be that the remaining funds left over from the potential 20% no longer being funded by student fees would be reserved and unused until the next year.
* Bondi: With specifically that section of the fee for that position. Because if they have leftover funds from other things we don’t want to include it in that.
* Lance: Does anyone have the name of that specific position? [The specific position is unknown]. I recommend that we wait to vote on this until we can come back next week with more information about the specific position.
* Bondi: I retract my motion because we don’t know the position that the fee is going to.
1. More Discussion on the IVRS (WGAC) Enhancement proposal
* Brandon: I was wondering whether or not salaries for the student staff downstairs were for IPVF or WGAC? Because if it is for the WGAC, why is it not coming out of their budget?
* Ryan: I will check in on that.
* Jason: How will they fund the student employees? They only have about $6,000 being budgeted, and I can’t imagine that providing ore than one staff member. Where is this coming from?
* Ryan: The other two-thirds of the salaries come from Merit Work Study. So if the students apply for the merit work study award, then the costs will be different and they can hire more people. But I will look more into it and clarify. Also, I just want to say: one of the great things about student fees is that the money will go back to the students on campus. This helps a lot of students so it is worthwhile to fund.

**[At this point, Clerk’s Computer overheats. Most information is lost, so above information is not complete.]**

1. Adjournment
2. Early ending

Lance: Since the clerk’s computer has broken down, I suggest we wrap up this meeting. If you have any other questions, ask Ryan or the other liaisons.

Bondi: Will you elaborate on the expectations of the board for this upcoming week?

Lance: Yes. The expectation, as you can see based on item number seven, is that we represent the students. You need to have conversations with friends, colleagues, and clubs at many different places. Then bring the information back. We can make a Student Voice survey if you feel like this is an important enough issue. We can also do a LSC tabling event in the upcoming weeks, if we decide on that in-meeting. Any other questions should be directed to the liaisons, and talk to them.

1. Chair will entertain a motion to adjourn. [So moved].

 Lance Li Puma adjourned the meeting at 7:10PM.

Minutes submitted by: Michelle Sogge

Minutes approved by: [Name]