# Student Fee Review Board

# Meeting Minutes

March 30, 2015

Call to order

Lance LiPuma called to order the regular meeting of the SFRB at 5:08PM on March 30, 2015 at the LSC 304/306.

Roll Call

Lance LiPuma conducted a roll call.

Lance: Is there any gallery input? [There is none]. We will now move into presentations.

Presentations

* Jodie Donovan: Concerning Ram Ride Audits
	+ Presenter: Jodie Donovan [Assistant Vice President for Student Affairs & Dean of Students].

I appreciate all the thought you put into making sure fees reflect the student perspectives. Over the last week or so, serious allegations were made concerning Ram Ride and Off Campus Life, and I want you to know we are talking them very, very seriously. They are disconcerting, and I heard that many of you and many of you in ASCSU said that this was very troubling. And I appreciate that, because if they are true, I am worried as well.

Since Off Campus Life reports to me, we are working together with ASCSU and the Office of General Council to create two (2) audits. The first is financial: it is being handled by the CSU Financial Internal Division. They are looking at the books and budget and every expenditure, and making sure the MOU is being followed and upheld. The second is a Human Resource Audit because allegations have also been made about personnel processes. And so I want you to know that we are not just brushing that aside. And I think that this process— it’s demonstrating how important student voice is. When a student has a concern we want to have those questions raised so we can make sure to respond thoughtfully.

I will share, just as a point, that there are a lot of checks and balances for every office, so for Ram Ride and Off Campus Life there is a lot of transparency in expenditures. The Division of Student Affairs in ASCSU is helping track that, along with some others. In terms of personnel, Jeannie [Director, Off Campus Life] has always forwarded raise information and employee situations to me. They have documented a lot. So that’s not unlike every other office on this campus; we make sure there is good oversight for the benefit of the students. So we are taking the allegations seriously.

* + Questions:
1. PJ: So, I would like to clarify on something. Are the financial and personnel audits are being conducted separately from one another? Or is there a connection between them?
*Answer: The audits are being done separately. The Office of General Council is the tie between the two, but otherwise they are separate.*
	* Jodie: Also, I would ask that you suspend any judgement until you get the initial reports.
* **Health Network**
	+ Presenter: Anne Hudgens [Executive Director, Health Network].
	+ Hello. So the Health Network is a very large fee area that encompasses counseling services, specialty counseling, health/medicine, and health education/prevention services. We are a relatively large organization. There are two fees. The Health Fee (which is tied to Hartshorn) and the Counseling Services fee (offices are located in Ayelsworth). So I will do the presentation in two ways, because the fees are still distinct.
	+ [Refer to handouts]. On the front page of the packet is the flyer of what we give to students and their parents about the extent of our services. The next sheet gives last year’s data in terms of students served. This is a good snapshot in terms of who uses the network. More than fifty-two (52) percent of students use the Health Center and more than seventeen (17) percent use the Counseling Services. I really want to point your attention to something specific in trending info: our demand for counseling is going up ten (10) percent a year. We are right on that track this year, too, based on numbers that we did right before this presentation. We are trending right where we have been for the increase in utilization.

We have a very active SHAC (Student Health Advisory Council) that meets monthly and who we talk to and discuss budgeting and plans with. Andrew Bondi is our liaison and a SHAC representative, and he has been in that position for three (3) years. He is intimately involved in the process of developing our budgets. That’s in your packet. There are two (2) other things I want to tell you for your, well, illumination, really. We blew out the budgets related to personnel costs, because our organization is large and trying to track what was going into those increases seemed like a good idea. I’m going to go through the counseling budget first, but overall the news for both of the fee requests is that we aren’t asking for new money. We aren’t asking for the full mandatory cost either. We are saving you money in the places we are able to, particularly in self-generated revenue. So no new money is associated with our budget this year, and we are asking for less than what is considered mandatory.

We want a $2.22 increase, which would take us from $42.02 to $44.24 for the Fall/Spring Full Time Student. You can also see the summer fee is sixty (60) percent of that. That would generate a revenue. We are adding in terms of our revenue, in self-generated, about forty thousand (40,000) dollars. These are generated through day programs, such as the Drug and Alcohol which have a fee associated with use, and when students use more than their five (5) allocated free counseling sessions. So that is what the forty thousand (40,000) dollars is comprised of. We put that money back into our personnel costs. We have a strategy, actually, that we have used for the past three (3) years and works really well: as demand for counseling increases, we are able to bring on more part time counselors and pay them out of the non-student hourly funding source. It allows us to dial up the number of counselors we have based on our demand from students. Unlike other areas of campus where it would be hard to sustain that growth, we can do it here. We are planning on the ten (10) percent increase in demand to continue into the near future at least. So we buy more part-time counselors, or what we call Academic Year Counselors, with that self-generated money. We have full-time counselors who make up the core center of our services, but then we add on part-time counselors to supplement that at some level. So that forty thousand (40,000) goes back into the projected budget.

So if you look down at the line for Salary/Benefits, our projected budget is ahead of what our proposed budget was for last year. We are projecting an increase of $154,455. Some of that is offset by the forty thousand (40,000) in self-generated revenue. As you look under other costs, we have saved money for you all there in Travel, which is about eight hundred (800) dollars, and in Material/Supplies, which is about $5900. We have also decreased the number of GSAs by one (1), which decreases the fees toward that salary. So the decrease in the expenses is about $9,500.

Under Fund Balance: we had a high fund balance related to counseling services, and as you know we are in the process of building the new building, so we moved $115,000 from the fund balance into the building reserve balance to offset costs. It always costs money to move so we tucked some away to help the transition.

* + Questions
1. Andrew: So there is the $115,000 contained for the reserve. Is that out of the fund balance and moving down there?
*Answer: Yes.*

Andrew: Then we may need to add a new counseling center budget line, because it isn’t reflected in there.
*Answer: We just noticed that right before we started. If you added in there on the contributions to reserve account and add the $115,000, the operating balance would decrease. We just didn’t catch the calculation in putting the sheet together*

1. Lance: Will you expand on the $5,900 reduction from material/supplies? How did that work out, and why was that ok for you?
*Answer: We had to buy new software for the counseling services program, and that was a one-time cost so we saved money from that.*
	* Anne: So if you look on –just to give a quick indication, um, that the amount that would be considered, Leslie help me out on this, the difference that we could ask for but actually are asking for under Mandatory is….

Leslie: Well we are asking for $154,455 for salaries/benefits, and we are saving the $9,543 on the other operating expenses, so that goes to $144,912 total.

* + Anne: So if you are good with that, let’s go to Hartshorn budget. It’s Department 8031 on the sheet. This is the one where it becomes a bit of a sticker shock because we are a huge organization. It is as simple as the counseling in terms of straight budget, and we are actually coming in about $31,400 under budget. This is partly from a reduction in asked fee increase because we have been able to provide for that. Under Self-Generated Revenue, it is a big number. We are doing really well in the pharmacy lab and x-ray area due to increased utilization. We have more and more students using the Health Network. The bad news about that is that materials and supplies have increased. Whenever you sell stuff, you have to buy the supplies to sell it first. So the revenue isn’t quite as big after you take that in.

We have blown out the personnel costs on this as well so you can see where the increased in fixed costs are. The big difference between Hartshorn and Counseling Services it that, at Hartshorn, we have a large number of state-classified employees, and their fringe costs are at about forty (40) percent. This is, obviously, very high.

So there probably isn’t anything else of particular note in this budget—actually there is, never mind. In salary and benefits, $8,233,714 was approved for FY15, but we are projecting $7,950,000. We were down a psychiatrist for this academic year because she got a fellowship at Yale. One (1) of eight (8) I think in the country, in Addictions Medicine. So she will be brining that expertise back to campus, but we’ve had her salary savings for more than a year. Psychiatrists are the most expensive on our staff, actually, and she her salary savings and associated costs is more than $250,000 in savings that we have. Our reserve balance is right around thirteen (13) percent, so we are at the right place in terms of the reserve fund. The rest of it is straightforward.

* + Questions:
1. *Brandon: Under Other Costs, there is something called the Transfer to Day Program? What is that?
Answer: The drug and alcohol programs used to be associated with Hartshorn, but then they moved to Counseling Services. And that line is sort of a leftover budgeting historical fact, because that funding still comes out of Hartshorn. We will probably move it over to Counseling Services at some point, but haven’t yet.*
2. *Lance: Would it be appropriate to ask what the fee may look like in terms of the new building?
Answer: Definitely. Let me tell you a bit about the new building. It is going to be a university building and not solely a CSU Health Network Building. About 113,000 square feet and four (4) floors. The Health Network will have two (2) floors and all services will be moved there. It is a combination of sources that will fund the building; two (2) donors have come forward, and we are in the process of trying to determine what the actual cost is. We are in the design phase of the building, and will head to the bonding phase after that.
And we were in process with chancing the financial model to include generating revenue through billing student insurance companies. That is one of the biggest complaints from both students and parents when we ask them: they are upset that we don’t interact with the student health insurances for those who don’t have the CSU Health Insurance. In the last two years, with the advent of the Affordable Care Act, all students do have health insurance. So it doesn’t make sense to be only fee operated, because we have the ability to interact with the insurance companies. We are considered out-of-network right now, but our plan is to bill the insurance companies for the services and so students will be charged less as we become in-network providers. We want that revenue to offset the cost of the building. What we can’t project is the exact reimbursement rate of the insurance companies. We are working with a company to get in-network availability, though. We have had several universities as mentors. Ohio State University has helped us through the process.
So I’m probably down in that detail a little more than you want, it’s complicated, but we are anticipating being able to cover a lot of the cost of the building through the generation of revenue. What I can’t say at this point is the exact proportion, but our intention is to cover that as much as possible. If there was an additional need for student fee, we would come next year with the amount that we might need for a student fee increase. But the fee increase will not be even close to what the building will cost. It would have been nice to head into this process with the full budget projections before we built the building, but the building is based on university and donor timelines so we are going on that. We have worked with other large public universities, though, and they have had success with this model. The Health Network fee won’t go away, but we will be more self-funded in terms of our model.*
* **Lyn’s Request for SFRB in terms of Health Network**
	+ Lyn: Usually whenwe issue something with an auxiliary that comes forward with student fee increase, we want the student buy-in to this process. Such a big fee means we need constituent input. This itself is a unique situation because we are going out on a limb and having that financial restructure, so they may not have to come back with a fee. If her [Anne’s] revenue is not adequate, then we have to come back and talk to the SFRB next year. I would much prefer knowing that this group is supportive, and it’s probably better to have a ratification or something from the SFRB board that says you are comfortable with us moving forward with the building, that you are comfortable with Anne’s plan moving forward, and that you are all also recognizing the component that the plan may not be fully successful. I would be very uncomfortable with us going forward with this plan without this group giving us some type of approval to move forward. Because it could create a student fee, and if the board next year decides that they aren’t OK with it, Anne would be left hanging.

Andrew: I realize the next couple weeks are pretty hectic for us, but Anne would it be possible for you and Leslie to come back with more details? Things like the estimated cost, rough numbers for self-generated revenue, etcetera.

Anne: We are not able to do that budget projection. Because the top five (5) insurance companies, who are the ones we want to network with, won’t talk to you about reimbursement until you achieve in-network status. We do know other universities have done this—Metro and Ohio State being two of them—but if we were able to generate that estimate we would certainly have that today. But we aren’t able to do that.

Lyn:We did go through with preliminary numbers, and based on these numbers, the highest the student fee we would go to would be forty-five (45) per semester, and that’s assuming no additional revenue would be generated.

Anne: So that’s a worst-case scenario.

Lyn: Exactly. I would guess that number will be well under fifteen (15) to twenty (20) dollars based on what Anne has told us. I have pressed her for numbers but Anne honestly can’t give them, and it’s not fair of me to press more.

Anne: I really think the worst case scenario would be less than forty (40), and ideally maybe half of that.

Bondi:Can we have an estimate for the worst case scenario, then, so we can take a vote on that?

Lyn: I can provide that. Also we have pictures to share with you and maybe it would be beneficial to begin a conversation about the location. Right now they’re planning for it to be on Prospect and College, and to have it act as a showpiece for the university. By that, I mean—you know how you can’t always tell that you’re on CSU campus when you get to Prospect? You have to go all the way to Lake or up to University at the Moment. So, they want to change that, and from what I have heard the building will be architectural in the CSU style. It will be a good welcome place and will be by the Max Transport System. It’s not as convenient for our on-campus students but most of our students are commuter and can access it.

Anne:On the first floor, there is designated space for a clinic on University of Colorado Health, and this is great because it can serve as a primary occupational health clinic. It would primarily be serving faculty/staff, along with acting as a small primary care clinic for them. Also, the plan is to have an Urgent Care after-hour clinic on campus to serve the community as a whole. Donations have come in from UC Health and Columbine Health Services, which were given to the College of Health and Human Sciences to build what they are calling the “Center for Health and Aging” research center. This would focus on research relating to the aging process. We will continue to run the pharmacy but will do so for both clinics. The second two floors will belong to the Health Network, and the fourth floor will be a core and shell, so as we have additional folks and money come in they would pay for space on the fourth floor.

Lyn: It is a nice collaboration, and I really like that Anne will be running the pharmacy. It’s going to be extremely convenient for students and faculty to get service at the pharmacy. And if we did have a student fee increase next year, that pharmacy would be an additional revenue stream to hopefully reduce that fee. Anne hit the nail on the head when she said it’s all about timing. If it was our timing, it would be two (2) years from now and we would have a better financial picture, but we are dealing with this today and we want to take advantage of the opportunity.

* + Questions
1. Sam:Is this a fiscal note?
*Lyn: I don’t know if we have a precedent for this.
Lance: I know that this would probably be a fiscal note.
Lyn: I know that SFRB last year passed a new fee for Biology Building, I wonder if this board passes something like that but makes it so it’s not a specific fee, and that it is instead a range of values, in case the fee ends up being needed. The same happened for the LSC, the bonds were issued and SFRB approved, but the fee didn’t come into play until later.*

Sam: So we could basically do-over what UTFAB did last year, just with less validity, or uh, strictness of what happens?
*Lyn: Just without a definitive number. We could use the same process, but not a definitive number. It would probably best to go within a range and an amount not to exceed x.
Anne: Also, we are completely out of space. We are moving our health education/prevention office to the corner of Shields and Pitkin because we are out of space for counseling. We have to free up those eight offices. We want to meet the demands of student needs for counseling services.
Lyn: So that just further justifies needed a new building.*

Sam:So personally I am full in favor of looking at this next week, but we are pressed for time currently.

1. Kelsey:So we heard in Senate that they don’t know what will happen in Hartshorn. What sway do we have over that?
*Anne: We actually just heard the intention is to take Hartshorn down, and there will be a plan to connect Meridian back up and crate a large pedestrian area in front of the stadium. It’s mechanically not a sound building, and you don’t want to take it into the future. According to the builders it has outlived its use mechanically. We are at the end of the road.
Lyn: The actual lifespan of this campus is addressed within our master planning committees, and students have a chance to take part in this. That will be where Hartshorn is discussed and decided, most likely. I wouldn’t be surprised if Hartshorn is used a short-term swing space with the construction and building changes, and since we don’t have a lot of swing space we might need it for units moving around campus.*
2. Andrew: So itsounds like the board would like the two (2) of you to come back in one (1) to two (2) weeks, whatever works for your timeline, in the regards for Lyn to prepare a fee increase up to a certain amount and then have Anne and the Health Network come back and talk about building itself. It would be in terms of architecture, surface integration, and etcetera. Would you be capable of working that out?
*Anne: Absolutely.
Lyn: Mike do you have anything else to add? Do you think that this is a wise and realistic move?
Mike: I think the timing is right on. You’re trying to avoid a dilemma about the fee and uncertainty, and you are all being asked to help develop what you want going forward. This is new for us, to have this range.*
* **Lory Student Center - Ram Events**
	+ Presenters: Lance E Wright [Director of Campus Activities]; Alexis Svenson [Event Coordinator]; Sydney Boyle [External Relations/ Public Relations Coordinator].
	+ Lance W: A quick reminder of how Ram Events works: it’s a fee under the LSC, so we are presenting with the LSC and we will be quick. It is an itemized fee, so the $9.21 for it wouldn’t go to anything else except for us. This is just a reminder of why there is half a presentation. So I’m going to turn it over to Sydney and Alexis.

Alexis: We are the student board on campus and try to bring engaging events to the students on campus. We collaborate with the other offices, especially those that are social justice. We try to be very engaged: we don’t give our money to someone and walk out. Some typical marketing things include tabling, handbills, LED displays, collegian advertisements, and posters.

So in regards to market research, please take out the packet. It’s the first through third pages, After the program goes through we are asked to fill out the packet, and it is pretty information heavy. We use this to evaluate programs, and to see how well –or not well— it worked out. We try to make the events the best we can, and brainstorm events to spur off of successful ones. Market research is important to us as an organization. We are a programming board by the students for the students. We work with focus groups to see the needs of the student body in order to engage them. We want to work with the SDPS offices, and we do very often. We also track program evaluations to see how we can improve for the future.

* + Sydney: The next page is the budget form. A couple of notes here: the Salary/Benefits is $77,000, but we recently got $13,400 in Work Study. The money that we got in work study will go either into materials/supplies or other operating expenses. It’s pretty tough for us to nail down what is in each account because it changes by semester. We only plan one semester ahead so that’s why the numbers are so variable. Also, on the sheet we break down the materials supplies. If you flip to the next page, you can see the past events we have done.

Alexis: We measure the success of an event by finding out –it’s not just saying x dollars, how many people went there, and then program cost—we kind of look at different things. So if we are serving a small group of students that doesn’t get a lot of attention, even if the attendance is low we consider it a good program because it is a neglected group. We also broke it down on the next page into events by type and classified each event. Year-to-year this differs. This last page is the programs for the Fall semester. Some might get added, because we do do it a semester out. The ones with the stars next to them are because the contracts aren’t signed so we can’t release the names yet. That’s just how it works.

* + Questions:
1. Sam: Your overall reserve fund balance has declined over three (3) years, relatively significantly. Why?
*Lance W: We have a diff philosophy at how we target the fund balance compared to the other offices. We do ten (10) percent or less because we don’t have a building or anything we would normally need a fund balance for, so that’s been an intentional effort to spend that down. We don’t think we should carry more than the ten (10) percent, because students deserve to have their fees used for them.*
2. Sam: Why did you get the video game console down in the basement? [Laughs in the room].
*Lance W: That’s not Ram Events, it falls under Campus Activities, but we thought it fit well with the atmosphere and it can be used for events. It’s been used twice so it’s paid for itself at this point.
Alexis: it also engages a lot of students and so they will walk into the office and ask if they can play it.*
3. Rioux: Do you have results from market research?
*Alexis: Yes. We have a write-up of each program, we don’t have any on us, but we can send you a completed program.*
Rioux: Well I would like the data, to see success actually portrayed in the marketing and numbers.
*Sydney: We can do that.*
4. Rioux: How many people are on your paid staff?
*Sydney: Twelve (12) student staff and two (2) grad student advisors—oh no, wait, it’s three (3) advisors.
Lance W: Only the student employees come out of the fee, the rest are out of the Campus Activity account.*
5. Rioux: How do you determine the events you put on?
*Sydney: It’s all decided by students. Depending on the number of students on-staff at one time, it is a two-thirds (2/3) majority. We do program meetings and people bring program ideas from students on campus. We ask questions and then come back and vote.
Alexis: Also I do the Ambassador Program, and they propose programs as well. I also get all the responses from our website, so we get big ideas and we can incorporate those into our programs. We also have a huge box outside the office called the “Big Idea Box,” and we get submission there as well.*

Rioux: how many people are on the group?
*Answer: About 12 students.*

1. Rioux: Have you thought about how this can be a group that puts on programs for the students, and how it overlaps with the job of student government to put on programs for the students?
*Sydney: We work a lot with the other offices, we collaborate on almost every event with different people. So an overlap is good because we are trying to serve many different populations.
Alexis: And it’s good to engage in all different areas. Being able to incorporate other offices within these programs is really meaningful, because there are populations that are given a voice they didn’t previously have before.
Lance W: ASAP used to be a part of ASCSU, but eight (8) years ago it was moved out into Campus Activities. That is the history of it. The fee has been in place for… what, thirteen (13) years, Mike? [Mike nods]. But it’s been in campus activities for the past eight (8) years. We do pretty different programming than ASCSU.*

Mike: So Rioux, that’s a good question. What happens on many campuses is that if you do combine all the events as part of student governments, it can become complicated. What happens is that it is really tough for a student government to be a dual mission of advocating for student needs and having programs. The other thing that happened to link us close to the Student Center, is that if you book events, the LSC would have to cover any failures of the event and liabilities. So those are the main two pushes for why we have them separate.

1. Will (Gallery): What is your total budget that you work with for a semester?
*Lance W: About half a million dollars, $440,000 of which are from student fees, and the rest in revenue.*

Will: Ok, so with the exception of the concert, I didn’t see anything centered around Homecoming, which is a huge –if not the biggest— event around this campus. Why isn’t there a program around that?
*Sydney: We have funded the fireworks and the bonfire, and the concert this year which was part of homecoming. We try to do a more passive event normally during homecoming. We funded less this year than we have in the past, though.*

1. Will: You said a big emphasis of Ram Events is to show underrepresented groups. When I look at the Laverne Cox presentation, if I remember correctly, it sold out at 1,200 people. I guess what I’m saying is—is there a way that events can be put on similar to that for all groups?
*Alexis: Well we didn’t see that event solely as for those who identify in the same way she does. Our audience for that program was very diverse. All of our programs and marketing are open to all students and that is a very intentional choice.*

Will: Yeah I guess I’m saying is, similar events have had over three thousand (3,000) spent for only (14) students. There are events that fill that niche of putting an event onto a community and having success for marginalized community. What is being done to ensure that the fund utilization is happening for these events?
*Sydney: That’s back to the market research we were talking about. We look at a lot of other factors, such as if the population has been served in the past or how often they are served. If we have to spend more money to serve that group, we will and we will view it as a successful program.
Alexis: A lot of it is timing as well. If we have a great person who we want to come in and talk, whether that is from being famous or being impactful, at the end of the day we want to have a great event, so whether that is fourteen (14) impacted people or 1,200, it is still important to us.
Sydney: It’s hard to quantify someone’s impact. We try to do it with a formula that we enter all the information into, in a spreadsheet.*

Will: I agree that there are events that can be impactful for certain groups. But is there a happy medium. Whether advertising or collaboration, what can be done to realize “This is a great experience, how come we only reached x many people? And if we have such a small number of people, is it an appropriate use of funds?” We have the need for an event to be successful for the relative prices put into it.
*Alexis: We agree, but we can’t get programs filled all the way to five hundred (500) every time. We try to have a wide range of size and identities. The programs we do choose and implement are done with intention. There is a lot behind what we choose and the process is very intensive in putting it on. We will ask other universities about them [the desired presenters] if they presented there, before we even discuss it at staff meetings.
Sydney: And a lot can go into attendance: weather, time, etc.
Alexis: And being in a university, there is a lot going on. As students at CSU, we are fortunate to find organizations to fit our niches, and a lot of us can say we have gone to events that are meaningful for us but that maybe other people didn’t go to. So that doesn’t make it a bad event.
Lance W.: Will, I think you need to be careful not to conflate all our programs with the SDPS; our goal is to have a lot of people at all the events. Something could have gone better at some event, of course, but I don’t know if it’s the collaboration/tie—if that makes sense. We work to make sure that people know about the events and we are always open to marketing feedback. You all can be hard to reach as students sometimes, so we are always open to that.
Bonnie [Student Staff Member]: When we booked Laverne Cox, she was twenty thousand (20,000) dollars to bring here. When she came, it would have taken us eighty thousand (80,000) dollars if we had booked her right then. So it was perfect timing. We can’t bring people that huge all the time, we have to guess whether or not a speaker will be very big.*

Dinner— Italian!

Presentations Continued

* Lory Student Center
	+ Presented by: Mike Ellis [Assist Vice Pres of Student Affairs and Exec Direct of LSC]; Andrew Bondi [SFRB Representative]; Brandon Majmudar [Chair of LSC Governing Board].
	+ Mike: I want to make note that it is 6:30, and you have other items on your agenda. I also want to report that there are twelve (12) meatballs still left, so if you want to get those, that will be great. [Laughter]. We want to expedite the presentation. We will be looking at a thirty-four million (34,000,000) dollar budget.

So, the first thing is that the cover sheet will show that the budget has been reviewed thoroughly by the LSC Governing Board. We are asking for the two (2) fees that we are talking about tonight, combined into 1.68% increase. The next page is a summary/explanation of those fees. Our total fees become $128.28 for Full Time students. The two budget sheets are exactly the same, just one has fiscal notes. The first thing I want to make note of is that we are done and back in the LSC after a pretty incredible journey.

So as a reminder, what we talked about in the Fall is that the LSC has over five hundred (500) student employees and one hundred and fifty (150) core staff. The LSC Governing Board is very influential in helping us monitor these areas. “These areas” include the book store, dining services, and LSC general services, among others. They are cost centers—for example, Bagel Place 1 and Bagel Place 2, the book store soft goods, and book store actual books. So this is very interesting. Historically we are around eighteen (18) percent of our total revenues. Let’s go to FY13/14: you can see of our total budget which would be 28,000 with student fees, with 19.21% of that, then this year projected we add in a four million (4,000,000) dollar difference which is the seventy (70) dollar student fee increase approved by this group that Lyn referred to earlier. I talked about this in the fall as well.

[PowerPoint]. This is our average monthly fund balance. We decided to show you five years. What you see is that fund balance actually jumps up significantly here in FY15 compared to our cash balance, especially when compared to years passed. Here is a mini quiz for you all: at the peak of fund balance in September, what happens? [Rioux: Textbooks]. Yes. Then you can see it dives down. This is important when looking at fund balance later on. I just talked about the 3.3% total increase with the fee request we are asking for, but when you add it up with the old fee it is just a fee increase of 1.86%.

This is a business bond plan on the next slide; it is the mortgage payment for various bonds that pay for renovation. The latest is the 2014 3.2 million dollar current debt service payment. That number jumps up by design in 2018 because the 850,000 recovered from the 2004 bond is dedicated towards the bond in a kind of bond wrap up. We are planning now for those kinds of things in the budget projects. I reviewed this also in the fall [shows graphic on PowerPoint]: it’s a Student Use Data EBI Survey. We are one of the only major universities that do this every year. Also as part of the renovation, we have seen an increase in twenty-five (25) percent of the students who are using the LSC.

* + To the fee sheets. We are asking for a Mandatory Increase of $152,786. Ask me how I get that—and I’ll tell you that we get it from the GNA cost that goes up by $27,000 and personnel cost increase, and that’s shown on the last handout. It is $125,148. So add that to the $27,000, and that’s how we come up with the 1.68% increase. We don’t see any increase in utilities, because even though we added 50,000 square feet, they are more environmentally-friendly and sound. So it doesn’t cost more.

And then you will see other adjustments under materials and supplies and other operating expenses, and it reflects the two million (2,000,000) dollars in relocation expenses. All these expenses were shared with you all before. We want to bring these down and to have them level off. If you look at line twenty-three (23), that’s a huge line. It is proposed for next year that we will be $22,600,000, so increasing from $21,594,000. So that number increases by 1.2 million over what was budgeted; but if you look down below on expenses, line forty-two (42), it only increased by only about one million (1,000,000). So the good news is that the return for this area is particularly in dining services. At the very bottom of the page is the fund balance, in which we will grow this year by $76,000. We don’t want to come back for a fee increase in the future. That’s where the bond increase payment in 2018 is important; part of that is building it into our plans and budget now so I don’t have to come back and ask for a fee increase when that comes back.

* + I’m happy to talk with any of you, this is one of my favorite things to do so if you have any questions I would love to talk. Also If forgot to mention that the wonderful Jennifer Fisher is our accountant and keeps us out of jail, along with Lyn.
	+ Questions
1. Andrew: How do you track student numbers?
*Answer: We have new heat sensors that actually identify when people come into the LSC. We used to have laser lights that would do that, so if you had a lot of people walking through at the same time, then you would miss some. So we probably actually underestimated our old numbers, but having the new technology is making more accurate.*

Presentation: Ram Ride

* Lance: We will now move into our Ram Ride Presentation. I will turn this over to PJ Seel and Andrew Bondi. Just to keep the board up to date, last Wednesday in Senate we had the resolution in Senate that is looking at the language of SFRB and the reestablishment of Ram Ride. At the second reading, a member of Ram Ride presented some pretty serious allegations. The motion in Senate was to table that resolution looking at Ram Ride until a presentation could be made to Internal Affairs and SFRB for more information. As Jodie has said, there are also several audits that will be presented to SFRB in the future.
* Andrew: There were fiscal and personal allegations as well that were brought forward. As Jodi has pointed out, ASCSU is taking it extremely seriously. The conversation inside of Senate was there, but it was too public and unstructured, so we moved it to Internal. We heard more from the student who said the allegations in depth, we had had Mike and Pam as advisors for ASCSU, and we also had Jodie Donovan to represent Off Campus Life. We took in information, discussed it, and then came up with two (2) main points of focus. We found that the two (2) points were personnel issues and potential financial mismanagement. The second one is where we come in. Our job is to make sure that that fees are being used in a way that benefits the students, and that various areas on campus are being good stewards of that fee. In terms of the personnel issues: that is above my pay grade, and the pay grade of anyone on senate, and that of a number of our advisors as well, so we have given that to the Office of Equal opportunity. PJ and myself had a meeting with Off Campus Life on Friday morning and we talked about the student’s perspective, but also our goals in keeping Ram Ride afloat and ensuring that the program doesn’t die, and that it was being taken care of as best as possible. So that is where we came to the conclusion that it would be best to have the two different versions of the audit.

So that brings us here today. So Jodie said that she would like us to postpone any judgement until the financial audit is taken care of. The bill in Senate will be held until financial, or both, audits are out. Since we deal with finances, I think we should have a conversation when the financial audit is released. Jodie is hopeful that it will be done this week, so we should have it by next week here to present. They are great at locating budget areas. An auditor can find a lot very quickly in that small budget. Once we get that audit back, we can make a decision. As far as personnel decisions go, if there is a problem in Off Campus Life due to Ram Ride then that is a much bigger problem than what SFRB will be focused on.

* PJ: Because of the information that the representative of the staff gave us, they didn’t have any fiscal accusations except for the change of a surplus to a deficit. So the financial issues were a lot less lenthy than the personnel issues. So the key point for this board is for when the auditors come up. Your job is to look at those financial issues in particular. So the personnel issues are not really the focus of the SFRB.
* Questions
1. Duane: So will we have access to the auditors’ full reports and numbers they find?
*Andrew: Definitely for the financial side of things, since that’s our purview here at SFRB. Administration wants to be as open and transparent as possible, because these are extremely severe accusations.*

Sam: You will be able to see a general overview of the personnel audit, but nothing too specific.

Duane: That’s specifically why I asked about the financial audit.

1. Andrei: There are three audits going on?
*PJ: Nope, two.*
2. Andrei: How does this bode for the legitimacy of the Long Bill as a whole?
*Andrew: From my experience, I don’t think it will be a problem. As long as it comes back in time, there are two (2) options: we get the audit back in two (2) days, and we decide whether or not to move the fee. If we do decide to move the fee, then Ram Ride is out of the nest and we don’t deal with the MOU.*

*Point of Information [Lance]: It would be a different account outside of Off Campus Life administered by Off Campus Life.*

*Andrew: The other option is that if the audit doesn’t come back right away, we keep the MOU we have now or we draft a new MOU. That comes down to the current admin and new admin to figure out.*

Andrei: If we were going to changing the MOU, who would have input?
*Lance: it would be the current sitting administration. And depending on how long we want to extend it… the last one was two (2) years in extension. Also the student executive director of Ram Ride and a few key people in Student Affairs would have input.*

*Sam: And it also has to be approved by Senate.*

*Lance: I don’t think the last one was?*

*Andrew: Yes it was.*

*[Reach consensus that it was voted on by Senate].*

1. Rioux: What if a new MOU wasn’t signed and we didn’t move them?

*Lance: That is a very large hypothetical that we would address if we come to it.*

*Andrew: It all depends on a hypothetically. Ideally all this falls through and all the books are clean. There are a lot of checks and balances on it, there are five (5) to six (6) levels of checks in this financial document. The chances of financial mismanagement are very slim. Ideally this comes back quickly and we won’t have anything to worry about.*

1. Kelsey: So if there is no financial mismanagement, when will we hear about the personnel mismanagement? And if SFRB votes yes on the student fee increase, will the bill still go to Senate?
*Lance: It is a resolution, so it’s not binding in any form. No allocation if money or specifics in that. SFRB also isn’t technically bound to anything that Senate decides.*

Old business

* SLiCE- New Resource Request
	+ Nick: I move to adopt the SLiCE New Resource Request [Seconded]. I believe last week we shared similar sentiments that SLiCE was in need of adding another person to support the campus. I talked to constituents of mine, many of whom are leaders in student organizations, and they said it sounded awesome because “more friends, more allies.” I think the only reason we didn’t do it last week was out of formal courtesy to SLiCE, since the director and liaison were not present.

Rioux: I also talked to constituents, and I got a quite different perspective. People said they didn’t think they saw SLiCE using their funds correctly, that the students aren’t being managed well, and that there is an inadequacy in response to student organizations. But I think the goal of this resource request is to improve that situation and response. I just wanted to get that opinion out there, and to see what discussion could occur around it.

* + Yohana: A lot of student organizations within the background of El Centro are confused about the processes of funding. So this New Resource Request is great for them because there are small issues that happen in between applying for these applications and the actual receiving for funds. Because they don’t know all of the rules, so money doesn’t go to all the things they need paid for. I feel like this new individual in the office will help with student organizations being in the office and allowing organizations to have full efficiency.
	+ Lance: Is there any more discussion and debate? [There is no more discussion and debate]. Moving into a vote on passing the SLiCE New Resource Request. [Roll call vote.] [Abstain from vote due to conflict of interest: Ryan. Grace, Kelsey, Patton.] That passes 11-3.
* Interpersonal Violence Safety and Response Fund- Mandatory
	+ Ryan: As you remember, we asked for the updates for the budget with the salary savings. As you see with the Mandatory, it is actually lowering fees for about fifteen (15) cents and the New Resource Request is coming just a little under what it is proposed.
	+ Andrew: So considering we are seeing a decrease in the Mandatory, and the fact that everyone should have gotten constituent input at this point, I personally feel fine voting on the mandatory. So I move to adopt the Interpersonal Violence Safety and Response Fund Mandatory Increase—or decrease, in this case. [Seconded] Considering that this is a fifteen (15) and nine (9) cent decrease, I suggest we just vote yes immediately.

Nick: Can I call to question?

Lance: Yes.

Nick: Ok, I call to question.

Lance: Previous question has been moved and seconded. All in favor of ending discussion and debate and moving to a vote? [Takes Aye vote] Aye, motion carries. Now entering discussion and debate on the vote.

Ryan: Point of information. What does call to question mean?

Rioux: It means we stop talking and move to a vote.

* + Lance: We will now take a vote on the Mandatory, which is a fifteen (15) cent decrease. [Takes roll call vote]. Unanimous vote: that passes.
* **Adjournment Discussion**
	+ Andrew: I move to adjourn. [Seconded].
	+ Lance: We will move into a vote. [Takes aye/nay vote]. Aye wins. We are adjourned.

Adjournment

Lance LiPuma adjourned the meeting at 7:14PM.

Minutes submitted by: Michelle Sogge

Minutes approved by: [Name]