

## **Incidental Fee Committee Open Hearing #2 Minutes**

**Thursday, November 20th, 2020 | 10:00 AM**

**Via Zoom (link in calendar invite, IFC Website, and Social Media)**

**Makana Waikiki in Chair**

### **Minutes**

1. Call to Order
  - i. Meeting was called to order by Makana Waikiki at 10:04 AM.
2. Approval of agenda - Approved.
3. Roll Call (name, position, pronouns)
  - a. IFC Members: Makana Waikiki, IFC Chair, Nick Denning, IFC Vice Chair, Juliana Cameron, IFC member, Logan Jackson, IFC member, Quentin Kanta, IFC member, Carlos Fonseca, IFC member, Blanca Jiminez, IFC member, Elvis Eolis Santos, IFC member, Kayley Arpaia, IFC member.
  - b. Advisors: Darin Silbernagal, filling in for Anna Karaman, CFO & VP of Finance and Administration, Gary Dukes, VP of Student Affairs will be joining in later and David McDonald, Associate VP for Public Affairs & Strategic Initiatives is absent today.
  - c. Area Heads: NJ Johnson, ASWOU President representing ASWOU, Emmanuel Macias representing Wolf Ride, Malissa Larson representing Abby's House and Engage, Rip Horsey representing campus recreation, Patrick Moser representing Student Media and Student engagement, Tammy Garner representing Child Development.
  - d. Other Representatives, Liz Marquez Gutierrez, ASWOU Senate President.
  - e. IFC Secretary: Sharon Price

### Old Business - none.

4. None

### New Business

Procedures are to type into chat, and you will be called on. Please don't speak until you are asked to. Preliminary Allocations sheet was shown. There are 2 option fees listed that they are wanting, either \$150 or \$175 to be charged to every student no matter what their class modality is.

5. Open Hearing

- Jared Richerson - He is a sophomore here at WOU. He wants to give some insight on what the health and wellness center has done for him and his experience here at WOU. He works out 5 days a week. He lifts nearly every day and works out on the wall Tuesdays and Thursday and on Wednesdays. He is working out and rock climbing the wall and lifting as well. He got really involved with the Health and Wellness Center last year as a freshman. It helped him get involved and interested in the outdoor classes that were going to be happening before COVID. He got really involved in working at the wall and we are missing out on the community and negatively impacting them. There aren't funds to have more people working and with all this COVID stuff, we don't have the resources to man it. The Health and Wellness Center is really an extraordinary resource that is offered here at WOU and is an awesome resource to have. The gym is meticulous and the staff does a great job of keeping it up as a resource for those who want to stay active. With COVID, and with all the COVID stuff, there's not a lot to do, it's not like you can go bowling to keep active or anything. I think being

healthy is really important. Right now, we only have three sessions.

These are great to have but it would be great to have some midday and evening so students who have classes can come. The attendance is low compared to last year when I saw a lot of people in the morning. The Health and Wellness Center is a huge part of a lot of students' lives and really important to have the health and wellness center open. It really hurts to not see it operating at its full capacity.

- Quentin Kanta: To follow up on what you were saying, and you mentioned that you work at the Health and Wellness Center. To have the Health and Wellness Center open more, would you be willing to pay more to be able to have the health and wellness open longer?
- Jared Richerson: Yes, I think the WOU community pitching in a bit more, even though no one wants to pay more, and times are tough, but I think everyone would be willing to pay more to be able to be at the health and wellness center. We used to get a lot of our funding from the outside community that we don't get anymore, especially from the rock wall. To increase and have a little fee to increase the hours would be really great. We could try it out for one term and see how it works. It wouldn't be crazy hard to reverse if it didn't work out.
- Nick Denning: Thank you for your testimony, a lot of us are really pushing to fund the Health and Wellness Center because we know how important it is to stay active right now at a time like this. The fee that is being charged right now has been one that has been charged for a long long time. It has been legislated by Oregon law and is a legal fee that we have the right to charge. What Quentin is

talking about is a reduced fee. This fee used to be \$250 - \$360

depending on the amount of in person class credits a student was taking. We are trying to charge \$150 - \$175 to students across the board whether they are taking online or in person classes. Does that change your decision at all?

- Jared Richerson: I am never a huge proponent of paying more than is needed but yes, it sounds like doing it is not a bad idea and if it doesn't work, we can see. I would be willing and if it doesn't work we can change it in the future.
- Connor McCord: He is from the baseball team. Question - regarding the baseball term, was there a final decision made for winter and spring term? They want us to talk about the money for athletics for winter and spring term combined and split up among all terms?
- Makana says yes on this, it is for all teams and split up except men's and women's basketball which is split up because they have decided to not have a season this year. Connor McCord: We are a spring sport, has that money been combined? Split between all teams except men's and women's basketball. He would like to speak about what they've been doing this fall and how they've been taking the precautions and all of that. We don't have many new freshmen this year. They are living in the dorms and everyone is taking the proper precautions needed. Athletics here at Western has skyrocketed here in the past few years and even during the pandemic. A lot of people want to come to Western to play sports. Being a spring sport we have one of the better chances of being athletes and being able to play our season because it's a spring sport and we

have a little bit more time than everyone else. It was a bittersweet moment last year, getting cut short. We only played 12 games last year and a lot of other teams had this same issue. We would be really grateful for this money and this opportunity to play this year. I am a fifth-year senior and I could have chosen to not come back this year, but I did because the environment here at Western is just so great. I've loved every minute of being here and being in this community and just making friends I'll have for a lifetime. Thank you to all the staff here in the IFC committee for doing what you do and we really appreciate it. Thank you.

- Nick Denning: Do you feel that money going to athletics benefits the whole of Western's student body and how so Connor?
- Connor: I think sports in general brings in more students. Obviously, we have athletes willing to play and they have to be full time students technically to be eligible to play in their season. I think it does draw in other people from the community like if they know someone who plays on a team, they can say, "yeah, this place is really great." It's like you are referring someone to come or a place they love to go. It's a really good community here and as far as I've seen, they really get along quite well. So, I think in that sense, yeah, athletics can really draw a lot of people in especially in time like these.
- Mitchell Hulse: I am with Connor as well and am a baseball player here. I went to a junior college first, this is my third year and I am here as a transfer student. Athletics draws students in and the success of the baseball team and all the teams around here. I think that was a major driving factor in my coming here and

that it is a great community, we really would love to have a season and like Connor, I am a fifth-year senior. I do my internship with Coach Mentzger and we do every precaution and cleaning stuff and have the potential to have a really healthy and successful season. And we would really appreciate the money. Thank you.

- Quentin: Would you be willing to pay the reduced fee of \$150 or \$175 incidental fee to be able to continue to have your team sport funded?
- Connor: Yeah, absolutely. I'm also a big advocate for the Health and Wellness Center. I play intramural sports when I'm not in my own season. And I go in to work out and I think it's a great thing for students. I would be on board to pay this and to be able to play. I think a lot of other people who do sports would be as well.
- Nick Denning: Thank you so much Mitchel for presenting. I think it's really cool to hear so many talking about athletics in such a positive way. As an IFC, regarding decisions we have two options:
  - 1) To accept an influx of money straight from Rex Fuller of about \$400,000 and to fund the rest with a certain amount of money we have in the bank. If we did that, students would not have to pay an incidental fee this term.
  - 2) We could charge students the \$150 or \$175 and we would get about the same amount of money. One thing to consider when we are making this decision though is if it's raised by over 5% from year to year, it can be turned down by the President and the people the President works for, the Board of Trustees next year. Which means that next year, if we don't institute an incidental fee right

now, we may not be able to fund things like athletics and anywhere

where funds are needed. With that in mind, do you value the success of

athletics next year to the extent you would be willing to pay the fee this year?

- Connor: Yes, I think so. I know sports is a great outlet for people. I've been working along with the football people and I know a lot of those kids are working full time to pay their schooling somehow. Not having athletics would ruin a lot of students' lives in a sense. I think it's very important. I want the best for everyone here and to make the best decision for us to be able to keep playing sports but also to be able to have the whole student body to have the facilities they need to have to live a healthy lifestyle.
- Isaac Golden: Like Jared, I work in the Health and Wellness Center. I am a graduate student. I have been at the Health and Wellness Center as a guest specialist at the turf field and the rock-climbing wall for the past six years. While I'm not entirely savvy with all the terminology of the budget and stuff, I definitely can testify to the fact that being here for this long you can see a direct correlation with the health and money that has been allocated to the Healthy and Wellness Center and to the health and wellness of the actual student base who are coming. When we have the programs and the resources, when those things are available, and we generally do see them utilized to a pretty large extent. There is definitely to an extent that you don't fully value something until it is taken away from you. We are seeing a greater commitment and dedication by members to the rock wall and to the facility as things have been stripped away. It's actually coming to the forefront how important these programs and the facilities are to the

student body. And to the community, but that's a discussion for another time. We definitely have taken a big hit to our funding and also to the culture and climate of the facilities by losing our community members. It's been a big hit to us. I don't know all the technicalities of the finances for the future but it is very important. When we establish a path and plan to move forward with financial opportunities to the health and wellness center and for the campus health and wellness facilities.

- Quentin: We decided as a committee unanimously to get funding to campus recreation than what was initially requested. And we did so on the contingency that anybody who's hours had been brought down would be brought back up to full time. Do you support campus recreation funding to be brought back up for that purpose?
- Isaac: I certainly do, especially when it pertains to our administrators like Rip and Andy, those personals. The skills, that talents and the abilities that they bring to the table, I don't think we could function without their support and their involvement in the program.
- Makana: Thank you to everyone who shared, great job.

### **Breakout Rooms happened**

- NJ Johnson: Thank you to everyone who shared their stories and This is what the incidental fee process is supposed to look like.
- Rip Horsey: Could all the IFC group stay a bit longer to discuss the timeline.
- Makana: Yes, after the meeting for everyone to stay please.
- Rip: Could this please be within the meeting and be recorded.



- Quentin: I want to let all students who came and gave testimony, thank you for being here and that we rely on student feedback and we really appreciate you taking the time to be here. To that point I also wanted to let everyone know that it was at the request of certain administrators that we not have these proceedings and to not even have these open hearings. I am thankful that you are all here and that all the other committee members shared my same passion for maintaining the same open hearings and open hearing process for feedback. There was pressure from certain administrators to skip over these hearings so we could present our decisions to the board of trustees this last week. We all unanimously decided and felt it was more important to maintain transparency and the democratic process and so thank you to all of you for being here. I'm really glad we were able to push through and hold these.
- Makana expressed her appreciation for everyone for coming from everyone on the IFC committee to help make these decisions. You can always email Makana at [ifcchair@wou.edu](mailto:ifcchair@wou.edu) or see information on the IFC web page. We want to get as much feedback as possible for anyone unable to make these hearings. IFC chair emails will be read at the final hearing to get feedback. There is a Google form you can fill out on the webpage. IFC members and advisors and heads were asked to stay and everyone else was dismissed.
- Rip Horsey: Could we please review the timeline that impacts the abilities to ask for additional staffing. When would the decisions be made?
- Makana: The final decision will be made at our next meeting on November 25.

- Rip Horsey: That's great. It's wonderful to hear you are working on the front end of December. The one thing I need to ask is, and we understand it's a very difficult year with COVID. Since you are all following the complete IFC process at this present time is that normally we in the first week of January return and are needing to provide the larger budget and then in the second or third week in January, while the smaller budgets are already presenting, since we are doing a different set up of what we were funding last year, we basically need to know is, what are we basing our 2022 budget on? Is that the approved 2021 budget that was allocated and is being altered as we are working through restrictions? Or are we basing our budget on our restrictions and going off of the 50% for the next year? This is an IFC decision, not mine but you just need to tell us. What exactly are we basing our next year's allocations on. Regardless, it was the amount that was approved last year. We also are supposed to meet with our subcommittees and our advisories, departmental advisory committees in January. This would be very helpful and I know everyone is working very hard on this one. We just don't want to be delayed or cause you any other things to delay anything. The information for 2021-2022 is needed so we don't get delayed going into the normal IFC schedule.
- Makana: We will be finishing up this term for next term. It will be sent to the Board of Trustee before the end of the term. They will be calling an emergency meeting and to not collect the fee and if not, there are other things we will need to do for that. This is our decision that we will be making on the 25th. When January comes around, the committee is operating on the assumption that it has

to make decisions for spring term as well as for the following year. The first thing we, the IFC will be working on is the decision for spring term - meeting the first week of January. This should be a little bit easier for the areas since you don't know what all the year will look like and it will give you a bit more time for that. They are hoping to meet spring term to determine the following year so your budgets for 2021-2022 will be due the first week of spring term.

Does this sound doable to everyone?

- Emmanuel Macias: He hears Rip and is in the same boat with him and what that looks like. Normally we would get a template from the budget office that already had projections with student wage increases and any OPE increase projections. Historically we all would have gotten that and then make adjustments from this to submit. I don't know if any of you are in communication with the budget office and totally understand that they are extremely busy at this time and down a staff member with Camarie being out, but this is very helpful to me at least, to communicate with them. I don't normally work with depressions but it had that on there. It's not something that impacts the budget I send to you but does affect the budget on the back end of accounting. So, I just wanted to echo that those budget sheets are very helpful. I think that is in the bylaws that the budget office is supposed to send those to the area heads. Just wanted to throw that out there.
- Makana: Thank you. Yes, absolutely that the budget office should be sending those out. She has not received them. She thought it was sent to the IFC secretary and then it would be sent out. She will email them on this and CC Camarie on it to see what she has to say on it.

- Darin: He has planned to put together a projected budget before now but wants to have it be as accurate as possible waiting as long as possible. He does expect for this to happen before the last of the year and before the last meeting. Camarie is basically the budget office so this make it a bit more difficult. He can follow up on this as well. His concern is having a spring budget for next year due in April gets approved, which is the norm and he thinks that is still the plan. This kind of forces us to work backwards on this. He can put some type of a calendar on this if it helps? It's one of those things that we pretty much need to start early in January to be completed with hearings timely. It gets folded into the fee book and if it gets changed so for whatever that process looks like, it will get put in. We want to get this fed in so it gets loaded in. For whatever we do, it will need to be overlapped with spring term and with next year and has to be done before spring term starts. Winter term is always a difficult time with once a week meeting at minimum and hearings and we will have to double up. So, this will be difficult. He can work on a calendar if that would help and provide that as well. If we meet more than once a week, it will be fine and we can work on that but if we meet just once a week it will be tight.
- Makana: Essentially what that means is that the committee would have to make decisions for both spring term and next year at the same time. So, we will be making the discussions for spring term and 2021-2022 at the same time that's a lot. What that means is that the IFC will basically need to meet twice a week and that's a lot to be able to get those things done. Historically, the meetings tend to go way over anyway and we are still rushed. This is something we will need to

talk about as committee members and make sure that is something that we can commit to for winter term. That is a much more grueling process just to want everyone. Essentially, we will be needing spring requests and budget from area heads the first part of January as well as next year's projections and requests in that same week

- Emmanuel: To throw his two cents worth in logistically, he will work with the IFC secretary to get a calendar out and have your availability listed because everyone probably has their class schedules for winter term now that registration is done. So hopefully your classes are all blocked out so the sooner you call all commit to times the sooner the better. Then you can know when those meetings and they can be all scheduled.
- Makana: She will work with Sharon
- Rip: Since he has been doing this for 10 years. The IFC process that you have in front of you, you have all done before. If you look at your spring allocation, you put spring and say that you are going to do that first and do it in the first three weeks of January. You already lined that up and put everything can just be put in the same spot. Then you take everything put into spring and plug it into winter. Squeeze it in so your weeks are done and hearings are set. Then everything else, your preliminaries are done. It's the responsibility of the area heads to get it to you, it's the preliminary part that we already know. You should be asking us this before December that gets to you.  $\frac{1}{3}$  of last year's allocation minus the 50% or 55% of allocation, whatever it is, that's up to you. Then we can get that to you. Then we will have a month to get those to you. Then in January, you won't have

2020, but we will have more time to work with the budget office and at that point you will know the back end of spring and you can line these up and have double open hearings and work backwards. He isn't telling anyone what to do, but has been doing this for the last ten years. The hardest part is all the hurdles of processes you have. You all already know how to do all this. It's straightforward and you have done this all before, it's just larger numbers. The presentations are more robust and there's more things that need to be done once we give you our numbers. You will have to ask us a lot more when we ask for the next year but in truth you are way more knowledgeable as IFC's than previously, not to knock previous IFS's, but you've had to go through these things. We're set as area heads. We just need to know a little bit more about the fiscal for next year which will give us just a little bit longer. Now our job is to prep to get ready for those first couple weeks in January to get ready for spring. That will meet Darin's requirement to the state to get the fee schedule into the fee bill book and to be good stewards all the way around.

- Makana: Are you thinking we should do two IFC processes at the same time? One for spring and one for winter
- Rlp: You've got to be done by the first week in January because it needs to go to the senate then it needs to get to the president. Then you can wash your hands of it. Then \* you have your timeline set for the last week in January, February and March because you will really have to stack things up to make it work. Then if you look at fall, you've already done it, you've truncated it and know what to do and put it in and you're all set to go. Maybe quickly put in a meeting early

December before we leave and have it all set and ready to go before we leave. That's another possibility so you don't have to run them

simultaneously, so you can cut one off before you start the next one. Have one cut off and then move to the next one as quickly as possible and have it all ready to go. We can have our numbers all to you before spring allocations. It's a push and maybe Darin would have more information and a recommendation because he's been doing it a lot longer. You know how the flow goes.

- Makana: Can everyone have a meeting the week of December 4? She will take everything Rip said and Darin and add an extra meeting the week of December 4. She will put together a calendar for then. For that meeting, will all the area heads be able to have figures ready for that meeting? Will you be able to have everything ready for that meeting?
- Emmanuel: The sooner you can let people know, the better.
- Makana: She just didn't want to add more to your plate knowing everyone is stressed right now. She knows everyone is short staffed and will send out that email soon. She will send out an email calendar soon.
- NJ: To address Quentin's questions vocally, do we have to allocate for spring 2021 in 2021-2022 at the meeting? There is a Board of Trustees meeting on April 21st for an IFC fee request for online students will be done at that meeting. The fiscal 2021-22 will be done at the regular April meeting. That is his understanding on that. Currently we have an IFC meeting scheduled on Dec. 3 if we wanted to keep with that if we don't get the timeline done and can work for most people if needed.

- Makana: She is looking at the calendar and it does not list a meeting that week. She meant the 3rd. The calendar is set and was voted on but doesn't have a meeting on it. If we are going to add one, we just need to get approval from all members.
- Darin: The one thing that is difficult as far as he knows, is that the institution has not made a decision yet on spring term making an early decision on things much more difficult. The process in January will be as normal but will need to work spring over the top of it. When our enrollment was up, we used to do this to and over realized it. And I see this process happening again and we will just have to work through it. Until the institution announces it, you won't know on it. They won't want to announce early so you won't be able to do it early. Echoing what Rip had said earlier, so many moving parts makes it difficult.
- Makana: Consensus from student's is that they want a lower fee but want everyone to pay it. That's an option they looked at last year as well. Anna had said that this was something we were probably looking at going to in the next few years anyway because of the projections that they have come up with. And to have everyone pay the same fee no matter the modality is something that IFC could do. This could save us some complications when it comes to tiers and as well as over realized amounts of money. No matter what they are paying, we want to make it clear to students as well for what they are paying and when they are paying it. So, there is a direct correlation between what they are paying.
- David Janowiak: If you do ask us to generate a budget for the spring, you will need to let us know if it's 50% or 55% of the  $\frac{1}{3}$  like we have done for other terms.



We need to know this before we can make projections. If you could please clarify this before you make this ask.

- Makana: Essentially, I would say the 55% of your budget which would give us a better amount in case we need to lower.
- David requested that Makana send out a written explanation of this.
- Makana: She will be sending this information out early next week with all this on it.
- NJ: Requests that there be a formal vote on what is being asked; And what can we do with the 55% and what is your specific ask that you are bringing to the IFC.
- Makana: Are you requesting that we do this now?
- NJ: If you want to.
- Makana: I will think about this.
- Quentin: This probably isn't the best question to ask, but you brought it up and there is no one else to ask. You had said that the institution hopes to move back to primarily in person classes for spring term. Is that a decision that students will have any say on? Or is that just a decision that is made "up there?"
- Darin: Yes, I think it will be a much broader decision than what IFC normally make. My guess is that they will get input from all over the place, but that we will probably do whatever the state says on this. They keep modifying it every week on what they expect us to do. That is the best answer I can give you right now.

- NJ: Historically for fall term 2020-2021 the institution level decision was made by the reopening committee. NJ is the only student on that committee so there is some student representation that we have for input on this.
- Makana: I want to explain why I'm not just jumping into this, over the summer we operated as a special committee and we asked each area, "what do you need to operate just to get by this term? What do you need for your programming, what do you need for your staffing?" This all came in as overwhelming and is how the 50% came about. She apologizes for this as she wasn't able to be at the first one or two meetings. So, she may not know all the decisions made during her absence. It's hard for her to say that she needs to cap you at the 50% because she knows you need more to run your programs. She wants to open it up to the floor on how much you would like to ask and then we can vote on something like that.
- Kayley Arpaia: We talked about wanting to make sure as many people are working as possible. To include in those asks - to find out how much you will need to include to get people back up to full time under you. To find out what amounts are needed to get people to 1.0 for those who need it. Distinguish how much you need to get by and how much to work at full capacity. How much you need to get "X" amount of people to get positions to 1.0 or something like that.
- Julianna Cameron: Her thoughts are going around the 55% and give a range. Instead of giving 55%, give an amount that it would be beneficial to have an amount of cut packages. Do cut packages with a plus and minus range.

- Makana: What is your base amount and then what is the amount needed next, and what amount would be needed to fully fund. What is the least amount, then the next amount and the next amount next and full amount funding.
- Nick Denning: I think we could operate on what areas have received this term and do that for winter term. We know they can operate on this. If you need more staffing, how much would that cost? Then we can say, yes, we can allocate that much, then add to allocations for spring and the extras or cut packages for full staffing and for additional staffing.
- Makana: It looks like that is a perfect mesh of everyone's ideas. We will have your base needs for what you need for winter. That would then translate into spring. Then your extras for what you would need for full staffing. What you would need for an increase in student hours. Anything else you would want to see in these additional packages.
- Nick: I want to be sure to have inclusion for all students online.
- Makana: This might be difficult for some like Wolf Ride, but give additional amounts for staff and for what that might look like.
- Rip: I'm glad that Nick brought that up, on a monthly basis, I meet with all the other campus directors around the state. Wish I could have recorded it and shown it to you. Students are done with virtual, just done with it. Our participation rates are going down as much as we're reaching out to online students. We can maybe get a one- or two-day virtual fitness challenge events. It's just really tough to get and we are relying finding resistance to put any more out there.

- Darin: One more thing, that I mentioned a long time ago. To the extent the area heads can have lists of things they are doing to help the online folks that will help. And to make those lists as robust as possible. The more robust to make those lists, the better.
- Nick: Darin, yes. Rip, I understand, dang, yes, oh geez. I bet with the money you are getting you could do so much more with the funds if it was in person and get so much more participation versus online and probably end up being a better use of the money that we give you.
- Makana: It's the beginning of winter term and we are coming into the cold. And coming from summer, when people didn't get to spend it the way they wanted to. We are coming to the time of seasonal depression and it is very difficult for students. To just have the motivation to go to class and then to go do a workout, it might just be the one thing that they can do to not be stuck inside. I know that enrollment and attendance rates might be going down slightly, I think we still need to be offering these things as much as possible. It may be the only place that students have to turn. Oh, the gyms closed, oh they're not doing this or that. If they don't have anywhere to turn, it is going to get really bad. And we don't have any counselors anymore. So, there isn't any sort of outlet for students any more so it's really important that they have some sort of an outlet to turn to if they need to is the point of making sure our fee funded programs are funded. Is that something that we would like to vote on as an ask for our area heads for packages and plus packages by December 3, 2020. Does someone want to make a motion on that.

- Nick: I move to request that the area heads put together a budget proposal that they request a base package as what they received for winter term and then with the addition of plus packages with amounts that they want by December 3, 2020.
- Makana: Do you want to specify what you want in those cut packages?
- Nick: Yes, some possible plus packages might be increases in programs, diversification of programs, increases in staff pay, staff employment and student outreach. And student employment. That's the motion.
- Blanca: Seconded the motion.
- Makana: Any conversation on this motion? Any discussion. None, noted. Vote taken. It was unanimously voted on and passed by all members present. Passed 8 - 0 - 0. That is the new ask from area heads for their budget submissions to be received on December 3, 2020.
- Rip: I think you have given us a tremendous thing that we can get this information to you as soon as possible. I think we kind of know our numbers of what we are going to receive for winter is what we will ask for in spring and then we can add what we want. Then you can give us pushback on what you can give us. Great, thank you so much and we can give you this information in the shared drive.
- Makana: I'm going to ask that everyone have it in the shared drive prior to the December 3, 2020 meeting so we can have it to discuss at the meeting on that day. That could be 5:00 PM on December 2, 2020 as we won't be looking at it until that meeting.

- Emmanuel: To clarify on this, when you say additional need, do you mean I could just ask for the full 100%? Should areas realistically ask for an additional day or 5%? Could people ask for the full 100 and then have the committee lower the amount? It might be helpful to know what we should be asking for.
- Makana: We want the asks to be at the 50%, or what you got this term. Then all the requests for the plus adds. If you say you need one more day or more staff for students and staffing for employment. As for Wolf Ride, you can say I need one more day, open availability, gas mileage, using equipment, driving around students. All those needs go into your plus ask. We don't want to limit you, but please be realistic. You can put the 100% in but please be as realistic as possible. 100% of everyone's, we won't be able to do.
- NJ: One clarification question, any leftover balance in all of our areas for fall term, will that go back into our IFC or because it's within the fiscal year, will it stay in our accounts?
- Makana: Turning to Darin on this one. Her understanding is that it would roll over but then Pres. Fuller said something about a \$100,000 sweep back so it would go back.
- Darin: That would be up to the committee. In normal years, you could roll over, but this isn't a normal year. The committee could allocate to have it roll over and allocate to keep it out to the areas to be spent. Hard part of it being mid-year, it will make it more difficult to do but you can roll over. End of the year it would accrue back and be easy to do. It's still your call and what you think is best or

want to do. They can do either one, so whatever you think is best and what you want to do, it's your choice.

- Makana: 2 choices:

- 1) We can choose to have it all swept back into the IFC at the end of every term and start again.
- 2) We can continue to let them have whatever money hasn't been spent and is leftover and have it roll over into the next term.

She has requested to have each area head let IFC know how much they have left so that it can be added to whatever decision needs to be made for the next term. Some areas don't have anything left, and some have a lot. We want to be sure we are being as educated stewards of this money as possible and be as informed as we can. Opening it up to the floor.

- Nick: We shouldn't need to roll back after every term. As long as area heads are transparent about how much money they have going into spring term. We can make decisions based on how we always have.

- Juliana: I agree. It's really important that they be honest with what they have. If athletics take two terms and take what they have and roll over that would be unfair. She would like to just roll back at the end of the year.

- Makana: Do we need to make a motion on that?

- Liz: Yes, we need to make a motion. She thinks that would be best.

- Makana: Motion from someone:

- Blanca: She motions that areas heads keep their funds in that area and have it roll over to the next term instead of sweeping them. And she requests to have

each area head tell what they have left in their accounts. And to be transparent with us in what they have left over and to include this in their reports by December. 3.

- Julianna: Seconded the motion.
- Makana: Any discussion? no. Roll Call vote: Motion passes 9 - 0 - 0.
- David: Point of clarifications. If they have \$1,000 at the end of fall and ask to roll over to next term. Can we assume that we will they get \$1,000 less the following term?
- Makana: It depends on what the ask is It might not mean you will get \$1,000 less or more. In the effort of transparency, we want to know the amount as a good faith and the committee will vote on this.
- Rip: Expresses appreciation for this extra hour in helping them shave time off in doing this.
- Makana: Thank you for bringing this to our attention Rip.
- NJ: Requests that this gets sent out.
- \* Makana: I will send this out as soon as possible. And Sharon will send the minutes out as soon as possible to get this done.
- Liz: Thank you to IFC members for their work and area heads for providing relevant information to the IFC members. It's really helpful. The Senate is having an emergency meeting at 2 pm on Wednesday after you have made your final recommendation. If you are interested in attending, Makana will be presenting but I can send that out to you all.



- Makana: Yes, she will be presenting. Thank you to you and the senate for doing this. They will be presenting at this from Nick and Quentin's presentation that they've been using to present to other areas. It really helps if everyone can be there to answer questions. Any more questions? No.
6. Messages from the Floor – there were none.
  7. Adjournment:
    - Meeting was adjourned by Makana at 11:52 am.