

Incidental Fee Committee Meeting #3
Monday, January 13, 2025 | 7:00PM
WUC Calapooia Room & Zoom
Rhylie Sevits in Chair

Minutes

1. Call to Order
 - 7:01PM
2. Approval of the agenda
 - Nathaniel: I move to amend the agenda by moving #5 Open Hearing logistics & Advertising to new business
 - Skylar: I second
 - Rhylie: Any dissent?
 - i. None
 - Cody: I move to approve the amended agenda.
 - Nathaniel: I second
 - Rhylie: Any dissent?
 - i. None
 - ii. Agenda approved.
3. Approval of minutes of 01/06/2025
 - Skylar: I move to approve the minutes
 - Kira: I second
 - Rhylie: Any dissent:
 - i. None
4. Roll Call (name, pronouns, position)
 - IFC Members
 - i. Rhylee Sevits
 - ii. Cody Dickenson
 - iii. Skylar Stangeland
 - iv. Kira Shelton
 - v. Mark Warren
 - vi. Aidan VanDyke
 - vii. JD McShane
 - viii. Nathaniel Rivera
 - ix. Brenda Perez-Barrera (entered meeting at 7:14PM)
 - Advisors
 - i. Evan Sorce
 - ii. Amber Deets
 - iii. Tina Fuchs

- Area Heads
 - i. Rip Horsey, Campus Recreation
 - ii. Kristen Perry, Abby's House/Food Pantry
 - iii. Alexa Amundson, Athletics (proxy for Randi Lydum)
 - iv. Daniel Tankersly, Creative Arts
 - v. Chelsea Blatner, Student Engagement
 - vi. Linden Loren, Student Media
 - vii. Cameron Mortensen, WOLF Ride
 - viii. Brenda Martinez, ASWOU
 - ix. Rian Gayle, ACCESS
- Other Representatives
 - i. Maggie Bartosovsky, ASWOU Senate President, parliamentarian
 - ii. Lukas Dyer, ASWOU Director of Business & Finance
- IFC Secretary
 - i. Paula Taylor

Old Business

5. Small budget due date extension
 - Rhylie: We talked about it last week. Do small budgets need extra time if sub-committee meetings require changes to budgets?
 - i. Tina: If small budgets get feedback this week that requires them to make changes, that is allowed, then IFC decides when updated budgets are due.
 - Rhylie: Do small areas have opinion?
 - i. Kristen: If changes are needed I can have them done by Wednesday or Thursday.
 - Nathaniel: What is the reason for the due date ?
 - i. JD: Reason due date because they present next week, and you have time to review.
 - Rhylie: What does IFC think?
 - i. Aidan: Wednesday allows time to make changes.
 - Rhylie: Next week's meeting is on Friday not Monday. Done before the next meeting. Large budgets due next Friday.
 - JD: Thursday is 5 days
 - Rhylie: End of day Thursday.
 - Aidan: I move to move the small budgets due date to 5pm on Thursday.
 - Cody: I Second
 - Roll call vote: Nathaniel yea, Cody yea, Kira yea, Skylar yea, Mark yea, Aiden yea, JD yea.
 - i. Motion passes 7-0-0

6. Sub-Committee meeting
 - Rhylie: Same as last week, same rooms, 15 minutes per presentation.
 - i. Student Union Activities – WUC Rogue Room
 - ii. Education, Cultural & Student Government #1 – WUC Calapooia Room
 - iii. Education, Cultural & Student Government #2 – WUC Santiam Room
 - iv. Athletics & Travel - Metolius Room

Rhylie calls meeting to recess at 7:13PM

Rhylie calls meeting back to order at 8:18PM

New Business

7. Open Hearings Logistics and Advertising
 - Aidan will make a new poster with dates and times of Open Hearing.
 - Evan: There are notification rules. Set some dates. In-person and remote. Not all IFC members have to be at all meetings.
 - Tina: Want to schedule them sooner rather than later. Think about February as a funky month for weather. Last year we had a snow day. Two in person and one remotely but only 2 required.
 - Skylar: Do we have to have one in person, no matter what?
 - i. Tina: Yes
 - Amber: We can provide a zoom link so we can shift if we have bad weather. One advisor at meetings.
 - Maggie: Bylaws do not state that it has to be in person. In the budget notes it says that.. Two weeks in advance notification.
 - Aidan: Worried about inclement weather?
 - Rip: In the past the IFC has done this during regular meeting times.
 - Nathaniel: Maybe later than 7pm. Earlier in the day and different days
 - Aidan: Look at When is Good? we used before. Do we need quorum?
 - i. Rhylie: No
 - Amber: Online pretty good response. During lunch time good attended. End of the day not good attended.
 - JD: Open Hearings are not just in person testimony. Can fill out a form on Involve. Students do not have to be in person
 - Skylar: One in the evening was good attended, all were 2 hours long.
 - Rhylie: We want to do one in the evening and do one at lunch time. What do you think?
 - Aidan: One evening, one on regular time 02/24/25 7PM.
 - Rhylie: Schedule for 1 hour but keep 2 hours open.
 - Skylar: Do the time that we all have 7PM-9PM.
 - Rhylie: 2 in person and one zoom. Lunchtime one in person?

- Aidan: Friday lunch most IFC people available.
- Evan: Friday afternoon not vibrant. Lunch time students wander into this.
- Rhylie: ASWOU Fridays.
- JD: Define lunch?
 - i. Rhylie: Noon to 1PM. One more zoom time
- Aidan: Friday evening zoom?
 - i. Rhylie: Family weekend this weekend.
- Amber: Request zoom after normal business hours. Opportunity for graduate and non-traditional students to attend.
- Cody: How many IFC members do we need to have?
 - i. Rhylie: At least one.
- Nathaniel: Is anything stopping us from Zoom on Monday after in person?
 - i. Rhylie: One after another we might need to cut short one meeting to go to the next meeting.
- Aidan: Evening time Wednesday or Thursday.?
- Rhylie: Anybody available on Wednesday? I am not available.
 - i. JD: After 6PM.
- Rhylie: 6:30PM - 7:30PM?
 - i. JD: Yes, I can do that.
- Rhylie: Monday February 24 7PM-8PM in person (Skylar, Kira, Brenda, JD, Brenda, Aidan), Wednesday February 26 6:30PM - 7:30PM zoom (JD, Brenda, Mark), Thursday February 27 12PM-1PM in person (Cody, Skylar, Mark)
- Paula: Prefer no zoom for in person meetings.
- Tina: I recommend in person to be in person and Zoom as back up for inclement weather in person meetings.
- Aidan: I need details and QR code for the zoom link.
- Nathaniel: Advertising on social media?
 - i. JD: ASWOU will publish on social media accounts.
- Aidan: Print and document for online use.
- Skylar: Emailed to all students.
- Aidan: Tabling?
- Rhylie: Let's keep that for the next meeting.
- JD: Does this need to be officially tabled?
 - i. Evan: That is the chair's discretion.
 - ii. Rhylie: We will keep it for the next meeting.
 - iii. Nathaniel: It is not specifically on the agenda, do not have to officially table it just put it on the next agenda.

8. Budget Presentation parameters

- Drop budget presentation in IFC shared drive

- Everyone has access to shared drive
- Order of Area Head presentation
 - i. Nathaniel: Small budgets in alphabetical order?
 - ii. Rhylie: That is easiest for everyone's sake.
 - iii. JD: We did that last year.
 - iv. Rhylie: Anybody against alphabetical order?
 - v. Cameron: I am ok with alphabetically but I moved to the large budget presentation day, but am ok with going first on that day.
 - vi. Rhylie: Sounds good.
- How much time for presentation
 - i. Rhylie: How much time for a small budget presentation?
 - 1. JD: In the minutes I do not see the answer.
 - ii. Nathaniel: How many presentations do we have?
 - 1. Aidan: 4 small budgets.
 - 2. Rhylie: 3 large on one day
 - 3. JD: WOLF Ride does not need as much time on large budget day.
 - iii. Nathaniel: Small area heads how much time do you need?
 - 1. Chelsea: Small were 15 and large were 30. Student engagement has 3 budgets in 30 minutes, could we have an extra 5 minutes?
 - 2. Rip: Ditto.
 - iv. JD: Small 15 minutes and large 30 minutes and student engagements 40 minutes.
 - 1. Rip: Student engagement has 3 areas under it and Athletics has 9, Campus Rec. has 11, Creative Art has seven. We all just have 30 minutes.
 - 2. JD: Campus Rec is one area and Student Engagement is 3 different areas under one name. Campus Rec and Athletics are presenting one area with all their indexes.
 - 3. Rhylie: Agree Chelsea?
 - a. Chelsea: Yes.
 - v. Tina: Go through next week, all small budgets get 15 minutes. See how things go and make a decision next week on how much time they get.
 - vi. Rhylie: Small budgets get 15 minutes.
 - vii. Nathaniel: What have the budget notes noted?
 - 1. Evan: End of season notes.
 - viii. JD: Student Media is a large budget, do we give them 30 minutes next week?
 - 1. Linden: Student Media is a small budget.
 - 2. JD: You switched with WOLF Ride. Did I get confused?
 - ix. Tina: Student Media small but switched with WOLF Ride.
 - x. Skylar: 15 minutes for small and 30 minutes for large

xi. Rhylie: Unless anybody disagrees; 15 minutes for small budgets and 30 minutes for large budgets.

9. Messages from the floor

- Maggie: I am not able to attend the next meeting but Senator Morgan will be here to be parliamentarian.
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10. Adjournment

- Cody: I move to adjourn the meeting.
- Skylar: I second
- No dissent
 - i. Meeting adjourned at 8:58PM