

Student Activities Association
Budget Committee/ Board of Directors Meeting
Wednesday, October 28, 2015 at 1:40PM in Room L65.08NB

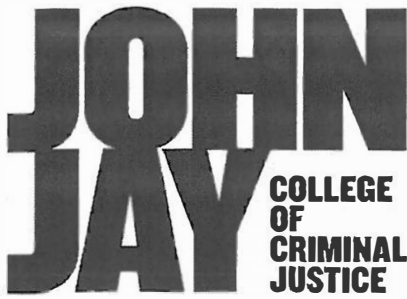
Budget Committee Agenda

1. Approval of Budget Committee Agenda items
2. Approval of the October 5, 2015 Budget Committee minutes.
3. Approval of five (5) Essential Service Budgets
 - a. Counseling Services Center budget for fall 2015 in the amount of **\$25,120.57**
 - b. Debonair Steppers for fall 2015 in the amount of **\$707.62**
 - c. John Jay Boxing Club for fall 2015 in the amount of **\$701.96**
 - d. SEFK Society Club for fall 2015 in the amount of **\$714.53**
 - e. Shut Up! & Listen for fall 2015 in the amount of **\$715.73**
4. Old Business – approval of surplus requests
 - a. Career Center Peer Center Educator Program **\$10,000.00**

Board of Directors Agenda

1. Approval of the October 5, 2015 Board of Directors minutes.
2. Acceptance of the Budget Committee Report.
3. New Business

◦Board of Directors Meeting Schedule--Next Meeting Date: **Tuesday, November, 17, 2015**



Student Activities Association
Budget Committee/Board of Directors Meeting
SAA Budget Committee Minutes – October 28, 2015:

Presiding Chairs: V.P. Lynette Cook-Francis – Board of Directors
Faika Kabir, Pres. of Student Government – Budget Committee

Presiding SAA Secretary: Kenneth Holmes, AVP & Dean of Students

Recording Secretary: Rachel Brown, Assistant to the Dean of Students

Members Present: Jeanne Marie Col, Lynette Cook-Francis, Anthony Forbez, Kenneth Holmes, Faika Kabir, Muhammad Rehman, Kyle Roberts, Toy-Fung Tung, Arturo Urena,

Guests Present: Gerard Bryant, Will Simpkins, Dana Trimboli

Order: SAA Budget Committee Meeting was called to order at 1:46PM. Quorum was achieved.

Motion #1: Motion to amend agenda from “Essential Services Budget” to “Five Budgets” – Muhammad Rehman

Second: Toy-Fung Tung

Vote: Favor [7] Opposed [0] Abstained [0]

Action: Motion passed

Motion #2: Motion to approve minutes from 10/05/15 meeting – Muhammad Rehman

Second: Arturo Urena

Vote: Favor [7] Opposed [0] Abstained [0]

Action: Motion passed

Anthony Forbez arrives.

Motion #3: Motion to approve Counseling Services budget – Muhammad Rehman

Second: Jeanne Marie Col

Vote: Favor [8] Opposed [0] Abstained [0]

Action: Motion passed

Discussion: Gerard Bryant presented request for Counseling Services budget, most of which is allocated for the part-time psychiatrist. The doctor is at John Jay for 6 hours per week for 40 weeks of the year. In 2014-2015, he saw 186 people (number includes multiple visits with the same individuals). Student must already be in counseling with a John Jay counselor in order to receive medication prescriptions from the doctor. A small percentage of the budget also goes to pay the stipends of Peer counselors.

Motion #4: Motion to approve four club budgets as a slate – Muhammad Rehman

Second: Jeanne Marie Col

Vote: Favor [8] Opposed [0] Abstained [0]

Action: Motion passed

Motion #5: Motion to approve club budgets– Muhammad Rehman

Second: Jeanne Marie Col

Vote: Favor [8] Opposed [0] Abstained [0]

Action: Motion passed

Motion #6: Motion to table Athletics and Recreation budget to 11/17 meeting – Muhammad Rehman

Second: Arturo Urena

Vote: Favor [8] Opposed [0] Abstained [0]

Action: Motion passed

Motion #7: Motion to approve Career Center request for surplus funds for Peer Educator Programs – Arturo Urena

Second: Toy-Fung Tung

Vote: Favor [8] Opposed [0] Abstained [0]

Action: Motion passed

Discussion: Will Simpkins presented surplus funds request for the Career Center's Peer Educator stipends. Jeanne Marie Col asked for numbers on how many students Peer Educators see. Will Simpkins said their sign-in sheets show between 3500 and 4000 drop-ins in 2014-2015, but the numbers are likely higher because Peer Educators also hold workshops. Professor Col asked about volunteers in Career Services. Will Simpkins said they were looking into it, but there are union issues associated with soliciting volunteers.

Motion #8: Motion to approve request for surplus funds for Wellness Center and Women's Center for Gender Justice – Muhammad Rehman

Second: Toy-Fung Tung

Vote: Favor [8] Opposed [0] Abstained [0]

Action: Motion passed

Discussion: Dana Trimboli presented a request for surplus funds for the Wellness Center and the Women's Center for Gender Justice to complete renovations on their physical space. The Women's Center needs professional removal of modular furniture in order to create event space and private space to see students. The Wellness Center needs tablet chairs to prevent theft of tablets in the Single Stop sign-in area. Dean Holmes asked the Committee about the \$10,000 limit on surplus funds requests. VP Cook-Francis said more funds had been released from CUNY, so there was enough money in the surplus fund to cover the \$15,000 request. Professor Fung noted that this is a joint request from two departments, so it would

Motion #9: Motion to stipulate a joint request from Wellness Center and Women's Center for Gender Justice for surplus funds – Toy-Fung Tung

Second: Arturo Urena

Vote: Favor [8] Opposed [0] Abstained [0]

Action: Motion passed

Discussion: Dean Holmes asked the Committee if the \$10,000 limit on surplus funds requests applies to this proposal. VP Cook-Francis said more funds had been released from CUNY, so there was enough money in the surplus fund to cover the \$15,000 request. Professor Fung noted that this is a joint request from two departments, so it fulfilled the policy on surplus funds requests.

Kyle Roberts arrives.

Motion #10: Motion to adjourn Budget Committee meeting – Muhammad Rehman

Second: Arturo Urena

Vote: Favor [9] Opposed [0] Abstained [0]

Action: Motion passed

Meeting adjourned at 2:12PM.

Order: SAA Board of Directors Meeting was called to order at 212PM. Quorum was achieved.

Motion #1: Motion to approve minutes from 10/05/15 meeting – Muhammad Rehman

Second: Kenneth Holmes

Vote: Favor [6] Opposed [0] Abstained [0]

Action: Motion passed

Motion #2: Motion to accept Budget Committee report – Arturo Urena

Second: Faika Kabir

Vote: Favor [5] Opposed [0] Abstained [1]

Action: Motion passed

Discussion: Muhammad Rehman asked for clarification on the club budget policy, specifically the policy that clubs submit budget requests by semester rather than by year, and what that means for clubs who do not use all of their approved funds by the end of a semester. Dean Holmes said that the Student Council decided that clubs should submit their budgets by semester. Professor Tung said that Student Council could change the policy without going through the process of changing the charter, but that it's a much larger task for clubs to submit paperwork for a whole year rather than by semester, especially since CUNY releases funds throughout the year. She suggested the Student Council keep the policy flexible and allow clubs the option of submitting budget requests by semester and by academic year.

Motion #3: Motion to adjourn Board of Directors meeting by affirmation

Vote: Favor [6] Opposed [0] Abstained [0]

Action: Motion passed

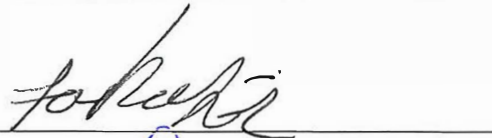
Meeting adjourned at 2:32PM.

Approval:

V.P. Lynette Cook-Francis, Chair, Board of Directors

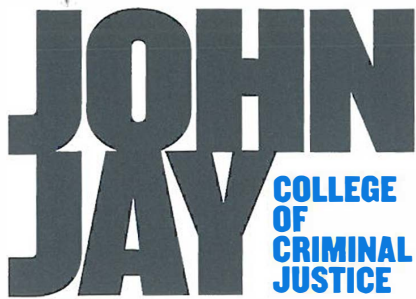


Faika Kabir, Chair, Budget Committee



Kenneth Holmes, Secretary





MEMORANDUM

*Dana M. Trimboli
Senior Director
Student Affairs*

TO: Student Activities Association Board of Directors
FROM: Dana Trimboli, Senior Director for Student Affairs
RE: **Surplus Request**
DATE: October 28th, 2015

*524 West 59th Street, Suite L.65
New York City, NY 10019
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dtrimboli@jjay.cuny.edu*

On behalf of the Women's Center for Gender Justice and the Wellness Center, I am writing to request \$15,000 in funds from the surplus to support furniture needs as a result of the reorganization of spaces.

1. Women's Center for Gender Justice

Since the move of the Health Office, there is a need to reconfigure the front space. The two high partitions and the four mid-level partitions are significantly impacting programming. This is not a matter of aesthetics--we literally do not have the room to host our new, larger-scale programming efforts. However, there is a cost associated with the vendor moving the furniture and the electric as it currently exists.

In addition, there needs to be some partitions added to the former Women's Center space to create office space for the Director (Elizabeth Yukins) and Program Manager (Jessica Robles).

Estimated costs for this work are \$13,000.

2. Wellness Center

The Wellness Center would like to purchase 3 tablet arm chairs for the front space. Mounted to these arm chairs will be the tablets for Single Stop screening. The chairs will allow for students to use the screener with privacy and comfort. See attached sample and quote.

Thank you for your time and consideration of this request.