

Dominic Stellini

Assistant Vice President of Student Affairs & Dean of Students

Division of Enrollment Management & Student Affairs

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Student Activities Association

Budget Committee / Board of Directors Meeting Thursday,

December 5, 2024 at 1:40PM, L.65.08NB

BUDGET COMMITTEE AGENDA (9 members, Quorum: 5)

Chairperson Yarik Munoz, President, Student Council
Daniel Matos, Interim Vice President of Enrollment Management & Student Affairs
Mark Flower, Vice President & Chief Operation Officer, Finance and Administration
Jamella Richmond, Vice President, Student Council
David Mao, Secretary, Student Council
In-Deria Barrows, Treasurer, Student Council
Jeff Mathew, Senior Representative, Student Council
Elizabeth Yukins, Faculty

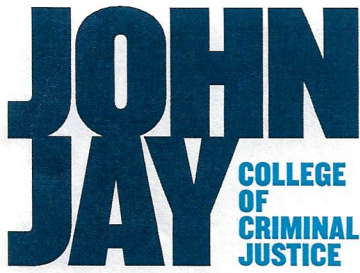
- a. Approval of Budget Committee items
- b. Approval of Budget Committee minutes from November 13, 2024
- c. Approval of Americorp COSL budget, revised **\$29,969.10**
- d. Approval of surplus requests, total **\$236,330.81**

| SAA SURPLUS PROPOSALS FY24-25 | |
|--|----------------------|
| Surplus Funds Available from FY 23-24 | \$ 579,863.00 |
| <i>Committed Expense: Student Accident Insurance</i> | \$ 100,000.00 |
| <i>Committed Expense: Student ID Cards & Supplies</i> | \$ 40,000.00 |
| <i>Committed Expense: Workers' Compensation/Disability</i> | \$ 50,000.00 |
| <i>Committed Expense: Annual Music Licensing</i> | \$ 20,000.00 |
| <i>Committed Expense: Encumbrance</i> | \$ 49,000.00 |
| | \$ 320,863.00 |
| Total of Proposals- FY 2024-2025 | \$ 236,330.81 |
| | \$ 84,532.19 |

BOARD OF DIRECTORS AGENDA (13 members, Quorum: 7)

| | |
|---------------|---|
| Chairperson | Daniel Matos, Interim Vice President of Enrollment Management & Student Affairs |
| SAA Secretary | Dominic Stellini, Assistant Vice President of Student Affairs and Dean of Students Mark Flower, Vice President & Chief Operation Officer, Finance and Administration Yarik Munoz, President, Student Council Jamella Richmond, Vice President, Student Council In-Deria Barrows, Treasurer, Student Council David Mao, Secretary, Student Council Jeff Mathew, Senior Representative, Student Council Najmul Islam, Junior Representative, Student Council Amirah Low, Student Alternate Aneesa Thomas, Student Alternate Elizabeth Yukins, Faculty Member Toy-fung Tung, Faculty Member Vacant, Alternate Faculty Member (3 slots) Lisa-Marie Williams, Business Manager (non-voting) |

- a. Approval of Board of Director agenda items
- b. Approval of Board of Director minutes from November 13, 2024
- c. Acceptance of the Budget Committee Report
- d. New business



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Student Activities Association

Budget Committee/Board of Directors Meeting

SAA Budget Committee Minutes – Wednesday, 12/5/2024

Presiding Chair: Yarik Muñoz, President, Student Council

Recording Secretary: Rachel Brown

Members

Daniel Matos, Interim Vice President of Enrollment Management & Student Affairs
Mark Flower, Vice President & Chief Operation Officer, Finance and Administration
Jamella Richmond, Vice President, Student Council
In-Deria Barrows, Treasurer, Student Council
Jeff Mathew, Senior Representative, Student Council
Elizabeth Yukins, Faculty

Guests/Non-voting Members Present: Makeda Jordan, Aneesa Thomas, Rima Douglas, Lisa-Marie Williams, Michael Lee, Michelle Garcia, Iris Martinez, Toy-fung Tung, Ruby Aguirre

Order: Student Affairs Association Budget Committee Meeting was called to order at 1:45 PM

Quorum was achieved.

Motion #1: Motion to approve Budget Committee Agenda items – Jeff Mathew

Second: In-Deria Barrows

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

Action: Motion passed

Discussion: Note: David Mao is no longer secretary

Motion #2: Motion to approve meeting minutes from 11/13/24 – In-Deria Barrows

Second: Jamella Richmond

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

Action: Motion passed

Motion #3: Motion to approve revised Americorp Budget \$29,969.10 -- Jamella Richmond

Second: In-Deria Barrows

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

Action: Motion passed

Discussion: Budget request was revised. The original personnel request has been handled through other means and funds for that position have been reallocated to programming, food, honoraria. This budget request includes more funding to food for training and project presentations.

The 10 participating students get a full week of training with Americorp so they can create their project proposals. Americorp projects take place off-campus in the community. Students present these projects at the end of their Americorp participation. The presentations are on-campus events that also need catering for attendees, who include John Jay community members and members of the communities where the projects were held.

Elizabeth Yukins arrives.

The Community Outreach and Service Learning department has been dissolved. The budget for COSL used to include Americorp. Former deputy director of COSL, Rima Douglas, continues to handle the Americorp program from her new position in CSIL.

The student activity fee earmark for Community Outreach cannot be changed without an action from the Board of Trustees of CUNY. Since CSIL's mission includes "community building," this fits the purpose of the "community outreach" earmark. Rima Douglas in CSIL can collaborate w/other areas, such as Americorp, to fulfill the "community outreach" mandate for the earmark.

Rima Douglas will share info to the Board about Americorp training agendas in Spring 2025, as well as info about Americorp past projects.

Motion #4: Motion to approve all recommended proposals as a slate except Career Learning Lab— In-Deria Barrows

Second: Daniel Matos

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

Action: Motion passed

Discussion: The subcommittee for surplus proposals met on 11/18/24. They recommended most proposals for approval. A few were tabled or rejected. One proposal from the Career Learning Lab was recommended by the subcommittee but removed from the slate for further discussion.

Motion #5: Motion to approve slate of recommended proposals totaling \$235,084.74 – Jeff Mathew

Second: In-Deria Barrows

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

Action: Motion passed

Motion #6: Motion to move the Career Learning Lab proposal to the "not recommended" category – Jeff Mathew

Second: In-Deria Barrows

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

Action: Motion passed

Discussion: Career Services is now the Career Learning Lab and is no longer a Student Affairs entity. They moved to Academic Affairs. Since this round of surplus was restricted to Student Affairs, CLL is ineligible to receive funds. CLL may have plans that exceed their funding received from Academic Affairs. CLL also generates their own revenue from renting to outside entities for events like Career-Con, and receives funding through the Auxiliary Corporation.

The Board feels CLL's proposal isn't a good investment. Student Board members feel the program run by MyCareerCloset isn't accessible to John Jay students. The program requires a week's advance appointment to meeting with a specialist. John Jay already has a similar program on campus that provides workwear to students and is more accessible to our student body.

The Board feels CLL should be removed as an earmark but it would require a referendum. The Board will look into moving management of the Career Services earmark away from CLL to some other Student Affairs entity.

Motion #7: Motion to approve Quality of Life proposal \$4,984.28– Mark Flower

Second: Daniel Matos

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

Action: Motion passed

Discussion: The subcommittee tabled the proposal from Quality of Life with a request for more information. The QoL proposal was updated with the requested info. This proposal is intended to provide students with cultural offerings and to expand their Broadway tickets giveaways to include more students than before.

Motion #8: Motion to move the Military and Veterans Services request to the “not recommended” category -- Daniel Matos

Second: In-Deria Barrows

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

Action: Motion passed

Discussion: This request for a personnel position can be paid through tax levy. This will provide a more stable source of income for the position of social worker for the veterans.

Motion #9: Motion to move the CSIL tour and Broadway tickets proposal to the “not recommended” category – Mark Flower

Second: Daniel Matos

Vote: Favor [3] Opposed [0] Abstained [3]

Action: Motion passed

Discussion: Center for Student Involvement and Leadership's proposal is for a tour and Broadway show to increase student exposure to New York City culture. They intend to offer tickets for 10 Americorp members and additional 20 tickets to students who participated in other CSIL events this year, with the intention of those additional students joining Americorp next year.

Motion #10: Motion to move the STP proposal to the “not recommended” category– Daniel Matos

Second: Jamella Richmond

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

Action: Motion passed

Discussion: Student Transitions Program proposal is to make a part-time staff member temporarily full time to fill in for a full time employee on parental leave. The Board feels the part-timer doesn't need to be full-time in Spring 2025 because the regular staff member will return from parental leave in Spring 2025. The STP part-timer's position was already extended through tax levy.

Motion #11: Motion to move the CSIL training proposal to the "not recommended" category – Daniel Matos

Second: Jamella Richmond

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

Action: Motion passed

Discussion: CUNY Central is about to release transformational funds (CUTRA) funds to the colleges. CSIL's proposal for training for club executives can be paid through CUTRA.

Motion #12: Motion to open a second round of surplus proposals to Student Affairs entities. Funds will be awarded to 10 proposals for up to \$8453.50 each – Daniel Matos

Second: In-Deria Barrows

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

Action: Motion passed

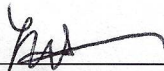
Discussion: After approving this round of surplus proposals, approximately \$84,000 are left in the surplus fund. The Board discussed opening a second round of surplus proposals and how to distribute the funds.

- Could open proposals to non-student affairs entities. When all John Jay entities could request surplus in the past, requests totaled over \$1 million
- Could give priority for review to those who have requested and received surplus in the past
- Could give priority to Student Affairs entities who didn't submit proposals for round 1
- CUNY Central is about to release funds to the colleges and non-SAA entities are going to receive those (CUTRA funds). Could Student Affairs entities get CUTRA funds?
- Entities could request the full \$84,000 in a single proposal,
- The Board could cap the number of proposals and the amount requested; for example, 7 grants with a cap of \$12,000; or 10 grants of 8453.50 cap

Meeting adjourned at 3:02PM.

Approval:

Yarik Muñoz, Chair, Budget Committee



Student Activities Association

SAA Board of Directors Minutes – Date: 12/5/2024

Presiding Chair: Daniel Matos, IVP of Enrollment Management and Student Affairs

Presiding SAA Secretary: Dominic Stellini, Assistant Vice President & Dean of Students

Recording Secretary: Rachel Brown

Members Present:

Mark Flower, Vice President & Chief Operation Officer, Finance and Administration
Yarik Muñoz, President, Student Council
Jamella Richmond, Vice President, Student Council
In-Deria Barrows, Treasurer, Student Council
Jeff Mathew, Senior Representative, Student Council
Aneesa Thomas, Student Alternate
Elizabeth Yukins, Faculty Member
Toy-fung Tung, Faculty Member

Guests/Non-voting Members Present: Makeda Jordan, Rima Douglas, Lisa-Marie Williams, Michael Lee, Michelle Garcia, Iris Martinez, Ruby Aguirre

Order: Student Activities Association Board of Directors Meeting was called to order at 3:02PM. Quorum was achieved.

Motion #1: Motion to approve Board of Directors Agenda items – Yarik Muñoz

Second: Jeff Mathew

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

Action: Motion passed

Motion #2: Motion to approve meeting minutes from 11/13/24 – Jamella Richmond

Second: Yarik Muñoz

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

Action: Motion passed

Motion #: Motion to accept Budget Committee report – Jeff Mathew

Second: Toy-fung Tung

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

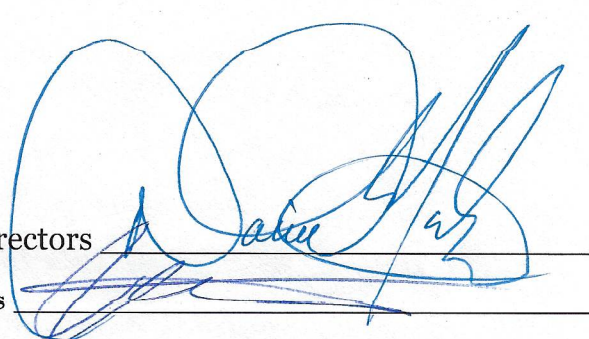
Action: Motion passed

Meeting adjourned at 3:04PM.

Approval:

Interim V.P. Daniel Matos, Chair, Board of Directors

Dominic Stellini, Secretary, Board of Directors

Handwritten signatures in blue ink over horizontal lines. The signatures are stylized and appear to be of the individuals listed in the approval section.