

Student Activities Association  
Subcommittee on surplus proposals meeting  
**Minutes for March 16, 2018, 12:30PM L.65.08NB**

**Presiding Chair:** Michael Martinez-Sachs, AVP & Dean of Students

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

**Members Present:**

Mark Flower (for Steven Titan), Finance and Administration

Steven Pacheco, Vice President of Student Council

Toy-Fung Tung, Faculty Member

**Guests/Non-voting Members Present:** Ayodele Adeyanju, Christina Alicea, Catherine Alvarez, Malaine Clarke, Rima Douglas, Vivian Febus-Cabrera, David Lennox, Melanie Monroy, Maria Negrete, Magdalena Oropeza, Gabriela Ramirez, Nathaly Ramirez, Jon Salamak, Geormary Sanchez, Jessica Tiburcio, Fatime Uruci, Maria Vidal, Declan Walsh

**Order:** SAA subcommittee on surplus proposals meeting was called to order at 12:37pm by Michael Martinez-Sachs. Quorum was achieved.

Requestors presented their surplus proposals to the subcommittee.

Urban Male Initiative	\$ 4,617.00
Community Outreach & Service Learning	\$ 13,007.13
Student Services (Dean of Students)	\$ 219.00
Student Services	\$ 44,175.00
Health Services	\$ 5,000.00
Student Clubs	\$ 11,854.75
Center for Student Involvement & Leadership	\$ 7,953.90
Career & Professional Development	\$ 5,000.00
Athletics & Recreation	\$ 60,914.00
<b>AMOUNT REQUESTED</b>	<b>\$ 152,740.78</b>

Urban Male Initiative (UMI): Maria Vidal presented a proposal to bring UMI members to a conference in Maryland. In the past, UMI members went to this conference on Student Travel funds. UMI is an earmark but their funds go to stipends for peer mentors, and CUNY BMI funds go to Ms.

Vidal's salary. Surplus proposal will also cover giveaways for the students enrolled in the UMI Peer Advocates Mentoring Program, and giveaways for UMI's diversity recruiting sessions.

Community Outreach and Service Learning (COSL): Declan Walsh presented 2 proposals. The first, for \$10,532, is part of a collaborative initiative with Latino/a American Studies and Student Council to conduct and record a Puerto Rico Humanitarian Relief Spring Break Brigade. The trip will consist of 2 videographers (one paid for with surplus funds and one paid for with Student Council funds), 2 faculty, 11 students, and 2 alumni. The students have requested Student Travel funds and the alumni are paying their own expenses.

This trip will allow COSL to assist with the long-term needs of those post-Hurricane Maria in Puerto Rico. Some of the students will be doing research on domestic violence and social work while they are on the trip. The videographers will produce content that will be used to mobilize ongoing community support for disaster relief.

The second surplus proposal is for \$3375 and will pay for a professional assessment firm, Pinnacle Planning and assessment Consultants, that will assist the office with the development and implementation of an assessment plan. This company is an expert in higher education evaluation and will assess the mission of COSL, identify main programs, and leave COSL with self assessment tools so all of COSL projects and initiatives can be assess according to industry standards and best practices.

Student Services (Dean of Students): Rachel Brown presented a proposal to purchase a new rug for the North Hall meditation room. The old rug is 2 years old and needs to be replaced due to wear and tear.

Health Services: Malaine Clarke presented a proposal to purchase additional food for the Food Bank, which is open to all students experiencing food insecurity.

Student Services: Vivian Febus-Cabrera presented a proposal for a second Media Wall, to be installed on the second floor of Haaren Hall. This was the lowest bid. It will be the same size and set-up as the Media Wall in the Student Dining area.

Center for Student Involvement and Leadership (CSIL): Jon Salamak presented a proposal for an event, SpringFest. The proposal was put together by the Campus Activity Board. They would purchase an event package from Neon Entertainment, which would offer a discount to John Jay so the price could actually be lower than the one quoted in this proposal. Part of the proposal would also pay for catering from MJB. The event package from Neon would include things like custom tshirts and totes that students could decorate at the event; movie posters with a green screen; inflatables (i.e. bouncy castle); and jousting. Some of these things are dependent on the space CAB reserves and the type of activities allowed in those spaces (i.e. bouncy castles and jousting may be allowed in the gym but not in Hound Square). CAB will be using some of their own funds for advertising the event and paying Neon costs, as they overestimated the amount they would spend on the fashion show.

CSIL needs to solicit 2 other bids for this job.

Center for Career and Professional Development (CCPD): David Lennox presented a proposal to expand their Peer Educator program. Currently, they hire Peer Educators for the Spring and Fall semesters. They would like to hire 4 Peer Educators for the Summer semester to work 15 hours per week and receive \$1200 stipends. These Peer Educators will assist during orientation events and carry on the same work they do in Spring and Fall, as CCPD is still busy during the Summer. Peer Educators get paid \$1000 stipends if they work in Spring or Fall, but they work for less hours (8 to 10 per week).

Athletics: Catherine Alves presented a proposal to purchase 2 more 15-passenger vans for their fleet, which carries student-athletes and coaches to games and events. Athletics currently has 4 vans, but their needs require 6 vans, and 2 of the existing vans have over 85,000 miles and have wear and tear that makes them unsuitable for longer-haul trips to out-of-state athletic events. Other departments on campus also make use of the fleet for taking students and staff to events off-campus.

The price is the state contract price for the state-required make and model of van. CUNY pays for van insurance, registration, and parking. Drivers are vetted through Public Safety. Athletics pays for gas, maintenance, and EZ-Pass. This is in accordance with the vehicle usage policy, which is audited by CUNY and the Inspector General.

Student Clubs and Organizations: Fatime Uruci presented 4 proposals from student clubs and organizations.

Haitian American Student Association (HASA) requested funds for 2 events, Black Girl Magic and Caribbean Fusion. They initially had collaborators to help pay for these events, but as club budgets were cut across the board, their partners pulled out and they need surplus funds to cover the shortfall.

INK/Quill requested funds to purchase a laptop with InDesign software. Their current publishing software is out of date and the portable computer will allow them to train other students on the software.

John Jay Singers Association requested fund to go on the road and perform at off campus locations. They plan to take a trip in April or May to Rochester, Syracuse, and Monticello to perform. Individual members are also requesting Student Travel funds.

Environmental Club requested funds for 2 water bottle refill stations. One is already installed on campus and it saves on plastic water bottle waste. The final bid chosen by the club will purchase a make and model that is not compatible with our facilities, according to the Facilities department, and the club will have to purchase a more expensive model.

**Motion #1:** Motion to approve all surplus proposals, with Athletics receiving funds for 1 van instead of 2. - Michael Martinez-Sachs

**Second:** Steven Pacheco

**Vote:** Favor [4] Opposed [0] Abstained [0]

**Action:** Motion passed

**Discussion:** Available surplus funds are \$134,298.50 and requests for this round of surplus fund proposals total \$152,740.78. If Athletics purchases 1 van instead of 2, the surplus fund requests total will be \$122,283.78. All requesting entities will be able to fund their projects and Athletics will have a new van for the fleet.

**Motion #2:** Motion to recommend the Board of Directors approve the slate of surplus proposals totaling \$122,283.78 – Michael Martinez-Sachs

**Second:** Steven Pacheco

**Vote:** Favor [4] Opposed [0] Abstained [0]

**Action:** Motion passed

**Discussion:**

**Motion #4:** Motion to adjourn – Michael Martinez-Sachs

**Second:** Steven Pacheco

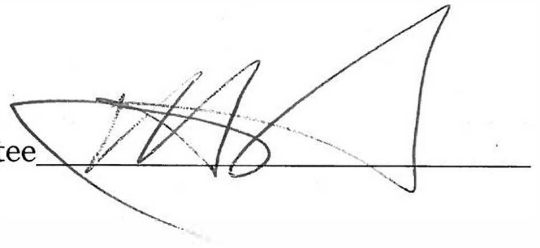
**Vote:** Favor [4] Opposed [0] Abstained [0]

**Action:** Motion passed

**Meeting adjourned at 1:32PM.**

Approval:

Michael Martinez-Sachs, Chair, Surplus Proposals subcommittee

A handwritten signature in black ink, appearing to be 'M. Martinez-Sachs', is written over a horizontal line.