

Student Activities Association
Budget Committee/Board of Directors Meeting
SAA Budget Committee Minutes – Date: April 18, 2016

Presiding Chairs: Muhammad Rehman, Treasurer of Student Council – Budget Committee, Lynette Cook-Francis, Vice Pres. of Student Affairs – Board of Directors

Presiding SAA Secretary: Paul Wyatt, Director of Student Relations (Acting)

Recording Secretary: Sara Shaw, Executive Assistant to the Vice Pres. of Student Affairs

Members Present: Toy-Fung Tung, Anthony Forbez, Mark Flower

Guests Present: Rima Douglas-Gill, Kadeem Robinson, Laura Rubio, Rosann Santos-Elliott, Vivian Febus-Cabrera, Jeffrey Aiken, Fatoumata Ceesay, Elijah Font, Stephanie Colon

Order: SAA Budget Committee Meeting was called to order at 1:51pm. Quorum was achieved.

Motion #1: Motion to approve Budget Committee Agenda items – Anthony Forbez

Second: Lynette Cook-Francis

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

Action: Motion passed

Motion #2: Motion to approve March 30, 2016 meeting minutes– Anthony Forbez

Second: Toy-Fung Tung

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

Action: Motion passed

Motion #3: Motion to approve Student in Action Budget for \$1050.24 – Anthony Forbez

Second: Lynette Cook-Francis

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

Action: Motion passed

Presentation: Declan Walsh, Director of the Office of Community Outreach and Service Learning presented to the Board, requesting additional funds for programing and staff. He noted that the full-time position was vacated last year but the position was not filled due to the hiring freeze and that a College Assistant has been in the post since then. In order for the continuity of many of the programs offered in COSL department it was important that the position be filled and the students felt supported as well.

Motion #4: Motion to approve surplus funds to COSL for \$16,300.00 pending clarification of how the money would be spent – Toy-Fung Tung

Second: Anthony Forbez

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

Action: Motion passed

Motion #5: Motion to adjourn Budget Committee meeting – Lynette Cook-Francis

Second: Anthony Forbez

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

Action: Motion passed

Meeting adjourned at 2:22pm.

Order: SAA Board of Directors Meeting was called to order at 2:22pm. Quorum was achieved.

Motion #1: Motion to approve Board of Directors Agenda items – Muhammad Rehman

Second: Anthony Forbez

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

Action: Motion passed

Motion #2: Motion to approve March 30, 2016 meeting minutes– Muhammad Rehman

Second: Anthony Forbez

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

Action: Motion passed/not passed

Motion #3: Motion to accept Budget Committee report – Anthony Forbez

Second: Toy-Fung Tung

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

Action: Motion passed/not passed

Presentation: Jeffrey Aiken, Administrator of the Faculty Student Engagement Fund, presented on the usage of the Fund for the 2015-16 Academic Year. The fund usage was reported as 975 students and 42 Faculty facilitated in the Fall 2015 semester and for the Spring 2016 989 students and 46 Faculty members facilitated. On average 60% of Faculty were multiple users of the fund and 40% first time applicants. The programs funded included Dining with Faculty, external trips and events held on campus.

Presentation: Rosann Santos-Elliott, Director of Student Transitions Program, presented on the methods used to communicate with students, specifically the media wall, 'Hound Square Information Desk, Campus Labs: Bloodhound Central and Staff. It was reported that the media wall was well received and have been utilized by different clubs and departments. The next steps would be to incorporate a sound system. Bloodhound Central has also been utilized by 62 student's organizations, 15 Student Affairs offices, and an additional 9 offices outside of Student Affairs. 'Hound Square is manned by 8 Peer Ambassadors and 8 work study students, who assist students from 12 noon to 9:00pm. It was noted that 'Hound Square has a few challenges including training for the Work Study students, supervision during off hours and removal of chairs from behind the desk. It was reported that the Staff provided assistance to clubs and departments who want to advertise on the media wall or on Bloodhound Central. Their duties also included club development, communication crisis intervention and social listening and monitoring.

Motion #4: Motion to adjourn Board of Directors meeting – Muhammad Rehman

Second: Toy-Fung Tung

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

Action: Motion passed

Meeting adjourned at 3:00pm.

Approval:

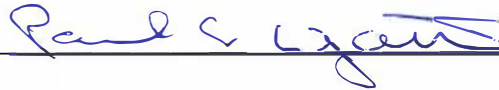
V.P. Lynette Cook-Francis, Chair, Board of Directors

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Muhammad Rehman, Chair, Budget Committee

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Paul Wyatt, Secretary (Acting)

A blue ink signature of Paul Wyatt, written over a horizontal line.