

Michael C. Martinez-Sachs
Assistant Vice President & Dean of Students
Division of Enrollment Management & Student Affairs
T 212-237-8211
F 646-557-4508
deanofstudents@jjay.cuny.edu

Student Activities Association

Budget Committee / Board of Directors Meeting

Wednesday, September 22, 2021 at 1:40PM, Zoom

BUDGET COMMITTEE AGENDA (9 members, Quorum: 5)

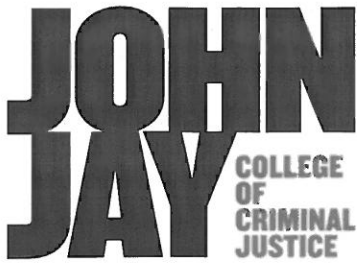
Chairperson Andrew Berezhansky President, Student Government
Brian Kerr, Interim Vice President of Enrollment Management & Student Affairs
Mark Flower, Interim Vice President & Chief Operation Officer, Finance and Administration
Aiisha Qudusi, Vice President, Student Government
Tyrell Farrulla, Treasurer, Student Government
Katelynn Seodarsan, Secretary, Student Government
Vacant, Senior Representative, Student Council
Jeanne-Marie Col, Faculty

- a. Approval of Budget Committee items
- b. Approval of Budget Committee minutes from 8/25/2021
- c. Approval of Campus Activity Board (CAB) Budget 2021-2022: \$58,489.15
- d. Approval of Women's Center for Gender Justice (WCGJ) Budget 2021-2022: \$31,250
- e. Update on changes to surplus fund requirements
- f. New Business

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

Chairperson	Brian Kerr, Interim Vice President of Enrollment Management & Student Affairs
SAA Secretary	Michael Martinez-Sachs, Assistant Vice President and Dean of Students Mark Flower, Interim Vice President & Chief Operation Officer, Finance and Administration Andrew Berezhansky, President, Student Government Aiisha Qudusi, Vice President, Student Government Tyrell Farrulla, Treasurer, Student Government Katelynn Seodarsan, Secretary, Student Government Vacant Senior Representative, Student Council Poonam Latchman, Junior Representative, Student Council Vacant, Student Alternate Vacant, Student Alternate Elizabeth Yukins, Faculty Member Jeanne-Marie Col, Faculty Member Toy-fung Tung, Alternate Faculty Member Stephen Russell, Alternate Faculty Member Lisa-Marie Williams, Business Manager (non-voting)

- a. Approval of Board of Director agenda items
- b. Approval of Board of Director minutes from 8/25/2021
- c. Acceptance of the Budget Committee Report
- d. Conflict of Interest Statements
- e. New business



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Student Activities Association
Budget Committee/Board of Directors Meeting

SAA Budget Committee Minutes

September 22, 2021, 1:40PM, Zoom

Presiding Chair: Andrew Berezhansky

Recording Secretary: Rachel Brown

Members Brian Kerr, Interim Vice President of Enrollment Management and Student Affairs
Mark Flower, Interim Vice President & Chief Operation Officer, Finance and Administration
Aiisha Qudusi, Vice President, Student Government
Katelynn Seodarsan Secretary, Student Government
Jeanne-Marie Col, Faculty

Guests/Non-voting Members Present: Jeffrey Aikens, Karen Argueta, Jessica Carson, Makeda Jordan, Aileen Luna, Iris Martinez, Kimberley Nerotto, Martinez Sachs, Tanvia Sultana, Michael Lisa-Marie Williams

Order: SAA Budget Committee Meeting was called to order at 1:44PM by Andrew Berezhansky. Quorum was achieved.

Motion #1: Approval of Budget Committee Agenda items – Brian Kerr

Second: JeanMarie

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

Action: Motion passed

Motion #2: Approval of August 25, 2021 meeting minutes– Brian Kerr

Second: Mark Flower

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

Action: Motion passed

Motion #3: Approval of Campus Activity Board budget 2021-22 \$58,489.15 - Brian Kerr

Second: Katelynn Seodarsan

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

Action: Motion passed

Motion #4: Approval of Women's Center for Gender Justice budget 2021-22 \$31,250.00 - Brian Kerr

Second: Jean Marie Col

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

Action: Motion passed

Discussion of Surplus Fund: The 2020-2021 Audit report isn't finalized, but preliminary estimates show a surplus fund of approximate \$2.3 million. The Business Manager presented the new surplus request form. The Committee discussed concerns about the size of the surplus and ideas to spend it.

The pandemic curtailed many activities and events such as Commencement that would have used up funds in ordinary fiscal years. The College has plans to hold a separate Commencement for 2020 and 2021 graduates, which may use surplus funds. The Committee also discussed changes to the surplus fund procedures to encourage spending.

The Business Manager will present quarterly reports so the Committee can monitor spending and see if the new budgeting procedures passed in Spring 2021 will result in a lower surplus fund at the end of this fiscal year.

Motion #5: Approval of changes to surplus requests: elimination of monetary cap on requests, and eligible entities can submit multiple requests – Jean Marie Col

Second: Brian Kerr

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

Action: Motion passed

Discussion:

Motion #6: Approval of designating \$300,000 from surplus for 2020, 2021 class Commencement Ceremony(s) – Brian Kerr

Second: Jean Marie Col

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

Action: Motion passed

Discussion: The Committee agreed to designate surplus funds for a second Commencement Ceremony, approximately equal to the amount of funds set aside for the regular Commencement Ceremony in May/June 2022 (\$263,636.46). About 1400 graduates from the classes of 2020 and 2021 have responded to College outreach, indicating they would attend a January/February Commencement. More graduates are expected to respond as outreach continues.

Discussion: The Committee discussed creating an earmark to expand tutoring services on campus. The College's current tutoring programs seem to be underfunded from tax levy, and other campuses have used student activity fee funds to supplement their tutoring programs. Tutoring is a proven strategy for campus engagement and retention, and is a good use of SAA funds.

Student Council is considering purchasing services from tutoring.com. The suggestion is for Academic Affairs or Undergraduate Studies to make a proposal at the next SAA BOD meeting.

They would need to present data and a substantial plan for what changes are needed to the current tutoring programs.

Meeting adjourned at 2:14 pm.

Approval:

Andrew Berezhansky, Chair, Budget Committee

A handwritten signature in blue ink, appearing to be 'AB', is written over a horizontal line.

Student Activities Association
Budget Committee/Board of Directors Meeting

SAA Board of Directors Minutes

September 22, 2021,

Presiding Chair: Brian Kerr, Interim Vice President of Enrollment Management and Student Affairs

Presiding SAA Secretary: Michael Martinez Sachs, Assistant Vice President and Dean of Students

Recording Secretary: Rachel Brown

Members Present: Mark Flower, Interim Vice President & Chief Operation Officer, Finance and Administration
Andrew Berezghansky, President, Student Government
Aiisha Qudusi, Vice President, Student Government
Katelynn Seodarsan, Secretary, Student Government
Elizabeth Yukins, Faculty Member
Jeanne-Marie Col, Faculty Member
Stephen Russell, Alternate Faculty Member

Guests/Non-voting Members Present : Jeffrey Aikens, Karen Argueta, Jessica Carson, Makeda Jordan, Aileen Luna, Iris Martinez, Kimberley Nerotto, Martinez Sachs, Tanvia Sultana, Michael Lisa-Marie Williams

Order: SAA Board of Directors Meeting was called to order at 2:14 pm. Quorum was achieved.

Motion #1: Approval of Board of Directors Agenda items – Michael Sachs

Second: Jean Marie Col

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

Action: Motion passed

Motion #2: Approval of approve August 25, 2021 meeting minutes– Mark Flower

Second: Aiisha Qudusi

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

Action: Motion passed

Motion #3: Approval of accept Budget Committee report – Andrew Berezghansky

Second: Steve Russell

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

Action: Motion passed

Motion #4: Approval of extending the Student charter deadline for submission of the Student Council budget to October 31st – Michael Sachs

Second: Steve Russell

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

Action: Motion passed

Discussion: The Student Charter stipulates the Student Council budget is due at the end of September in each fiscal year. The Student Council, would like to extend the deadline to the end of October due to extenuating circumstances with the Treasurer.

Meeting adjourned at 2:28 pm.

Approval:

I.V.P. Brian Kerr, Chair, Board of Directors



Michael Martinez-Sachs, Secretary, Board of Directors

