



Services and Activities Fee Committee (SAFC)

February 14, 2025

3:30pm

GWP 320

Zoom Link: <https://washington.zoom.us/j/98089084773>

MEETING MINUTES 13

Attendance:

<p>Voting Members Norah Duncan – Absent Madai Espinoza – Present Kailey Lawless – Absent Samuel Pena-Rojas - Present Jaden Tobar – Present Anchal Turna – Present Kaily White – Absent</p> <p>Administrative Staff Sean Schmidt - Present Hayden Busic - Absent</p>	<p>Ex-Officio Members Bernard Anderson – Present Mike Russell – Present Alicia Whitten – Present Gordon Craig - Present</p> <p>Guests Cherie Berthon</p>
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Call to Order. The meeting was called to order at 3:32 pm by Samuel.

Land Acknowledgement. A land acknowledgement was given by Samuel.

Safety Briefing. A safety briefing was given by Samuel.

Roll Call, Guest Introductions, Connection-Building Activity. Roll Call is documented above. Guests were introduced. Meeting participants took part in a connection-building activity.

Approval of Agenda and Minutes. Upon there being no objections from the committee, the Chair approved the agenda and minutes

Open Public Forum

- None.

Reports & Updates

- Chair/Vice-Chair
 - Samuel met with STFC group and asked if they were interested in creating a student forum.
- Members
 - No updates.
- Committees
 - Sean shared information about the Board of Regents presentation moving from June to May and how it will apply to the this year's SAFC timeline. Lots of steps that need to be taken before it reaches the Board of Regents.
 - Mike talked about the timeline change, and there will be a meeting on February 26th on the Seattle team where they will discuss the timeline. The meeting will focus on getting a sense of if they are on the right track. It is anticipated that by the deadline, we will probably need to be done or closed in terms of the annual allocations. Mike will be sending a timeline to ex-officio members.

Old Business

None.

New Business

- Madai mentioned that she was interested in reviewing the Office of First Gen and Husky Volunteers annual allocation proposals.
- We tried to figure out if we wanted to take on annual allocations that we were more informed on or if we wanted to take on allocations that we don't have any knowledge of.
- Anchal asked more about how our communication would go in terms of contacting individuals. Samuel mentioned that every individual would take lead on each one they were interested in; the committee member assigned would reach out to proposal submitters if there were any kinds of questions, if they needed any extra information, etc.
- We tried to figure out if we want to extend meetings on Fridays to cover more information, or if we would want to split our meetings throughout the week.
- Samuel would like to take lead on the ASUWT annual allocation proposal.
- We encouraged the team to volunteer for any allocations that we were interested in. Considering that there are a few committee members missing, we are going to give it a couple of days for the rest of the team to pick out. Once this time is over, we will begin assigning allocations.

- Anchal wanted some clarification about the presentation element. Is it a good idea to have the proposal submitter present during the evaluation process? What would be best? Gordon mentions that we need to figure out what these lead reviewers are looking for, what does the rest of the committee need, etc, what specifically do we need from the submitter? If we were to have submitters come in, would need the proposal submitter needs to have the specific information ready to present. We are limited in time, and we need to make sure our time is being used correctly, and we have a consistent process.
- We need to understand that all programs are valuable, and will contribute to the success of students but at the end of the day, we need to determine what is the most crucial and important with the funding we have. We are aware that each proposal submitter would love to defend their proposal.
- Sean suggested we create some kind of document or framework for the process/steps of these allocations. This was a process that was used on a prior committee, and it really helped them with taking control of their allocations and making the process easier.
- Sean suggested that we reach out to proposers and ask them to begin their 10, 20, 30% reductions. Ask them to begin totaling up their salaries and operational expenses. Total up costs such as one-time purchases, continued expenses, permanent ongoing expenses, etc..
- Samuel's goal is to be able to allocate under the revenues we have, to preserve some money. We need to keep in mind potential fee increases, etc.. For example: Student health services is something that students have aimed their attention towards. Is this something we would like to focus on?
- Samuel motioned to mark this action item as completed. Motion passed at 4:15pm.

Discussion Items

Announcements

Anchal will not be able to attend next week's meeting, due to her helping at another event that is going to be occurring at the same time as our SAFC meeting.

Adjournment

- Sam adjourned the meeting at 4:17 pm.