

Student Fee Advisory Committee  
October 30, 2019  
Meeting Minutes

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Attendance: C9 Rep (Esther), Cowell Rep (Lydia) , Stevenson Rep (Adam) , GSA Rep (Isaac), GRC Rep (Bryinna), Porter Rep (Elliot), Crown Rep (Venkatesh), Planning and Budget (Lisa), Provost Rep (Sue), Staff Advisory Board (Fiona), Chase (Oakes)

Call to order at 1:35

Motion to approve agenda by Bryinna, Second by Adam  
Motion to approve minutes by Adam, Second by Bryinna

No Announcements

### **Funding Call Preparation**

#### **Available Funds**

- Lydia: Goal for today is to determine how much we allocate
- Adam suggests advertising \$450,000 in call. Reason for slight reserve being to have a safety net if we go over
- Bryinna motions to advertise \$450,000 in the call. Second by Esther.

#### **Letter**

- Adam suggests that instead of linking office hours, just putting everyone's position and email
- Bryinna thinks that linking everything to the website is important
- Lisa asks if additional funds become available how that will become advertized
- Fionna thinks it's good to be transparent and keep it accurate.
- Adam suggests saying "at least \$450,000"
- Lisa suggest an asterisk saying this amount may increase, check the website for updates totals
- The date Monday November 18th is suggested as the first meeting time. Lydia and Lucy will check the times of 1-3:30 for room availability
- The date Monday November 18th is suggested as the first meeting time. Lydia and Lucy will check the times of 7:00-9:00 for room availability
- Venkatesh suggests the weekend. Lydia will look at weekend times (specifically Sundays) between 11 and 1:30
- Elliot prefers Sunday morning
- Bryinna suggests having 3 times, Monday evening, Tuesday afternoon (1:30-5:00 pm), Sunday afternoon
- Friday December 6 is suggested as the consultation deadline

- December 20th, 23rd and 24th are suggested as potential deadlines to submit
- Lisa suggests we should make a definitive cutoff so that the time deadline is known
- Brynna suggests midnight instead of 5:00 pm
- **Adam motions to make the deadline December 20, 11:59 pm and anything after 11:59 pm will not be considered no matter the reason for being late**
- **Second by Isaac**
- **Venkatesh Objects saying there should be a deadline published and then a later deadline that we know. This would be in case someone submits a little late. The second would be the strict deadline, the first one a soft deadline.**
- Brynna agrees with Venkatesh
- Sue says that we need to be firm on deadlines
- Chase says having two deadlines isn't transparent
- Venkatesh asks when we will start evaluating
- Lydia explains the process to evaluate
- Venkatesh says the deadline should be the start of January
- Lydia says that she needs time to organize the folders
- Adam Calls to question
- Yes: 8 No: 1 Abstain: 1
- The deadline is December 20, 11:59 pm and it will be turned off at midnight
- Lisa thinks a budget template should be put in the letter

### **Application**

- Adam suggests having a section for all relevant emails so that if there's questions we can email to all emails listed
- Brynna suggests noting that we need to be specific
- Chase says we will tell them that at the consultation

### **Metric**

- Adam suggests moving 5 or 10 points from Mission/Goals to Funding
- Motion by Adam to move 10 points from Mission/Goals to Funding
- Second by Brynna
- No objections
- Fiona suggests changing "earmark" to "allocation"
- That is changed

Motion to adjourn by Adam

Second by Chase