

Clubs and Organizations Commission

Department of Clubs and Organizations

Minutes for Tuesday, March 28th, 2017 at 5:30 PM

Joe Crowley Student Union, Presidents' Conference Room, 3rd Floor

1. CALL MEETING TO ORDER

Director Long called the meeting of the department of Clubs and Organizations on order on Tuesday, March 28th, 2017 at 5:33 pm in the President's Conference room on the third floor of the Joe Crowley Student Union. Presiding secretary, Kaitie Christensen.

2. ROLL CALL

Director Long, Commissioner Desamero, and all commissioners were present.
A quorum was present.

3. PUBLIC COMMENT

Sam Berketta said he was here from the Judicial Council, and he had a quick 30 minute presentation. Just kidding, it was a couple minutes about new organizations on campus. Looking to bring a mediation program. Asked if they were familiar with mediation. It has people develop their own solutions. Coming from the engineering field, a lot of solutions aren't present when you first look at a problem. The mediation program is to make sure they build relationships on campus that stay with them forever. His freshman year relationships were strong. Trying to create a program for students to develop solutions. Will go over what the program will look like, and will probably come back later to get feedback. They will have an interest form that says if someone would like to mediate with an individual. They gave it a trial run in residents halls, and someone was frustrated that someone else was using their toothpaste. They reached out to the other individual and said they wanted mediate. He was shocked at first, but agreed. After the interest form they bring both parties in and sit down with them to talk about the issue. This is important for clubs and orgs about positions, fighting within clubs, or having an outlet. They sat them down and gave them an opportunity to talk about the issue, and so we sat the student down and he said "to be honest I would rather you have smelly breath than use my toothpaste." And instead of ruining their relationship in the dorms they were able to work it out. We will have a resolution agreement for both of them to have to recognize this is what they came to, there is no enforcement on your end, but it says that they went through it. Four other individuals from ASUN will go to UNLV and take an 80 class to be trained over summer. Wanted to get feedback if they thought clubs and orgs could use it.

Director Long said he liked the idea of it, but thought it would be hard for individuals to bring a mediation case to ASUN because that is a bigger deal than handling it themselves.

Director Ayard said that if they haven't done this already, she would encourage them to try to add an educational component so that they can do that eventually, so it's not dependent. Would rather see student leavers be empowered to do this themselves.

Sam Berketta said he just wanted to be there for students to develop their solutions. Now they have the skills to communicate to an individual. He wanted to get the word out about this resource for clubs and orgs, roommates, because they wanted to be there to help students learn these communication skills.

Director Ayard said sometimes you need a third person to moderate, and she often does that for clubs. Thought an additional service would be great, but giving them the tools is powerful.

Commissioner Bittar asked how you would enforce that

Sam Berketta said there is no way to enforce it, because they won't be patrolling people, but working with student conduct works. Willing participants in mediation have success. You see a lot more of them upholding those agreements. Agreed with Director Long that they will be stuck at reaching their audience without their help. Clubs and orgs are the heart of this campus.

Director Long said he recommended the next director to have training. They trained at the beginning. Suggested adding his mediation process to the training component so that they get the feel of it

Sam Berketta agreed, this year they are doing a trial run with five individuals. Wanted to get other organizations mediation trained so that they know what the process looks like and can mediate. The director of Clubs and Orgs would get trained.

Director Ayard said they could set up a separate meeting to discuss this, but if the training will happen this summer and they come back, the iLead conference would be a good place to present on what they learned because they will have a captive audience where the president or vice president is present.

Sam Berketta said he really liked this. He kept it short

Director Long said thank you for coming in.

Back country hunters and anglers was here to introduce themselves. It stems from a national organization, and several state chapters. They do a lot of work with the state chapter, their mission was doing advocacy and doing fishing, hunting, skiing on public lands. They work with legislature on public land transfers. Goal was to educate each other on the backcountry and woodsmanship. They have gone fly fishing because it is inclusive. They are going to go to the legislature to fight land transfer bills. It looks like it will be great because they have a lot of young members and freshman. They were excited.

4. POLICIES, PROCEDURES, AND ADMINISTRATIVE ACTIONS

- a. The Commission may discuss and/or act upon items regarding Department policies and procedures, Club Support Funding requests, conduct proceedings requests, and other matters related to the functions of the Department.
 - i. **Action:** The Commission will hear the following remittance requests for the Spring I Funding Period.

BLACK STUDENT ORGANIZATION said they wanted to remit because they didn't put in a request.

Commissioner Hidalgo said they are remitting what they were approved for, and then they are reapplying for early tier one.

Director Long asked if it was the same amount

Commissioner Hidalgo said no

CSFM Desamero said they went with cancelling the remittance last time. Tarr brought that up a few meetings ago

Commissioner Hidalgo said they waited to cancel until today, so that they had the money in case.

Director Long if the commissioner was cool with this. Asked Desamero to put that on the funding tracker.

POSTED ON OR BEFORE 9:00 A.M. ON THE THIRD WORKING DAY BEFORE THE MEETING.

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Club Name	Tier	Amount
Black Student Organization	Tier 1	\$987.35

- ii. **Action:** The Commission will hear the following emergency club support funding requests for the Spring I Funding Period.

AMERICAN SOCIETY OF MECHANICAL ENGINEERS brought their president and treasurer. Neither were ASUN officials. Their emergency tier two application was requesting for funds to go to a conference in North Carolina, the Power and Energy conference, through June 25-29th. He didn't see that they maxed 250 dollars per registration, so that needed to be fixed. He was elected after the date to get the money on time, and early registration is soon. Didn't even know they were going to the conference until a month ago. He is still learning about ASUN. Wanted to get the cheaper price to save money.

Commissioner Wang said she moved to change non-food item line one to a unit price of \$275 unanimously
Motion carried

CSFM Desamero said this was now 660 dollars

Commissioner Wang said he didn't realize that there was a conference cap. She didn't know that either. He requested \$375, so she changed it to the cap, \$275.

Director Long asked what she changed it to

Commissioner Wang said \$275

Director Long said the registration is \$250

Commissioner Bittar motioned to change non-food line item one to unit price of \$250, unanimously
Motion carried

CSFM Desamero said 600 dollars

Commissioner Bittar moved to approve the tier two application in the amount of \$600

Seconded by Commissioner Ronquillo

Commissioner Tarr asked when the conference was

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American Society of Mechanical Engineers said June 25th through the 29th
Commissioner Tarr asked why it was an emergency instead of early
Commissioner Hidalgo said they have to buy by a certain date
CSFM Desamero asked if it would be emergency spring one
Director Long said yes
Motion carried.

Club Name	Tier Requested	Amount Requested	Tier Approved	Amount Approved
American Society of Mechanical Engineers	Emergency: Tier 2	\$900.00	2	\$600

- iii. **Action:** The Commission will hear the following early club support funding requests for the Spring II Funding Period.

AMERICAN SOCIETY OF MECHANICAL ENGINEERS said this was plane tickets to go to North Carolina out of Sacramento. They are within the two month period, and waiting would cause the prices to go up. He wasn't even a member of AMERICAN SOCIETY OF MECHANICAL ENGINEERS until after the last funding hearing

Commissioner Wang said it looked fine to her, their flight was for four people. It is actually \$433 per person.

AMERICAN SOCIETY OF MECHANICAL ENGINEERS said he was anticipating the price to go up. If any isn't spent he will put it back.

Director Long said they had to approve based on the supporting documentation that was submitted

Commissioner Wang said the difference was \$17

Director Long said they had to stick to the supporting documentation. It won't be too much if the price does go up

Commissioner Tarr moved to change non-food item line one to the price of \$433, unanimously.
Motion carried.

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CSFM Desamero said 60% was \$1039.20

Commissioner Bittar motioned to approve this application.
Commissioner Ronquillo seconded.

Director Ayard asked that the applications will fall under what early constitutes

Commissioner Wang asked if early meant their event was in spring two. She didn't know what early was anymore. They are applying for plane tickets, and if the event isn't in three weeks of spring two, it's not considered spring two, but they need tickets within the first two weeks.

CSFM Desamero asked when their conference was

AMERICAN SOCIETY OF MECHANICAL ENGINEERS said June 25th-29th and he would spend the money as soon as he gets it

Commissioner Ronquillo said in the manual it said "approval for tier two: a request made in tier two for the purpose of paying vouchers or in anticipation of an event may be approved at the club support funding hearing prior to the one that the event would normally be hosted in." Thought it was fine in this situation

Director Long said early was put in place so they could pay for things early and save money

Commissioner Hidalgo asked if they had the 40%

AMERICAN SOCIETY OF MECHANICAL ENGINEERS said they had \$1600 money approved, the money should be in the bank

Director Long asked if they had an email

AMERICAN SOCIETY OF MECHANICAL ENGINEERS said they could use a hard copy showing it

Director Long said they could wait on it

Director Ayard asked what was approved

Director Long said it was just a remittance request for BLACK STUDENT ORGANIZATION

Commissioner Tarr said they had another application

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Commissioner Hidalgo asked what the amount was

Director Long said \$1039.20

Commissioner Hidalgo asked if they were good with discussion

Director Long said they were waiting to see the official...

Commissioner Tarr asked if it was in central station

Commissioner Wang said she checked with central station, and they said they had all of the ELC funds in their account. They didn't give her a number.

CSFM Desamero left the room at 5:56 pm

Director Long asked Hidalgo if he knew what time it was

Commissioner Hidalgo said 5:56 pm.

Director Long said it's joke time

Commissioner Hidalgo said knock knock

Director Long said who's there

Commissioner Hidalgo said cows go

Director Long said cows go who

Commissioner Hidalgo said no, cows go moo!

Commissioner Wang said he said that on record.

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Commission Hidalgo said good, he would trademark it.

Director Long said he loved the secretaries, they make his life easier. Asked Brian if he had any jokes, he was a funny person.

Brian said a bunch of engineers were discussing how the human body was designed. The mechanical engineers said look at all the joints, the structure of the body, it was designed by a mechanical engineer. The electrical engineer said no no no, it was an electrical engineer, look at the nervous system. The civil engineer said no, it was a civil engineer, who else would put a pleasure center next to a waste dump.

Commissioner Tarr (laughing) said why is this funny.

Commissioner Hidalgo said point of privilege, Jared was taking too long, he needed to go to the bathroom

Commissioner Hidalgo left the room at 5:59 pm

Commissioner Wang asked a point of privilege to talk to someone. Said she didn't finish her joke.

CSFM Desamero entered the room at 6:00 pm

CSFM Desamero said he looked up every club that was 100% funded.

Director Long asked if there was any more conversation
Motion carried

Commissioner Hidalgo stepped back into the room at 6:02 pm

Steel Bridge Competition Team said they brought their president and proxy for treasurer. Neither were ASUN officials

Commissioner Wang received a proxy email

Steel Bridge Competition Team said their tier four application was for t-shirts, water bottles, and polos. Their conference was in April, and it was impossible to order the water bottles after the spring two funding period because they had to order them by this Saturday to make them available

Commissioner Wang said they still had a screen fee

Steel Bridge Competition Team said the screen fee was only for water bottles

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Commissioner Wang asked what was ground from FL

Steel Bridge Competition Team said that was ground shipping from Florida

Commissioner Wang said they were all within the caps. No cap on water bottles, they are \$9.50. They are getting vinyl stickers which they have the supporting document for

Steel Bridge Competition Team said he forgot he did that, they still wanted them.

Commissioner Wang said that was on the word document. The price is there.

Director Long asked if they were paying for the vinyl from DLM

Steel Bridge Competition Team said yes

Commissioner Wang said everything look good, they had enough money and were very cheerful.

Commissioner Wang moved to approve in the amount of \$997.53
Commissioner Tarr seconded

Motion carried.

ASCE WATER TREATMENT TEAM said they brought two proxies

Commissioner Wang said she got an email

ASCE WATER TREATMENT TEAM said it was the same deal, but with the size of what they are getting, they would like it paid for competition, and t-shirts.

Director Long asked if they checked with the Wolf Shop

ASCE WATER TREATMENT TEAM said they tried, and got no response

Commissioner Wang said they also told her this, they were working with her.

Director Ayard asked if they were hosting a conference

ASCE WATER TREATMENT TEAM said it was a conference for all ASCE clubs. It's in Chico, where they have their competitions. They work towards it all year.

Director Ayard said to make sure travel paperwork was submitted

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ASCE WATER TREATMENT TEAM said they already did that

Director Long said to make sure they submit their travel claims when they get back.

Commissioner Wang said their updated invoice said there was no more screen fee, so that means they have more money

ASCE WATER TREATMENT TEAM said he talked to Jacob, and they could get 49 t-shirts total. They wanted to move the \$14 shirts up to quantity 37. When they submitted it, they only had the steel bridge quote, but they were only asking for the cap.

Commissioner Wang said they were asking for two different t-shirt styles, navy and white and pawn blue. Asked if she should split them up.

Commissioner Tarr asked how it was on the supporting docs

Commissioner Wang said they were split

Director Long said they should split them

Commissioner Wang moved to strike non-food item line two and add non-food item line two, pawn blue, at a quantity of 12 unit price 6, and change non-food item line one to quantity 37, unanimously.

Motion carried

CSFM Desamero said it was \$294

Commissioner Wang moved to approve ASCE water treatment team for their tier four funding in the amount of \$294

Commissioner Ronquillo asked if they had the ASUN logo

ASCE WATER TREATMENT TEAM said they hadn't gotten the approval on this one, but they did for the other clubs. They didn't know it had to have the ASUN logo.

Commissioner Ronquillo asked for a stipulation to be added

CSFM Desamero said he would

Motion carried

CSFM Desamero asked the specific words for the stipulation

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Director Long said “logo”

Concrete Canoe said they had proxies

Commissioner Wang said she had proxy emails

Concrete Canoe said they were asking for duffel bags and water bottles. They have to get it in early because of the large order. The bags are just to help out, since theirs is more athletic, duffel bags will help them.

Commissioner Wang said they emailed her supporting documents for water bottles. They did a separate application but it could be combined into one. Asked how much money they had in tier four

CSFM Desamero said \$1000

Commissioner Wang moved to add non-food item line two, water bottles, with a quantity of 25, unit price \$9.50, non-food item line three, screen fee, quantity one, unit price \$49, and freight, quantity one, in the amount of \$15

CSFM Desamero said it was \$841.50

Concrete Canoe said he would check with them to let them know there is extra, they can apply for something else in case they want to apply for nationals. They will make a decision once everyone was in town, he hadn't heard back from them.

Commissioner Wang said just know their funding is due March 31st

Commissioner Wang moved to approve in the amount of \$841.50
Seconded by commissioner Hidalgo
Motion carried

ASCE WATER TREATMENT TEAM brought their president and a proxy. It was the same thing as before, they were trying to apply for polos for their conference. They needed to get it in early in time for the conference. They applied for 43, but they can increase the amount. They will go up to 50 to get the max. Wasn't positive about the full amount of tier four funding, but wanted to max that out

Director Ayard asked why this wasn't requested early

ASCE WATER TREATMENT TEAM said how they understood it that the event was in spring two

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Director Ayard said in the future, now they know, so make sure that they get it in the right period to track the funding, especially in spring two because it was the last period.

ASCE WATER TREATMENT TEAM said they would make sure that was understood

CSFM Desamero said they have \$400 for tier four

ASCE WATER TREATMENT TEAM said they would move the quantity to 50 then

Commissioner Wang asked if they were super sure there was no screen fee

ASCE WATER TREATMENT TEAM said yes

Commissioner Wang moved to strike non-food item line two and change non-food item line one to 50 unanimously

Motion carried

CSFM Desamero said it was now \$400

Commissioner Wang moved to approve ASCE for tier four in the amount of \$400

Seconded by Commissioner Tarr
Motion carried.

UNR Rocketry said they brought their president and treasurer, and vice president. None were ASUN officials. Their tier four application was to request two rocket motors for their testing and competition of their rocket. First launch will be around the end of April, and their second launch will be in New Mexico in June. They are single use chemical composite motors, so once you use them they are destroyed. They are asking for them early was because this was a nationwide competition, and quantities were running out.

Commissioner Wang said the application looked good, the supporting document was for \$429.00, the product. She didn't consider it a capital expenditure because it would only last more than five or ten seconds.

UNR Rocketry said 3.2 seconds.

Commissioner Wang said they needed one to test and one to compete, and there is hazmat shipping. Thought it was okay.

Director Long asked how many members there were

UNR Rocketry said 18

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Commissioner Tarr said it looked good

Commissioner Ronquillo said it sounded good

Commissioner Tarr moved to approve in the amount of \$985.93
Seconded by Commissioner Wang
Motion carried

BLACK STUDENT ORGANIZATION brought their president, director and secretary.
None were ASUN officials.

Director Long asked if their secretary was the treasurer

Black Student Organization said no, she sent a proxy

Commissioner Hidalgo said he got a proxy email and was looking over the supporting docs

BLACK STUDENT ORGANIZATION said the event was for a ball, they bring in a speaker and give out awards. It's dinner and dance kind of a thing

Commissioner Ronquillo asked how they got the \$5000 cost for the speaker

Commissioner Hidalgo said it was the booking fee in the supporting docs

Commissioner Ronquillo asked how it was exactly \$5000

BLACK STUDENT ORGANIZATION said they were negotiating right now, it was at least \$5000

Commissioner Hidalgo asked if there was a speaker cap

Director Long said he didn't think so

Commissioner Ronquillo said in their policy manual they cap catering. Will move the 24.60 down to 20.00 for silver and blue catering per plate.

Commissioner Ronquillo moved to change food item line one to unit price of 20 dollars.

Commissioner Wang asked when they would get the speaker

BLACK STUDENT ORGANIZATION said by the end of this week

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Commissioner Wang said that would fall in spring one funding

BLACK STUDENT ORGANIZATION said they talked about this last time, their event falls in spring one

Commissioner Wang said this wouldn't be early spring two because it's in spring one

CSFM Desamero asked if it was supposed to be agendaized as emergency

Commissioner Hidalgo said no it was under spring, they talked about this last time

BLACK STUDENT ORGANIZATION said they were told to reapply. They didn't approve because she messed up her supporting documents.

Commissioner Ronquillo said the funding period was off by one day, thought it was fine if it was off by one day, to approve for spring two.

Commissioner Hidalgo said he was trying to remember why they said it would be okay, but couldn't remember how they got there

Commissioner Tarr said they could check the minutes

Director Long passed the gavel to CSFM Desamero.
CSFM accepted.

Director Long left the room at 6:28 pm

Commissioner Ronquillo asked what they were waiting on

CSFM Desamero said they were waiting to see if they could hear this application

BLACK STUDENT ORGANIZATION said their even didn't end until the 17th, if they wanted to be technical, so they could avoid this situation. Last week the only issue was that she uploaded the wrong supporting documents.

Commissioner Bittar said they approved this last time

CSFM Desamero asked what Tarr was doing

Commissioner Tarr said he was looking at the minutes from that time, the 24th

CSFM Desamero said they would wait on commissioner Tarr.

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Commissioner Ronquillo said in the policy, it said if an event lapped two funding periods, the event must be requested at the earlier hearing

BLACK STUDENT ORGANIZATION asked if they could push this through.

CSFM Desamero said no

Black student organization said alright. It's okay, it's your policy.

Commissioner Wang said on page nine of the minutes, they said that they wouldn't have to pay their speaker until after spring two, they pay after the service, which would be the 17th

BLACK STUDENT ORGANIZATION said they made an argument why that wasn't valid

Commissioner Wang said they won't be making any payments during spring one, and she suggested they come back during the spring two hearing. Commissioner Tarr said this was early funding

BLACK STUDENT ORGANIZATION said they had to pay their speaker the day of the event

Commissioner Wang said right, but it was to their understanding that they said they didn't have to pay the speaker until spring two.

BLACK STUDENT ORGANIZATION asked to revise her statement because this was a new hearing.

CSFM said it didn't matter.

Commissioner Wang said they were judging it at spring one

BLACK STUDENT ORGANIZATION asked if they could go with the policy

Commissioner wand said the policy said they can't

CSFM Desamero said the policy says they can't because the earlier hearing would have been spring one

BLACK STUDENT ORGANIZATION asked what they would do

Commissioner Ronquillo said he thought that because they came in multiple times, and have held the event before with success for three or four years

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BLACK STUDENT ORGANIZATION said it had been running for a while. They left campus for a couple years, and have been back for three years. This is the second time they will host it since being back.

Commissioner Wang asked if their account could handle paying the funds

BLACK STUDENT ORGANIZATION said yes, they did it last year

Commissioner Wang said that if they could handle paying the funds it would be retroactive, and they would do it for spring two

BLACK STUDENT ORGANIZATION said April 17th they would be able to spend money, correct?

Commissioner Wang said yes.

Commissioner Tarr said no, the way it worked was they could spend money April 17th, so if they had to pay the day before it wouldn't be retroactive because they already got approved. Retroactive funding is a "no" in their policy because it creates a bad situation. It's different if they request the money, get approved, spend the money, and then get reimbursed

BLACK STUDENT ORGANIZATION asked if they were supposed to pay for it out of pocket and then get reimbursed

Commissioner Tarr said yes, if it gets approved, that would be the best way to do it.

Black Student Organization said okay.

Commissioner Bittar left the room at 6:34 pm

Black Student Organization asked if they could use the funding for silver and blue

Commissioner Tarr said they could use a credit card request

Commissioner Ronquillo asked if they approved the whole thing, they would get reimbursed for the speaker. Asked if they were able to pay the out of pocket cost

BLACK STUDENT ORGANIZATION would have to come up with \$3000 in sales, so that they have the money. Thought the last meeting that they would be able to have the money up front. Will have to talk to the speaker to see if they could pay the day after. Paying through check is after the fact, and they have to pay with check because you can't give credit cards to speaker. Last year they paid with a check after the fact.

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CSFM Desamero said if they felt like this was something that was an issue with miscommunication, they can say this is within the flexibility of the commission. If they feel like it is their fault, they can provide flexibility. If they accepted them for this, he and Richard would get an email about Black Student Organization spending the money, and they would have to approve it as an exception.

Commissioner Wang asked why what she just said wasn't relevant about paying the speaker out of pocket and getting reimbursed April 17th. Silver and Blue doesn't need to get paid until the 17th.

Black Student Organization said she didn't want to put that on the club, because some people do ticket sales through checks which would have to get cleared through central station, and she didn't want to wait on someone's check to pay the speaker. Asked why they couldn't use the club funding

Commissioner Wang said she didn't think it was a communication issue, because on February 24th they explained it very clearly and concisely what the issue was.

BLACK STUDENT ORGANIZATION said they didn't say anything about reimbursement

Commissioner Wang said yeah

Director Ayard said someone dropped the ball. They knew the funding periods and the dates, so they had to take some responsibility. The commission was trying to work with them, but this should have been requested last period, but they know some organizations don't know this, so they are trying to work with them. Help them out.

Commissioner Ronquillo said they did request last funding period, but they didn't have the right supporting documents

Director Ayard said that was a few weeks ago, not during the funding period.

Commissioner Wang said her decision is what she said to do

CSFM Desamero said well, yeah

Commissioner Wang said they should do a roll call vote.

Commissioner Tarr asked if they could make a contract with the speaker on central station's side to say they will get paid the 17th

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Director Ayard said the contract depended on when it was signed. If a check was mailed it would take 10-15 days. As long as the speaker knows they will receive payment afterwards and that's okay and part of the contract, that shouldn't be an issue.

BLACK STUDENT ORGANIZATION said last year they signed the contract and he knew he was getting paid after the fact

Commissioner Tarr said that was what he recommended. They can pay the day after, because then spring two funds would be acceptable.

Commissioner Wang said they mentioned they didn't have enough in their 40%

CSFM Desamero showed Wang the amounts. The amount would be like \$4000

Commissioner Wang said they would have to readjust

CSFM Desamero asked if they made any deposits

BLACK STUDENT ORGANIZATION said she thought they had more than that

CSFM Desamero said he had the newest value from central station, as of the beginning of March

BLACK STUDENT ORGANIZATION asked what that put them at

CSFM Desamero said they could request \$1995.9. Said he would have to ask if they had a deposit.

CSFM Desamero passed the gavel to Commissioner Tarr

Commissioner Tarr accepted and laughed.

Commissioner Tarr said the only reason this didn't work was because their event was before the start of spring two. They found a solution and they need to wait for Jared to come back.

Commissioner Ronquillo said they have tier one, so they can use Inkblot when they get approved.

Black Student Organization said they were in the process of that, thank you.

CSFM Desamero said he looked and they couldn't find anything, that this was the most updated as of March

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BLACK STUDENT ORGANIZATION said they would have to remit or resubmit because that application isn't due until the 31st

CSFM Desamero said they would hear that at the funding hearing

BLACK STUDENT ORGANIZATION said they would need \$1600 as the 40% for the \$4000

CSFM Desamero said yes, he believed so.

Commissioner Wang said they would just do a contract for the speaker so they get paid on the 17th, and they will pay for catering on the 17th and apply for spring two funding

CSFM Desamero said they would go to the spring two funding hearing.

Commissioner Ronquillo said it would be after their event

Commissioner Tarr said no, the hearing was before the period started

BLACK STUDENT ORGANIZATION asked when the hearing was, April 14th?

Commissioner Ronquillo said yes, and for a time, they could email Jared and pick an early time.

BLACK STUDENT ORGANIZATION said they would definitely do that to make sure they get the 60%. The speaker contract and silver and blue would need to be

CSFM Desamero said the credit card request needed to be one day before, they should request it the day they get the funding.

Director Ayard said they could do that sooner too

Black Student Organization said yeah.

Commissioner Hidalgo moved to indefinitely postpone Black Student Organization's early tier one application

Seconded by Ronquillo
Motion carried

Commissioner Wang said Women Into Computer Science and Engineering would be coming

CSFM Desamero said he knew

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Commissioner Wang asked if they could send them an email to check with them so she could yell at them if it was their fault.

CSFM Desamero said Women in Computer Science and Engineering were on their way, they couldn't find the place

Club Name	Tier Requested	Amount Requested	Tier Approved	Amount Approved
Institute of Electrical and Electronics Engineers	Early: Tier 1	\$776.92	Indefinitely postponed	
Institute of Electrical and Electronics Engineers	Early: Tier 1	\$86.98	Indefinitely postponed	
American Society of Mechanical Engineers	Early: Tier 2	\$1,080.00	2	\$1039.20
Women into Computer Science and Engineering	Early: Tier 4	\$365.90	4	\$270.90
Women into Computer Science and Engineering	Early: Tier 5	\$249.21	5	\$249.21
Steel Bridge Competition Team	Early: Tier 4	\$997.53	4	\$997.53
ASCE Water Treatment Team	Early: Tier 4	\$289.00	4	\$294
Concrete Canoe	Early: Tier 4	\$540.00	4	\$841.52
American Society of Civil Engineers	Early: Tier 4	\$393.00	4	\$400
UNR Rocketry Team	Early: Tier 4	\$1,000.00	4	\$985.93
Black Student Organization	Early: Tier 1	\$4,000.00	Indefinitely Postponed	

Women into Computer Science and Engineering said they brought their president and treasurer, they were not ASUN officials.

CSFM Desamero asked if anyone reviewed this application

Commissioner Wang asked about their tier four application

Women into Computer Science and Engineering said the tier four was for their event and for general membership recruitment and retainment. It was their fourth annual event, open to all majors and genders, especially high school students to show them computer science is a career path. They get together, eat food, and do fun computer things. It was successful in the past, and they hoped to keep continuing it.

Commissioner Ronquillo said t-shirts were capped at \$6, they put \$11.

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Women into Computer Science and Engineering said they put in the total amount

Commissioner Wang said they don't have to put their price, just the cap

Commissioner Ronquillo moved to change non-food item line one to unit price \$6 unanimously.

Motion carried.

CSFM Desamero said \$270.90

Commissioner Wang said everything looked good. Moved to approve WISE in the amount of \$270.90

Commissioner Ronquillo seconded

Motion carried

Women into Computer Science and Engineering said their tier five application was the same event, they were using tier five per Rachel's recommendation at the last ELC meeting. They reach out to high school and middle school, so it was community outreach

Commissioner Ronquillo asked where it was located

Women into Computer Science and Engineering said it was the earthquake building

Commissioner Wang asked what the acrylic sheets were for

Women into Computer Science and Engineering said keychains, they take it to the Delamare, get it engraved, and have it cut out. They look really good.

Commissioner Wang said it was cool, she wanted one. Asked where it said that they had a setup fee for the water bottles

Women into Computer Science and Engineering asked if she saw the screenshots. That set up fee may not go down once they do the order. She put it in there provisionally

Commissioner Wang said that was fine. Moved to approve their early tier 5 funding in the amount of \$249.21

Seconded by Ronquillo

Motion carried

Commissioner Wang reminded them that real spring funding was due Friday.

Commissioner Ronquillo asked if they got his email about reserving space in Weigand.

Women into Computer Science and Engineering said yes, she was aware

Commissioner Wang left the room at 7:04 pm

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Commissioner Ronquillo said something about the name of Women into Science and Engineering. Thought it sounded weird because they said “into.”

Women into Computer Science and Engineering said there was a club called Women In Science and Engineering, but they made it different on campus.

Commissioner Wang moved to indefinitely postpone IEEE applications
Seconded by Commissioner Tarr
Motion carried

Commissioner Wang asked if their account had enough money

CSFM Desamero said no, according to the most recent report. Asked if they should be reauthorized.

Commissioner Wang said no, they meant to submit for spring two, they just submitted early.

5. REPORT OF THE DIRECTOR OF CLUBS AND ORGANIZATIONS

- a. The Director of Clubs and Organizations, Richard Long, will give his report.
 - i. General updates from the Director regarding the Department
 - ii. Communications from the President, the Senate, and other officers of ASUN

6. REPORT OF THE CLUB SUPPORT FUNDING MANAGER

CSFM Desamero said he was supposed to have something, but Director Ayard would expand on that. They should schedule with him to give him information regarding this, once the funding tracker is almost complete, he will create a strategic plan for the next few years. It will be seen by future commissions and include their feedback as well. Please email him a time to meet.

7. REPORT OF THE COMMISSIONERS

- a. The Club Commissioners will each give their report.
 - i. Luke Bittar, Sports and Recreation
 - ii. Roderick Hidalgo, Greek Life/Service and Community Outreach
Commissioner Hidalgo said he was working with Commissioner Tarr. Would send out his survey, and appreciated if they could send that to their coalitions. Was looking at a date for the barbeque, was thinking April 25th

Commissioner Tarr said he was fine with that

Commissioner Hidalgo said that would give them enough time to prep. They could revisit this later.

Commissioner Tarr passed the gavel back to Desamero

CSFM Desamero accepted

Commissioner Hidalgo asked if the 25th still worked with everyone, for 11-2

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CSFM Desamero said yes

Commissioner Hidalgo asked if everyone was still good for next Friday for bowling.
Asked what times people were available.

Commissioner Ronquillo said after four

Commissioner Tarr asked what it was for

Commissioner Wang said bowling

Commissioner Tarr said he was open all day

Commissioner Hidalgo asked how six was. Nevermind, the deal didn't start until seven.

Commissioner Wang said they could go and have dinner first.

Commissioner Hidalgo said he needed to check what time bowling was.

Commissioner Wang asked if Desamero sent an email

CSFM Desamero said he sent one to them to confirm if they wanted to go.

Commissioner Wang said oh.

Commissioner Hidalgo said cosmic bowling on Friday was at nine, but he was down for
whatever time. Earlier would be six or seven dollars a game

Commissioner Hidalgo said they could do dinner at seven, and bowling right after

CSFM Desamero asked when it was

Commissioner Hidalgo said April 7th, night bowling

Director Ayard said she couldn't make it

Commissioner Ronquillo asked when the banquet was

CSFM Desamero said he would look

Commissioner Ronquillo said he was curious if it was the same weekend

CSFM Desamero said he didn't know

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Director Ayard said it was mid-April, it wasn't the 7th

Hidalgo left the room at 6:54 pm

Commissioner Wang said the banquet was April 14th

Hidalgo entered the room at 6:57 pm

- iii. Adam Tarr, Pre-Professional and Academic: Arts, Business, & Education
Commissioner Tarr said the policy was going to gov-ops on Friday and would go to senate next Wednesday, their last meeting. Would fill them in about the policy. Richard will present for the gov-ops. Expected it to pass gov ops easily, he was working with them to pass the legislations and they were favorable. Senate was a hurdle, and he didn't expect it to be confrontational, but he didn't expect that last time either.

Commissioner Ronquillo asked if this was the last meeting, and it was either approved or not approved

Commissioner Tarr said it could be approved later, but then the new senators would have a new change, and since they were working with this session on it, they could vote and approve. If it gets pushed back, they could do that, but would rather have the current session to approve it because they have experience instead of the new guys who don't know all that much yet.

CSFM Desamero encouraged everyone to try to make one of these meetings to represent the department. They discussed this for a long time.

Director Ayard said to keep in mind that that agenda is super long

Commissioner Tarr said he was aware. Would be there until midnight. Sleepover in ASUN, he was excited.

Director Ayard asked them to repeat the amounts, so she had everything correct.

- iv. Rachel Wang, Pre-Professional and Academic: Science & Engineering
Commissioner Wang said she sent all the advisors the advisor survey, and got 55 responses. That was more than she expected. A lot of them want more communication on policy changes. Will work with Director Ayard on sending them a memo after they get approved on this one. Some of them were distressed that they used to be kept in the loop, and now they are getting excluded. There was a section that was categories you know most about ASUN, and a lot of them only knew about funding. Will compile a summary of that. Friday is the last day to submit, so they will get a report. Hopefully they can ball roll something for next semester.

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- v. **Cassandra Carrasco, Multicultural & Diversity**
Commissioner Carrasco asked if anyone was coming to the diversity summit on Thursday

CSFM Desamero asked what time

Commissioner Carrasco said from 8-5.

CSFM Desamero said unfortunately no.

- vi. **Kenneth Ronquillo, Campus Life/Faith Based/Social & Political Involvement**
Commissioner Ronquillo said the new letter would be a week late, but it would be sent by next Friday. Let him know if they have anything they want on it. His project was making the club handbook, but the draft was delayed. It will included things about ASUN, club funding, Robert's Rules. Asked about ASUN club awards, and how they are chosen

CSFM Desamero said last year they just talked about it, but he wasn't sure of Director Long's plan. Two years ago they decided to vote at meeting, but that would be bad because it's public, so he was considering that they all discuss in the meeting, but vote written down, so that just Richard can sort things and announce who wins at the banquet.

8. APPROVAL OF MINUTES

- a. February 3rd, 2017 @ 5 PM
- b. February 4th, 2017
- c. February 10th, 2017
- d. February 17th, 2017
- e. February 24th, 2017
- f. February 28th, 2017
- g. March 4th, 2017
- h. March 7th, 2017
- i. March 14th, 2017

Commissioner Hidalgo moved to approve the minutes from February 17th, 24th, and 28th.

Seconded by Commissioner Wang

Motion carried

9. REMARKS

No remarks

10. STAFF REPORT(S)

Director Ayard said she wanted to discuss some things. First, there were a couple of issues with the center for student engagement. Some organizations haven't been turning in travel claims when they return from trips. Richard will be cc'd on the emails from those clubs, and she will let Richard know the correspondent so they can get that turned in, or else their account will be on hold. It's important so they know they returned and that everything went well, and they can pay back money. Know they will be more cautious during the funding periods. Asked for their

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help with renewals, even though it was a busy month with projects and hearings. If they are so busy they can't help, email her, but if they have free time, please help with the renewal process. A lot of organizations have turned in applications, and would appreciate help with renewing constitutions. There are just a few things they require in the constitution, they just have to make sure the constitutions have those things and answering questions. They can respond to them by looking at the Nevada Shared box. She will send emails, and if they can't help, email her separately. Talked to Richard, and this is something the commission did anyway a couple years ago, so it's not uncommon.

CSFM Desamero said this was the first year they handed off the process to professional staff

Director Ayard asked if Jared had presented on the data

CSFM Desamero said a little last meeting, but it was incomplete.

Director Ayard said the data that Jared presented about funding analysis is not the most accurate, they have to go back and revisit. The accounting office is behind in reconciliations, so those numbers are not accurate. They will work in the next couple weeks to know how much money is left over. There could be the possibility of spring two having some sort of formula if they cannot allocate all the money. They want all the money to go down to zero, and then they could make a case for an increase. Work with Jared to be cautious of numbers and account for any exceptions.

Commissioner Ronquillo asked if it went past zero, if it would come out of operations.

Director Ayard said they can't go past zero because there are other expenses

CSFM Desamero said there are other department expenses besides club funding

Director Ayard said when they talk to organizations about requesting funds for spring two, don't discourage them, but don't share information about how much is in the account because they don't know that themselves. They need to know how much has been spent to know how much is left

CSFM Desamero said he can't give them the funding tracker until Central Station updates it. Central Station had been backed up. He pulls data from the backend, so his data is as reliable as central station, and if they aren't updated, the tracker is useless. They will update as much as possible until spring two, and he will be working to update it. It is continuously rolling to be updated. Wont' have an accurate funding tracker until Spring Two

Director Ayard said she mentioned club survey incentives. One would be for the club survey, that will be sent to all of the members of clubs, and they will ask about civic engagement. To get good turnout, will give incentives. In the past, the group gave out iPads. Would like that feedback today to send out the survey. Also, incentives for club renewal. They discussed cash prize for those that complete the renewal by the deadline. They would be entered into a drawing.

CSFM Desamero said there were two incentives, but they only discussed on in depth. One for the survey, and to renew. To renew, they decided on \$100. Asked if they chose how many clubs would get it

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Director Ayard asked if he meant the club survey

CSFM Desamero said renewal

Director Ayard said they would have 150 by May, so far they had 50. It would be a drawing.

Commissioner Ronquillo asked about a giftcard

Director Ayard said they can't give a giftcard to the Wolf Shop because it wouldn't necessarily benefit the club.

Commissioner Ronquillo said they should do an apple watch for the survey, because that's what the cool people want.

Commissioner Tarr said an apple watch only works if they have an apple phone

CSFM Desamero said he wasn't sure how much the apple watch was.

Director Ayard said she just needed to know amounts and numbers.

CSFM Desamero said they needed to know the award. Right now he and Richard were okay with mini ipads because that was what they had done in the past

Commissioner Tarr asked if it worked in the past

Director Ayard said yes, the data reached the minimum to use the data.

Commissioner Tarr said he thought they should do the same thing

Director Ayard said okay, three mini ipads. Would look into the watch and see how much it was. Asked about the renewal

CSFM Desamero said \$100

Director Ayard asked how many \$100 award

Commissioner Tarr said to three clubs, or something like that.

Director Ayard said three hundred total?

CSFM said yes

11. PUBLIC COMMENT

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Commissioner Wang said she received a text from the president of the sports council asking about a coalition event at the end of the year. They wanted to know if all clubs had to put in applications separately, or if they could use all the extra funding for the event

Commissioner Tarr said it was a different application for every club

Director Ayard said it would be co-sponsorship

CSFM Desamero said there was a different cap

Commissioner Tarr said they could put together money totaling up to \$4000

Commissioner Wang asked if they could do that

Commissioner Tarr said yes, just different applications totaling \$4000

12. ADJOURNMENT

CSFM Desamero adjourned the meeting at 7:27 pm

Note: Unless otherwise marked by an asterisk, all agenda items are action items upon which the Commission may take action. Action items may be taken out of the order to be presented at the discretion of the Chair.

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