**Committee on Budget and Finance**

**Senate of the Associated Students 85th Session Agenda for Tuesday, October 24, 2017 at 3:00 p.m.**

**Joe Crowley Student Union Presidents Conference Room**

1. **CALL MEETING TO ORDER**

Meeting was called to order 3:00 pm at in the President’s Conference Room, third floor of the JCSU. Presiding secretary was Secretary Cunneen.

1. **ROLL CALL**

Senator Becker was present

Senator Bussman was present

Senator Flangas was present

Senator Kuykendall was present

Senator Mall was present

Senator Martinez was present

Senator Sarwar was absent unexcused

Senator Thummel was present

Qourum was met

# PUBLIC COMMENT\*

Kuykendall: hopefully you have the template for financial reviews. When you fill it out, change the month, make sure the format is correct, send it to me before Hannah so I can make corrections, we want to carry this into the future for budget and finance, under title number 1, put the financial account title and the number, section 2 subsection b, numbers are different because we are budgeting them differently, new student initiatives, lined up how previous sessions went. Want a little more transparency, be efficient, if there are any questions we don’t want to repeat them at senate. Verdict, you can say the account isn’t operating efficiently, make it clear, Hannah will end them out, senate will understand.

Rodriguez: struggling with term verdict, decision on disputed issue, need another term for that.

Kuykendall: reword to conclusion. Highlight everything in yellow so you don’t miss what you need to fill out.

# MINUTES

**a.** The Committee will consider the approval of the minutes from September 5th, 2017. The Committee will discuss the minutes of September 5th, 2017 and may choose to amend or edit the minutes. Upon conclusion of the discussion, the Committee may choose to approve the minutes.

Senator Martinez moves to approve the minutes, all approve.

# OLD BUSINESS

**a. Liaison Delegations**

The Committee will revisit the idea of liaison positions between the Committee and various ASUN departments/accounts. Further action will be taken according to the conclusion reached during the discussion.

# NEW BUSINESS

**a. Financial Reviews**

The Committee will conduct a financial review of the following accounts: Insight

Magazine (1702-105-0108), New Student Initiatives (1702-105-0134), Campus Escort

(1702-105-1006, and Leadership Programs (1702-105-0119). The Committee will hear a

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IGT Knowledge Center, and online at

www.nevadaasun.com.

If you would like a copy of any of the agenda items listed, please contact Senator Kuykendall at senatorkuykendall@asun.unr.edu.

Committee on Budget and Finance Agenda

Tuesday, October 24, 2017

Page 2

presentation by the account managers and the will examine expenditures within each account to ensure full financial disclosure and transparency to the ASUN.

Kuykendall: new student initiatives first

VP: brought more copies of memo, zero dollar spent, the money allocated to account is spent before fiscal year is over, reflect orientation from july to august. Buying pack pride asun hats, received in retreat bags, 4,000 black water bottle, bought 65, 6,500. No waste of what we bought, expenses for stuff asun hands out, ink blot absorbed that account for us. Not much going on in this account.

Kuykendall: expecting to do the same thing for next orientation

VP: yes, budget goes to new VP, stray away from sunglasses each year, moved to hats, under discretion of next VP

Rodriguez: funding allocated in april, money sits in account all year long, orientation doesn’t happen until summer, not going to see more activity in this account

Insight magazine

Andrea heard, 2,064, 48 in fringe, zero in ravel and hosting, and operating 8,500 for fiscal year. 34,000 budget, print second issue in spring, digital magazine coming out over winter break, update digital, using some of operating budget for social media promotions, associated collegiate conference in the spring, beneficial to bring all of staff, if we cant bring everyone, move money from operating into travel to take everyone, spring issue in march.

Thummel: move from operations into wages, how much

Andrea: move 3,000 to 4,000, hire distribution person, we have 25 stories compared to 30 stories last year, give staff members only working 4 to 5 hours a week more of a weekly allowance,

Working on hiring distribution person for sage brush.

Andrea: be really helpful to use some money from operating into wages, not going to look good if for 6 weeks we aren’t producing any online content. Give insight that extra push.

Flangas: see moving towards online media, how you measure success,

Andrea: discussed upgrading Issue.com platform, plan costs 25 more a month, show analytics how many people are visiting pages, how they find thee page, keep track of who is visiting the page and what articles they are reading

Kuykendall: separate charge, falls under same account, 7,600 left in operating, how would you plan on printing spring issue if it costs to print 8,000

Andrea: each issue is about 4,000

Kuykendall: when you plan to propose this, find a senator to sponsor the bill to move the funds, our committee will vote for it, make a strong case for why the wages should be increased, come with a lot of info and the senator who is working on this with you

Mall: stats for how many people visit website on a monthly basis.

Andrea: it varies, if they are logging on from google or from something else.

Kuykendall: can you email that data to me soon, it would be great to have it before next weeks’ senate meeting

Campus escort:

Zachakry Aldridge

Jessica

Zach: provide safe passage for students around campus, we allocate budget 2,000 to wages, 3,000 to fringe, 32,000 to tap ride, we have spent about 15,000 so far, for Ipads that are in cars from AT&T, dispatchers, people who work in mini vans, Saturday shuttles to Winco, request shuttles, people usually pay wages while that happens, cleaning the vans, AT&T bill, Ipad, uniforms, maintenance, gas on vehicles, security back ground checks on all employees. Maintenance we have spent 3,000, a few vans went out of service, new jackets for higher up people, older Ipads are slowing down and it slows down how effective we are. For rest of the year it will be student wages, 18,000 located strictly for maintenance and repair. Historical data, 49,692 people last year, by month, busiest are winter months and end of semester, how many requested trips and how many bicycle a d wheel chair trips, average wait time is 13 minutes, we are down from 15 minutes

Becker: what goes into tap ride for the budget,

Zach, 32,000 is strictly tap ride, that app, has interactive map, auto dispatching system, it’s a fixed thing

Kuykendall: minor accident? Charge for new bumper

Zach: newer employees have backed up in poles, now for your first two weeks you cannot drive, you sit and observe only working with senior officers, and after two weeks, we let them drive and a senior officer watches them back up to make sure they don’t hit anything

Flangas: do we pay for insurance?

Claim for risk management, we pay for repair on vehicle and then risk management reimburses us

Flangas: help to purchase new wheelchair accessibility van, how cost effective

Doesn’t exists yet, still going through purchasing department. If they talk to dispatch we will accommodate them, new van will service as a double for that

Rodriguez: students in wheelchairs can call ahead of time, they are aware of where to be picked up.

Leadership Programs

Rodriguez: hosting for leadership conferences 5,000 set aside, listed as gender race and conference, aligned with NSHE, already sitting on system wide committee working towards that conference, 2,000 set aside for diversity conference, diverted dollars into paying for that speaker, all of it is meant to bring developmental, currently contemplating, have offered to work with asun, organization anti-defamation league, encourage students to… asun would send out email to students putting entire police department no final decisions made, looking at spring semester early spring.

McNeece: scheduled is the applications online, going to be opened over winter break, continue to march first, the sustainability committee, which are the most successful, april first will be the last day, students have the rest of the semester, 10,000 total, how much will get funded.

Support the idea hands on experience, posters up right now, tabling event will be scheduled, too many clubs

Becker: certain students that have a sustainability minor

Becker: target students with renewable energy minors

McNeece, environmental pollution class

Kuykendall: funding of projects would be happening in april, projects funded and brought to the table, funded and carried on after your term ends, committee stays consistent?

Mcneece before we get funding, everything is down to a T, we have the time line all planned out, it will be towards the end of my term but I can be in touch with the new president.

Kuykendall: looking at leadership programs, the one that sticks out, the sustainable Nevada initiative fund, do you suggest we move that account into exec

Rodriguez: committee will be its own fund, he will still be responsible for signing requests to spend money, the president would be signing off, say for that initiative

Kuykendall: closer to exec board, cant make next president, director of sustainability, almost contradictory, account under exe board account but president would be signing off

Rodriguez: remains the point person but not with money.

Kuykendall: to Mcneece, would you work with senators?

Rodriguez

Kuykendall: best thing for the account is get more info on it, draft a bill that really reflects what needs to be done.

Kuykendall: as we wrap up financial reviews, who would like to volunteer to do the templates. Becker will do new student initiatives. Thummel will do leadership, Martinez will take insight, Bussman will do campus escort. Would like to have those by Thursday night.

# PUBLIC COMMENT

Items heard under public comment may be for items either on or off the agenda. Action may not be taken on items raised under public comment. The Chair may elect to take public comment on action items on this agenda. The Chair may impose reasonable limits on the length members of the public may speak.

Rodriguez: campus escort, drop in service, it wasn’t, 2014 we had 39,000 uses, next year it increased by 10,000. Group of Brazilian students was not able to be in residential life, the students had to live at the highlands, campus escort needed to take them back and fourth to eat at the Dc, it looks like a drop in students but there is not.

Kuykendall: no ones at fault for lack of housing who was liable for finances?

Rodriguez, the VP send s over 1,300 from VP student services, it came down to safety, you have students that couldn’t live on campus and couldn’t speak English very well

Zack: that s when we added the shuttle that continuously goes from the DC to the KC to the gym and also the shuttle to Walmart.

Rodriguez: relieved smaller shuttles from the long routes.

Rodriguez: questions about the capital account, additional info

Kuykendall: info regarding capital account, budding heads with the wolf shops, wolf shop is making clubs and orgs not able to fully do their job, making it hard to purchase, want more movement around the restriction

Delana: have to go through wolf shop?

Kuykendall: clubs and orgs has to go through the wolf shop, miscellaneous things.

Rodriguez: Nevada wolf shop has the right of first refusal, Nevada wolf shop cant get orders done if clubs wait a week before the order needs to be due. Meeting to discuss concerns. Sit down with all of you, keep making exceptions

Delana: what I put in place so this issue wouldn’t be a big deal, two quotes, shows which one is cheaper. Quote in general from wolf shop

Kuykendall: price matching, some clubs that put orders in in advanced, some problems including licensing through the university to get approval for different designs

Mall: month wait, we put the shirt order in a month in advance, we got our shirts the day that they were needed

Rodriguez: going through non license dealer, they get cheaper shirts, but wolf shop does not get the dollars it needs. All sports clubs insist on using wolf pack logo, if they didn’t use the logo they wouldn’t have to wait, that’s what the sports clubs are up against. Printed at a different place and wolf pack didn’t get their share of the money for licensing. Committee could hold a hearing for the complex ordering shirts.

Delana: having issues, clubs were putting in request for t shirts, they wanted logos that we don’t have a license to print. Another issue for clubs

Rodriguez: find out what happened

Kuykendall: have a meeting between me, Rodrigues, Desamero, Delana, and anyone else impacted but this, then we can have a hearing so we arent jumping into this, schedule future time for a hearing for this type of incident

Rodriguez: break down of orders that have been submitted to asun.

Flangas: we know you need a month long dead line, build in a contract with wolf shop, fully refunded, if you submit it before this time you will get your shirt

Kuykendall: get a quick quote or invoice, they sit on it for awhile, don’t know exactly what is going on,

Mall: making design digital

Kuykendall: approval process, if anyone wants to attend

Bussman: been the experience with a lot of clubs, not just wolf shop but also ink blot, its easier to send it to an outside source, this needs to be addressed so more clubs and orgs are going to wolf shop and ink blot

# ADJOURNMENT

Adjourned at 4:02 pm

**9. NOTES.**

Unless otherwise marked by an asterisk, all items are action items upon which the Senate may take action. ASUN supports providing equal access to all programs for people with disabilities. Reasonable efforts will be made to assist and accommodate physically handicapped persons desiring to attend the meeting. Please call the Speaker of the ASUN at (775) 784-6589 in advance so that arrangements may be conveniently made.