

Clubs and Organizations Commission

Department of Clubs and Organizations

Minutes for Friday, August 31st, 2018 at 8:00 AM

Joe Crowley Student Union, Rita Laden Senate Chambers, 3rd Floor

1. CALL MEETING TO ORDER

Director Bittar called the Department of Clubs and Organizations meeting to order at 8:03 am in the Rita Laden Senate Chambers, 3rd Floor of the Joe Crowley Student Union. Presiding secretary, Andrea Godoy.

2. ROLL CALL

Director Bittar, assistant Director Hickman, and Commissioners Fiore, Fullmer, Keegan, Raquel, Setnan, and Young were present.

A quorum was present.

3. PUBLIC COMMENT

There was no public comment at this time.

4. POLICIES, PROCEDURES, AND ADMINISTRATIVE ACTIONS

Funding Block	Time	Club Name	Tier Requested	Amount Requested	Tier Approved	Amount Approved
A	8:00 AM	Nevada Advertising	Operations	\$30.00	Operations	\$30.00
	8:00 AM	Japanese Student Action Network	Operations	\$648.65	Operations	\$713.65
	8:00 AM	Alzheimer's Foundation of America	Operations	\$200.00		
	8:00 AM	The Coffee Club	Operations	\$220.10	Operations	\$193.72
	8:30 AM	UNR Game Developers	Operations	\$920.14	Operations	\$740.00
	8:30 AM	Management and Human Resources Association	Operations	\$141.98	Operations	\$141.98
	8:30 AM	Men's Ultimate Frisbee	Operations	\$748.07	Operations	\$748.07
B	8:30 AM	Young Democratic Socialists of America	Operations	\$207.61	Operations	\$207.61
	8:30 AM	Nevada Club Golf	Operations	\$366.29		
	8:30 AM	Kappa Phi Lambda	Operations	\$126.00		
	8:30 AM	Wired Like This	Operations	\$54.99	Operations	\$54.99
	9:00 AM	UNR Student Chapter of The Wildlife Society	Operations	\$200.00		
	9:00 AM	Beta Beta Beta Biological Honor Society Club	Operations	\$56.38	Operations	\$52.23

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

Posted at the ASUN Offices in the Joe Crowley Student Union, Frandsen Humanities Building, the Pennington Student Achievement Center, the Mathewson IGT Knowledge Center and online at www.nevadaasun.com. 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 ASUN at (775) 784-6589 in advance so that arrangements may be conveniently made. If you would like a copy of any of the agenda items listed, please contact Luke Bittar, Director of Clubs and Organizations, at directorco@asun.unr.edu or Katherine Hickman, Assistant Director of Clubs and Organizations, at assistantdirectorco@asun.unr.edu.

	9:00 AM	Beta Beta Beta Biological Honor Society Club	Operations	\$160.00	Operations	\$160.00
C	9:00 AM	Wolf Speaks	Operations	\$69.72	Operations	\$69.72
	9:00 AM	American Marketing Association	Operations	\$150.00	Operations	\$150.00
	9:00 AM	Associated Students of Gerontology	Operations	\$100.00		
	9:00 AM	Pi Tau Sigma-Nevada Reno Beta Nu	Operations	\$231.37	Operations	\$186.20
	9:30 AM	Acoustical Electronics	Operations	\$228.79	Operations	\$224.11
	9:30 AM	Panhellenic Council	Operations	\$330.00	Operations	\$330.00

Japanese Student Action Network (JSAN) sent the president and treasurer; they are not ASUN officials. They are having a summer festival on September 9th and are applying for \$648 to cover an emergency. They had a miscommunication with how much was in their in account. They can go deeper into the numbers if they wish.

Commissioner Fullmer reviewed the app; it was almost good. The table delivery was on the invoice for \$95 total. They needed to have the docs match the spreadsheet, so they will need to change that. If they don't use it, it will go back into their account.

JSAN said they had funding from the last time and had already covered \$65; the \$30 was for extra tables.

Commissioner Fullmer said their documents had to match spreadsheet.

Commissioner Fullmer moved to change nonfood item 7 to quantity 1 unit price \$95 by unanimous consent. There was no dissent; motion carried.

Commissioner Fullmer moved to change food item 7 to a nonfood item by unanimous consent. There was no dissent; motion carried.

Commissioner Fullmer moved to approve JSAN's operation app for \$713.65.
 Commissioner Raquel seconded.
 Motion carried.

Nevada Advertising Club sent the treasurer and vice president; they are not ASUN officials. They are printing more posters about their club and putting them in the Joe and the Business Building so students know they had that club as an option.

Commissioner Fullmer moved to approve Nevada Advertising Club's operations app for \$30.
 Commissioner Young seconded.
 Motion carried.

UNR Game Developers sent the president and vice president; they are not ASUN officials. They are asking for basic things for the year; mostly software. They needed to have the same equipment and software for all members.

Commissioner Bittar asked if the pizza was for recruitment.

UNR Game Developers said yes.

Commissioner Fiore asked if recruitment was open to all students.

UNR Game Developers said for all students.

Commissioner Fiore said all the docs looked good.

Commissioner Young asked if they are printing a design on the shirts.

UNR Game Developers said the shirts had already arrived; they ordered them in the spring.

Commissioner Young said that was retroactive funding which the Commission does not do.

UNR Game Developers said they hadn't paid for them yet; they still had the information here.

Director Bittar asked if the shirts had already been made.

UNR Game Developers believed so but they hadn't seen them yet.

Commissioner Young said they needed to see the shirts to make sure it was appropriate and had the ASUN logo.

Director Bittar said when Commissioner Young said see the shirt, he didn't mean physically.

Commissioner Young said just a picture.

UNR Game Developers said they still had the mockup.

Commissioner Young said they cannot fund that today. They must come back at another meeting with the supporting document.

Director Bittar said that since the order had already occurred it was technically retroactive funding and the Commission cannot fund them unfortunately.

Commissioner Young moved to strike nonfood item 2 by unanimous consent.
There was no dissent; motion carried.

Commissioner Young moved to approve UNR Game Developers' operations app for \$740.14.
Commissioner Setnan seconded.
Motion carried.

Management and Human Resources Association (MHRA) sent the treasurer and secretary; they are not ASUN officials. They are requesting \$148.90 to get Jimmy John sandwiches for their first meeting. It will be a recruitment meeting. Since they don't have member dues yet, they were requesting funds.

Commissioner Fiore asked if the meeting was open to all students since it was recruitment and they were inviting students.

MHRA said it was open to all.

Commissioner Fiore said she had some issues with the spreadsheet but she uploaded a new version after fixing it.

Director Bittar asked the Commission to wait while Assistant Director Hickam downloaded the new sheet.

Commissioner Fiore said all the supporting docs looked good.

Commissioner Young moved to approve MHRA's operation app for \$141.98.
Commissioner Setnan seconded.
Motion carried.

Men's Ultimate Frisbee sent the treasurer and president; they are not ASUN officials. They are requesting funds for new discs to keep the club running. They are using them for practice and games and they give one to each member as well.

Commissioner Raquel moved to approve Men's Ultimate Frisbee's operations app for \$748.07.
Fullmer seconded.
Motion carried.

Men's Ultimate Frisbee asked when they can use it.

Director Bittar asked if they had already put in a credit card request.

Men's Ultimate Frisbee said not yet.

Director Bittar said they can just place it now. He asked the Alzheimer's Foundation of America if they have another person coming.

Alzheimer's Foundation of America said no.

Director Bittar said both the president and treasurer needed to be present; if either of those two couldn't be present, then the president needed to send an email letting the commission know.

Pi Tau Sigma sent the treasurer and vice president; they are not ASUN officials.

Director Bittar said they did not receive a proxy email for the vice president. He asked the treasurer to send an email so they can hear the application later.

Acoustical Electronics sent the president and treasurer; they are not ASUN officials. They are working on a few projects over the semester. The funding was to buy the kits.

Commissioner Young reviewed the application and there are a few changes that he needed to make.

Commissioner Young moved to change food items 1-6 to nonfood items by unanimous consent.
There was no dissent; motion carried.

Commissioner Young moved to change nonfood item 5 to unit price \$50.99 and nonfood item 6 to unit price \$99.99 by unanimous consent.
There was no dissent; motion carried.

Commissioner Young said there were some issues with the spreadsheet. He was just copying the numbers over. They are all good and it was no big deal. He asked if the pieces will last more than three years.

Acoustical Electronics said all of them will.

Assistant Director Hickman said they are all under \$100 and were therefore not considered capital items.

Commissioner Young said looked good then.

Commissioner Fullmer moved to change nonfood 1 to unit price \$19.85 by unanimous consent.
Commissioner Young dissented; motion failed.

Commissioner Fullmer moved to strike food item 1 by unanimous consent.
There was no dissent; motion carried.

Commissioner Raquel asked if the numbers included originally included shipping.

Acoustical Electronics said yes.

Commissioner Raquel asked the club if they still wanted the shipping covered.

Acoustical Electronics asked for clarification.

Commissioner Raquel said for example, for the guitar amplifier, it was \$21.99 plus \$3.99 for shipping. What he did was remove shipping from that since everything needed to have separate line items. He asked if they still wanted the funding for shipping or if they planned on paying for it themselves.

Acoustical Electronics was pretty sure they could get free shipping.

Director Bittar said the application was submitted as on campus; it needed to be relegated.

Commissioner Raquel moved to relegate the application to operations by unanimous consent.
There was no dissent; motion carried.

Director Bittar said the spreadsheet said on campus but they needed to change it to operations.

Commissioner Fullmer moved to approve Acoustical Electronics' operations app for \$224.11
Commissioner Setnan seconded.
Motion carried.

Commissioner Raquel asked if their name was Acoustical Engineering Club.

Acoustical Electronics said it was "Electronics."

Wired like This sent the vice president and president; they are not ASUN officials.

Director Bittar asked if they received a proxy email.

Wired like This said no. The treasurer was supposed to be there but missed it.

Director Bittar asked the president to send a quick proxy email to them right now. As soon as they get the email, the Commission will move back to their application. In the meantime, they will move to Pi Tau Sigma.

Pi Tau Sigma asked if the Commission received the proxy email.

Director Bittar said yes but the proxy email needs to come from the president or treasurer. They can send it to assistantdirectorco@asun.unr.edu.

Alzheimer's Foundation of America said the president had a personal emergency and couldn't make it. They asked if there was a way to re-agendize them for next week.

Director Bittar said absolutely.

Commissioner Setnan said UNR Student Shelter of Wildlife Society was not coming.

Director Bittar asked if they needed to be re-agendized.

Commissioner Setnan said yes.

Pi Tau Sigma sent the treasurer and vice president; they are not ASUN officials. They originally applied for funds for club fair to try and entice people to come to their table. However, since they are a new club and unable to make it to attend club fair, they are looking to do future recruitment events and outreach events. All the demonstrations listed in the application can be used for recruitment to demonstrate the concepts that relate.

Commissioner Young said the application looked but he needed to change a few things.

Commissioner Raquel moved to move food items 1, 3 and 4 to nonfood items 5-7 by unanimous consent. There was no dissent; motion carried.

Commissioner Young asked how long the four stroke diesel engine display last.

Pi Tau Sigma asked for clarification.

Commissioner Young asked if it will last more than three years.

Pi Tau Sigma said it depended on how it was used. It should last more than three years if they use it correctly.

Commissioner Grant said if that was the case, they could only fund one of the kits since they would be considered capital expenses.

Director Bittar said the club will be responsible for the rest.

Commissioner Young moved to change nonfood item 3 to unit price \$100 by unanimous consent. There was no dissent; motion carried.

Director Bittar said the application was now for \$203.27.

Commissioner Young moved to relegate to operations by unanimous consent. There was no dissent; motion carried.

Commissioner Raquel moved to change food item 2 to unit price \$9.99 by unanimous consent. There was no dissent; motion carried.

Commissioner Raquel said he took the shipping out since they are separate items and need to be separated. They can still receive shipping if needed. He asked the club if they wanted shipping to be funded.

Pi Tau Sigma said yes.

Commissioner Raquel moved to add nonfood item 4: Shipping quantity 1 unit price \$5.69 by unanimous consent.

There was no dissent; motion carried.

Assistant Director Hickman said the application was for \$186.20.

Commissioner Fullmer moved to approve Pi Tau Sigma's operations app for \$186.20.

Commissioner Raquel seconded.

Motion carried.

Commissioner Keegan left the room at 8:36 am.

Kappa Phi Lambda sent the president and treasurer; they are not ASUN officials. This was for their shirts for recruitment week. It starts on Tuesday, September 4th. It was to tell people about their sorority and what they stand for and promote themselves to potential new members.

Director Bittar asked if the shirts had been ordered.

Kappa Phi Lambda said they were ordered for the first part.

Director Bittar said they can't technically fund the part that had been ordered because it was technically retroactive funding. They can fund what hadn't been ordered.

Commissioner Raquel asked if they actually bought the shirts.

Kappa Phi Lambda asked if they could get reimbursed.

Director Bittar said that is retroactive funding and they don't do retroactive funding. They had a similar situation earlier where a club came in and ordered the shirts. If the shirts had been ordered, it was retroactive. Whatever hadn't been ordered they can request funding for.

Kappa Phi Lambda asked if they could request funds for the outstanding if they only paid half of it.

Director Bittar asked if the shirts were here and if they just needed to be paid for.

Kappa Phi Lambda said yes.

Director Bittar said that was technically retroactive funding. They need to hear the application prior to being ordered. They unfortunately cannot fund the shirts.

Dr. Beattie said retroactive meant after the fact. If they order something and ask for funding after ordering, that was after the fact. They had ordered it and that was retroactive. The club is assuming they will receive funding but funding is not guaranteed. Any time you order something with the intent to pay for it and walk in to the meeting after, that is retroactive funding. Clubs needed to say they wanted to purchase x, the Commission grants funding, and then they can order. If they already ordered it was a done deal. Just because it wasn't paid for yet doesn't mean it wasn't retroactive funding.

Director Bittar urged the Commission to ask that question every time a club comes in. He suggested they should also send out an email to clubs about not ordering shirts prior to being heard for funding.

Dr. Beattie if they ordered it already, it was no longer a request.

Wired like This sent the vice president and treasurer; they are not ASUN officials. Their request is for a bake sale. It should be off of Walmart. There are two types of cookies and sign material and two large sharpies. It was like \$53.99 or something like that.

Commissioner Setnan reviewed the application. It looked good.

Commissioner Setnan moved to approve Wired like This's operations app for \$54.99.
Commissioner Fullmer seconded.
Motion carried.

Wired like This also had a question about t-shirts. They hadn't ordered their shirts yet, but they started the process a couple of weeks ago. Originally the cost was \$5 per shirt and if they remembered correctly, the cap was \$6. But, the prices went up to \$11.25. They wanted to ask if the cap was still \$6.

Director Bittar said the cap was still \$6.

Wired like This said these were the exact same shirts they ordered last year and was \$6.

Director Bittar asked if this was through the Wolf Shop.

Wired like This said yes. They will get in contact again to see if they can set up a meeting.

Director Bittar said with the first right of refusal, if they can find a better price elsewhere, they can go through them. He understood that \$11.25 was a lot of money.

Wired like This appreciated that.

Dr. Beattie asked Director Bittar to start to put together a spreadsheet of the prices of shirts so he can give the data to President Jackson. This way they can show President Jackson what is being experienced with the t-shirts. This may warrant a larger meeting with the Director of the Wolf Shop.

Director Bittar said they will do that. He said the commission will move on to Young Democratic Socialists of America.

Young Democratic Socialists of America (YDSA) sent the treasurer and a member at large; they are not ASUN official. They are requests \$207.61 for tabling supplies. They wanted a large, red tent, a megaphone, a table and table cloth, and an ice chest. They wanted to table at least once a week to try and gain new members and do outreach.

Director Bittar said ASUN had almost all those things as resources. He wasn't telling them that they can't request or purchase them but if interested, they can rent them from ASUN. He asked if they wanted to move forward with the application. They are more than welcome to do so but he just wanted to make sure they knew that was an option.

YDSA said they wanted to move forward with it.

Commissioner Raquel reviewed the application and he had the same question. Everything looked good.

Commissioner Raquel moved to Approve Young Democratic Socialists of America's operations app for \$207.61.

Commissioner Setnan seconded.

Commissioner Fullmer asked if they can fund it since the policy manual prohibited funding duplications of services that the University provides for free or at a discounted rate. They provide tables and ice chests for free.

YDSA said they aren't always available. They have tried to get tents before. this would allow the club to operate outside of campus as well.

Commissioner Fullmer said not necessarily the tent since they don't have one but the ice chest and tables they do offer.

Commissioner Raquel asked if they will take this off campus.

YDSA said yes.

Commissioner Raquel said the ASUN resources couldn't be taken off campus.

YDSA said they can stay on campus.

Director Bittar clarified that if a club rents the resources, the resources had to stay on campus.

Motion carried.

American Marketing Association (AMA) sent the president and vice president; they are not ASUN officials. They are requesting sponsorship for five students to pay chapter dues for joining. At the end of the last semester, they found out that the dues they were paying weren't going towards them and they were not getting the right amount of money. The students will still have to pay the membership fee but they did want to cover the chapter dues.

Director Bittar asked how the five students were being selected.

AMA said they will write letters and present; the professional chapter will decide.

Commissioner Young asked if they were requesting money for the application fee.

AMA said it was for the chapter dues. The students will go to the AMA website and sign up with their student membership and pay a \$50 membership fee. The chapter dues will be covered and that goes to the mentorships and sponsoring agency tours. That is done separately.

Commissioner Young said the spreadsheet had five chapter dues at \$30 and five membership dues at \$50.

AMA said yes. The student will pay the \$50 but the \$30 goes to the professional chapter.

Commissioner Young said he had one more change that needed to be made; otherwise it looked good.

Commissioner Young moved to relegate to operations tier by unanimous consent.
There was no dissent; motion carried.

Commissioner Raquel asked if this was for the chapter dues.
AMA said yes.

Commissioner Raquel said the pictures didn't actually show the \$30.

AMA said that the chapter dues were optional. So, the students that are in the IMC marketing course have to sign up through AMA. They have been in contact with the president of the local chapter and have been directed to send the student to customer service to do that. AMA can forward the emails if needed.

Commissioner Fullmer asked if they had something with them that said the chapter dues were \$30.

AMA said he had the emails on his phone from the President of AMA.

Commissioner Fullmer asked if they can see that. they needed to have supporting docs that show what is being funded. If the Commission is funding chapter fees, they need documentation to show how much chapter fees are.

Director Bittar asked AMA to forward the email so the Commission has a record of it.

AMA said yes. The email was coming from a Gmail account, but they can get something more formal if needed. They included the whole thread, but the dues are listed towards the bottom of the thread.

Director Bittar said they just needed something that showed what is being funded to make sure they are being responsible. Director Bittar asked AMA if they minded if they heard another club while they waited for the email; they can just put their hand up.

AMA said that was fine.

Director Bittar said they will move to Beta Beta Beta Biological Honor Society.

Beta Beta Beta Biological Society sent the president and treasurer; they are not ASUN officials.

Director Bittar said there was an issue with the spreadsheet before, but Commissioner Keegan uploaded the correct one. They will hear the first application for \$56.38.

Beta Beta Beta said they are supposed to promote an appreciation of science. They do that through undergraduate research. Most of their meetings include club information and a workshop aspect after they introduce all the events. During the first week, they will teach members how to apply and why it was important. That was considered a workshop under the funding manual. They wanted to encourage as many people to come.

Commissioner Raquel moved to move food items 4-6 to nonfood items by unanimous consent. There was no dissent; motion carried.

Commissioner Fullmer moved to change food item 2 to unit price \$2.98 and food item 3 to unit price \$3.88 by unanimous consent. There was no dissent; motion carried.

Assistant Director Hickman said the app was now for \$56.20.

Commissioner Fullmer moved to strike nonfood item 1 by unanimous consent. There was no dissent; motion carried.

Commissioner Fullmer said he fixed some prices because they needed to match the prices on the spreadsheet. The second thing he did was because there was no supporting doc for plates so he needed to remove it. If they had documents for it currently they could add it back but if they had to look it up, they can't accept it.

Beta Beta Beta said they didn't have it.

Commissioner Raquel moved to change food item 1 to unit price \$8.25 by unanimous consent. There was no dissent; motion carried.

Assistant Director Hickman said the application was now for \$52.23.

Commissioner Fullmer moved to approve Beta Beta Beta Biological Honor Society's operations app for \$52.23. Commissioner Raquel seconded. Motion carried.

Director Bittar said they will now hear their second application.

Beta Beta Beta wanted to go bowling for member retention to get members excited for the club. They needed many members to join so they can do future events, like the Tiny Beta Science Fair. They are asking for funding for 20 people and they were given a deal: 2 lanes for \$40 each for 2 hours.

Director Bittar asked how they selected the 20 people.

Beta Beta Beta said they based it off of how many people how they had signed up at club fair and the ScienceFIT club fair. It totaled up to over 120 which was too many. They figured the first 20 people to RSVP was fair.

Commissioner Fullmer asked if they can have the email with the prices sent over.

Beta Beta Beta said yes. They thought they sent it. originally, in the app it didn't go through but they will resend it. It should be on the last slide. Not everyone will be bowling at the same time, which is why they were okay with the email saying that only seven people could be bowling at a time.

Commissioner Fullmer moved to approve Beta Beta Beta Biological Honor Society's operations app for \$160. Commissioner Setnan seconded. Motion carried.

Director Bittar sought a motion to bring back Beta Beta Beta Biological Honor Society's operations app.

Commissioner Fullmer moved to bring back Beta Beta Beta Biological Honor Society's operations app. Commissioner Raquel seconded. Motion carried.

Commissioner Fullmer moved to change food item 1 to a nonfood item by unanimous consent. There was no dissent; motion carried.

Commissioner Fullmer moved to approve Beta Beta Beta Biological Honor Society's operations app for \$160. Commissioner Fiore seconded. Motion carried.

Director Bittar said the Commission needed to just move over the nonfood items. The Commission will now move back to AMA's application.

Commissioner Fullmer asked if their members had already paid for the fees.

AMA said no.

Commissioner Fullmer moved to relegate the application to operations by unanimous consent.
There was no dissent; motion carried.

Commissioner Fullmer moved to approve AMA's operations app for \$150.
Commissioner Raquel seconded.
Motion carried.

Coffee Club sent the vice president and treasurer and president; they are not ASUN officials. On their app, they did make a mistake. There was one section on the nonfood items that needed to be moved to the food items, but the amount was the same. After having a good time at club fair and having many students sign up, they realized they needed to increase the materials they had for meetings for students. The request for basic things like a coffee grinder and maker. They also submitted a request for coffee beans until they get actual member dues. They wanted coffee from local places.

Commissioner Fiore said she reviewed the application.

Commissioner Raquel was wondering where they will store the items. They needed to know that they weren't going to be taken to someone's home because they can be used for personal gain and not for a club.

Coffee Club said their faculty advisor had an office on campus; it will all be stored there.

Commissioner Fiore asked if everyone had access to them.

Coffee Club said yes.

Commissioner Fiore said everything looked good.

Commissioner Fullmer moved to strike nonfood item 4 by unanimous consent.
There was no dissent; motion carried.

Commissioner Fullmer said there was a typo on the spreadsheet with needing to move a food item to a nonfood item. Everything is still there.

Commissioner Fullmer moved to approve Coffee Club's operations app for \$193.72.
Commissioner Raquel seconded.
Motion carried.

Wolf Speaks sent the president and treasurer; they are not ASUN officials. They are requesting funds for a poetry social that will happen at their first meeting. It was an introduction for new members to be part of the club, meet old members, and see what the club was about. They are a new club on campus.

Director Bittar asked who reviewed the application.

Commission Keegan said

Director Bittar asked they review the internal notes and the docs.

Commissioner Young said that for the pizza docs, there was no indication that they are actually pizza. It doesn't say if they are pepperoni or cheese it just gave a total.

Commissioner Raquel said it actually did say on the right side.

Commissioner Young said it looked good then.

Commissioner Setnan moved to relegate from on campus to operations by unanimous consent.
There was no dissent; motion carried.

Commissioner Fullmer moved to change food item 1: Cheese Pizza Four Count quantity 1 unit price \$20 food item 2: Pepperoni Pizza Five Count quantity 1 unit price \$25 by unanimous consent.
There was no dissent; motion carried.

Director Bittar apologized; there was trouble with the spreadsheet. Something went wrong with it and they had to open a new one to transfer the line items. The new amount was \$69.72.

Commissioner Raquel moved to approve Wolf Speaks' operations app for \$69.72.
Commissioner Fiore seconded.
Motion carried.

Panhellenic Council sent the president and vice president of finance; they are not ASUN officials. They pay dues every year. It was \$55/chapter and there are six chapters. This was yearly to keep their membership as Panhellenic.

Commissioner Young moved to approve Panhellenic Council's operations app for \$330.
Commissioner Fullmer seconded.
Motion carried.

5. REPORT OF THE DIRECTOR OF CLUBS AND ORGANIZATIONS

Director Bittar said the Commission did a great job yesterday and thanked them for their help. He also thanked them for coming out for Camp Crowley. It was also a cool event. Besides that, their focus will shift to iLEAD. That was coming up in less than a month. He looked forward to their projects.

6. REPORT OF THE ASSISTANT DIRECTOR OF CLUBS AND ORGS

Assistant Director Hickman thanked the Commission for their help. She would not have been able to do Club Fair without them. She was pleased with how it turned out and they had a record number of clubs that turned out.

7. REPORT OF THE COMMISSIONERS

- a. Megan Fiore, Greek Life / Social & Political Involvement
Commissioner Fiore had no report.
- b. Wes Fullmer, Campus Life / Multicultural & Diversity
Commissioner Fullmer had no report.
- c. Connor Keegan, Faith Based / Service & Community Outreach
Commissioner Keegan was not present.
- d. Keenan Raquel, Pre-Professional and Academic: Science & Engineering

Commissioner Raquel had a meeting set with ELC today; that should be fun.

e. Thomas Setnan, Sports and Recreation

Commissioner Setnan will be starting the sports council meeting soon. He will let them know when the meetings will be so they can attend.

Director Bittar thought it would be good for the Commission to attend the first meeting and see how it was run. He wanted each coalition to attempt to have councils; this way they can see the structure of the council. He asked if he reached out to Sheena Hardy.

Commissioner Setnan said no.

Director Bittar suggested Commissioner Setnan meet with her before the first sports council meeting.

f. James Young, Pre-Professional and Academic: Arts, Business, & Education

Commissioner Young said something small was brought to his attention during the meeting. The Clubs are sending supporting docs to only one commissioner. He asked if they can have a simple email where the supporting docs could be sent to all of them.

Director Bittar said listservs have to be moderated and need to be released. It might not be an efficient use of time.

8. **APPROVAL OF MINUTES**

a. August 24, 2018

The minutes were unavailable at this time.

9. **REMARKS**

Commissioner Fiore said the Commission gave AMA a lot of time to figure out emails. She asked if there was a limit on the time that clubs had to show docs.

Commissioner Fullmer said since they had it on the phone and it was old email, they gave them time to find it. They can email people to ask for it or google it.

Commissioner Raquel said he always thought retroactive funding was reimbursement. He asked why it was still considered retroactive funding even if clubs hadn't paid for something.

Director Bittar said the event already occurred and placed the order. That assumed they will be granted funding, but the Commission didn't know if funding would be granted. Requesting money after ordering is after the fact. A request to purchase is different than having already ordered the shirts and requesting money to pay for it.

Commissioner Raquel asked how they would differentiate between clubs that present invoice.

Director Bittar said in those cases, clubs hadn't actually ordered the shirts.

Commissioner Fullmer said the two clubs stated that the shirts were made but not paid for and that was retroactive funding. An invoice showed the intent to make the shirts because they hadn't been paid.

Commissioner Setnan asked if they should ask for all the items.

Director Bittar usually that can be ascertained from the supporting docs; only ask if you can't tell.

Dr. Beattie said it was the same thing when they purchased through the University. There was a difference between a quote and a bill. A quote shows how much something will cost and a bill shows how much something is after it is bought. Quotes show the intent to purchase something.

10. STAFF REPORT(S)

There were no staff reports at this time.

11. PUBLIC COMMENT

There was no public comment at this time.

12. ADJOURNMENT

Commissioner Fullmer moved to adjourn the meeting at 9:32 am.

Commissioner Young seconded.

Motion carried.