

Committee on Budget and Finance

Senate of the Associated Students, 86th Session

Agenda for Friday, November 2nd, 2018 at 10:00 a.m.

Presidents Conference Room- 3rd Floor Joe Crowley Student Union

1. CALL MEETING TO ORDER

Senator Grant called the meeting on Budget and Finance to order on November 2, 2018 at 10:03am in the Presidents Conference Room on the 3rd Floor of the Joe Crowley Student Union. Presiding Secretary, Morgan Zimmerman.

2. ROLL CALL

Aziz, Burton, Feil, Grant, McKinney, Sewell, Wilcox were present.
Burton, Hudson, Hughes were absent excused.
A quorum was present.

3. PUBLIC COMMENT

Senator Feil said last week Luke, Anthony, and herself had the honor of going to Las Vegas for the day to the Governors Awards to celebrate community service in Nevada. She passed out a hand out on the event, there were twenty finalists.

Director Bittar said during the event they had the opportunity to see how other communities participate in community service and find creative ways to mobilize and reach out to students; they feel like this is knowledge they can take back in order to reach out to students and make an impact on the Reno community.

Senator Feil said just for some clarification she went because she is the Chair for Civic Engagement, this falls under her responsibility for community service.

Director Bittar said with the iLead initiatives, and community service involvement related to The Department Clubs and Organizations working with Assistant Director Green, who also attended. They thought it would be a great opportunity for himself to go and gain that perspective.

Senator Feil said it was really cool because Amy with the CSE is the Commissioner and Cochair of the Committee that selected the award recipients, so she was really active and involved at the event. It was really cool to support her and see her in her element.

Director Bittar agreed and said he is hoping to bring finalists to the event one day, so by going they were able to gain those new perspectives.

Senator Feil said last year, Amy and President Jackson were the ones that added youth

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awards to the event, so that was another one of the reasons we wanted to be represented there. In addition to us at our table, Monique from gift pulse, UNLV student government were also there. It was great to meet with them and hear about what they do a little a little bit.

Director Bittar said there were six different categories for awards. When they were building this presentation they were discussing the categories of awards they could possibly focus on. They are thinking about addressing the Nonprofit Individual Volunteer Program, and Northern Nevada Volunteers, and then Individual Union Volunteers.

Senator Feil said they want to focus on these because they are doing so many cool things here, and they would really like for that to be recognized. They flew in the morning and left that night, so during their break they went to UNLV and toured their student government. They got to meet people on their campus. UNLV has had the most diverse campus for students than any other university for the last two years. It was their homecoming, so they got to see what their campus and student union was like during homecoming week.

Director Bittar said they got to talk to network with many of the award winners and found different ways that they weren't sure if they could get involved. Anthony, Claudia and himself brainstormed with everyone as to how they can work to address these issues.

Senator Feil said they got to meet amazing volunteers from all over, three of the presentations she cried because it was so amazing and such a great experience.

Senator Grant thanked them for their presentation.

4. MINUTES

- a. The Committee will consider the approval of the minutes from October 19th, 2018. The Committee will discuss the minutes of October 19th, 2018 and may choose to amend or edit the minutes. Upon conclusion of the discussion, the Committee may choose to approve the minutes.

Senator McKinney moved to approve the minutes from October 19, 2018 through unanimous consent

There was no dissent; motion carried.

5. OLD BUSINESS

There was no old business to be discussed at this time.

6. NEW BUSINESS

a. Financial Reviews

The Committee will conduct financial reviews of the following accounts: Legislative Affairs (PG03044), Undergraduate Research Journal (PG01154), and Campus Escort (PG08849). The Committee will hear a presentation by the account managers and the will examine expenditures within each account to ensure full financial disclosure and transparency to the ASUN.

Undergraduate Research Journal thanked the committee for having him. Essentially the journal is established through joined vision document. They are a unified statewide peer

reviewed research journal. The one issue that they have is produced annually, around April, as so long as an individual is involved with NSHE in any way, they are eligible for an application with them. \$12,600 in wages, \$2,000 travel, \$1,000 hosting, \$6,000 for operations. Wages are allocated to himself and coeditors, travel goes toward trips that are taken to UNLV and other Southern Nevada institutions, event that comes to campus is in hosting, operations are for general management and marketing items, and printing. Currently, they have had two expenses \$569 for copies of the journal, and \$331 to renew cross reference subscription, which is the software used to reserve, organize and apply the journal. \$2,060 on marketing items, spending 2,500 on prints of the journal. That is on volume 5 in April, and an additional 100 volumes 1-4, also the release party about 500, they will also be traveling to UNLV once again with their new senior editors, \$91.96, \$115, \$200, \$100, \$5,065.33 for operations. The total is \$17,370.79.

Senator Grant asked for questions.

Senator McKinney asked how much is allocated to current editors and new editors. Can pay 20, but currently only 2 are getting paid.

Senator Feil asked if they use inkblot.

Undergraduate Research Journal said yes they do, and they only have two staff on payroll because the others have graduated or moved on. They will be hiring more employees for the next semester.

Senator Grant thanked Undergraduate Research Journal.

Campus Escort said they provide nightly safe transportation service for students, faculty and staff, Walmart and Winco shuttle, dorms, ponderosa, connect shuttle to special events, and airport shuttles. Their general budget allocation, and expenses are \$17,216 .02 this is for electronic hardware, forms, printing expenses. Their plans for the rest of the year are continued services thus far, and have tap to ride double map payment. 13 students were hired in November, they will be doing another round of hiring for fall 2019, as well as, tires oil change, and detailing will occur as needed.

Senator Feil said according to usage data history, you are expanding quickly; asked how that will be accommodated.

Campus Escort said at some point they will have to adjust the budget for expansion, right now they are using the budget smarter by making some adjustments.

Senator Grant asked if the vehicles are on a preventive maintenance schedule.

Campus Escort said they are serviced as need be. Oil changed most regularly, eventually they will be getting new tires for half of the vans.

Senator Grant asked for any further questions.

Legislative Affairs said they track local, state, national, and global employers and educate to advocate on behalf of themselves. Their budget reflects \$20,000 in wages,

\$1,500 in travel, \$500 in operating, \$5,000 in host. Expenses that have not shown up are printing services, coffee with candidates where money was spent on bagels, sheriffs 49 at port of subs, department training in august at laughing plant, national voter registration, printing for September and August, and polo's. For the rest of the semester they are planning on spending money on food and raffle prizes for their survey, and then tabling for the rest of the semester. Next semester is going to be a different because they will be going to the legislature. Travel and transportation will be coming out of the \$1,500 travel, as well as the student lobby day they are planning. Expected expenses include, gifts for the trip to the legislature, they are planning on having big leadership luncheon, and a legislative tracker. They are speaking with Raul about getting updates for the legislative tracker and the Webcampus module that is being planned too.

Senator Grant asked if there were any questions, seeing none he thanked Campus Escort.

b. Legislation to make Adjustments to ASUN Accounts

The committee will hear a presentation on the proposed legislation. The committee will consider and debate all aspects of the legislation. The committee will have the ability to make amendments or table the proposed budget adjustments.

Senator McKinney moved to favorably recommend Senate Bill 86 an act to make budget adjustments within the accounts.

Senator Feil seconded.

Senator Grant said all of the roll over numbers came in, in the legislation you'll see \$7,923.53 came back to Campus Escort, \$10,000 to CSE, and \$15,000 to Programming. You will notice all of the balance forward numbers have been changed.

Senator Aziz said looking at budget from October the balance forward, using Campus Escort as an example. The balance forward is \$15,000 and the actual number is \$7,000, and asked if that is just because they used more money than they expected.

Senator Grant confirmed.

Senator Grant asked all in favor of favorably recommending Senate Bill 86, an act to make budget adjustments within the accounts.

Motion carried.

7. PUBLIC COMMENT

There was no public comment at this time.

8. ADJOURNMENT

Senator Grant adjourned the meeting at 10:25am.

NOTES

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