# Clubs and Organizations Commission

**Department of Clubs and Organizations**

**Minutes for Friday, February 1st, 2019 at 4:00 PM**

**William J. Raggio Building, Room #4063, 4th Floor**

1. CALL MEETING TO ORDER

Director Director Bittar called the meeting of the Department of Clubs and Organizations to order on Friday, February 1st, 2019 at 4:05 pm in room 4063 on the fourth floor of the William J. Raggio Building. Presiding Secretary, Kaitie Christensen.

1. ROLL CALL

Director Director Bittar, Assistant Director Florence, and commissioners were present.

1. PUBLIC COMMENT

All members of the Clubs and Oganizations Commission were present.

1. POLICIES, PROCEDURES, AND ADMINISTRATIVE ACTIONS
2. 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.
	* 1. **Action:** The Commission will hear the following Early Spring I funding requests

Delta Sigma Pi introduced their president and representative. They said they were requesting early for their judicial conference to vote on legislation for the ritual as well as summer funding for their chapter conference. It was also a leadership conference.

Commissioner Fullmer said they wanted to put the flights and registration on one application so he would change that. Moved to add nonfood item line two, registration, quantity 8, at $140 unanimously.

Motion carried

Commissioner Fullmer asked how they chose who would go

Delta Sigma Pi said they would have members wirte an essay and they would pick from that

Commissioner Fullmer moved to approve Delta Sigma Pi for $1699.20

Seconded by Commissioner Commissioner Raquel

Motion carried

Pi Sigma Alpha introduced their president and member. They were not ASUN elected officials. They were requesting early funds because there was an undergratuade research conference in Washington Dragon Club and a couple of their members wanted to present. They were paying for travel.

Commissioner Young asked if they were doing one way ticket

Pi Sigma Alpha said yes.

Director Bittar asked if he had the club account balance

Commissioner Young said there should be $160 in the account, it was deposited today

Director Bittar asked to see it to confirm that it was deposited

Commissioner Young moved to approve Pi Sigma Alpha for $230.40

Seconded by Commissioner Commissioner Fullmer. Motion carried.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Funding Block** | **Time** | **Club Name** | **Tier Requested** | **Amount Requested** | **Tier Approved** | **Amount Approved** |
|  | 4:00 PM | Delta Sigma Pi | Early: Travel | $672.00 | Early Travel | $1299.20 |
| **A** | 4:00 PM | Pi Sigma Alpha | Early: Travel | $384.00 | Early Travel | $230.40 |

* + 1. **Action:** The Commission will hear the following Operations funding requests

Ping Pong Club introduced their president and treasurer. Neither were ASUN officials. Last semester they started playing off site at the table tennis club. They wanted money to pay for the actual membership at that venue. It costs $25 per person per year. They wanted 15 memberships for the year.

Director Bittar said they only had $9.28 in their operations account. That was the most they could receive under this tier. The cap was for the whole year, not just the semester.

Commissioner Fullmer asked if they did any fundraising

Ping Pong Club said no

Director Bittar said the most they could fund today was for the $9

Commissioner Fullmer said he asked about fundraising because they could possibly fund for the next period for an off-campus tier. That was a 60/40 split.

Ping Pong Club asked when the next hearing would be

Director Bittar said it would be spring two in April

Jeff said it would be April 5th

Commissioner Keegan said the application looked good.
Moved to approve in the amount of $9.28

Seconded by commissioner Commissioner Young

Nevada Loggers introduced their president and treasuerer. Neither were ASUN officials. They wanted $1000 for their dues. Every school in the club has to pay per school and person to compete.

Commissioner Fullmer said he contacted the club about this. The supporting document was a screenshot of a Word document. They sent him a forwarded email from Colordo state. They are word documents but they are coming from the source. He thought they were valid.

Commissioner Young agreed that it was okay.

Commissioner Fullmern said it looked good.

Moved to approve for $1000.

Nevada Club Golf introduced their treasurer and member. Neither were ASUN officials. They were requesting for tournament dues for March and April. They would play against Standford and Berkeley. The other request was for uniforms, they would buy them off the rack. They were $34 each. They want 30 of them.

Director Bittar said they were paying a registration fee?

Commissioner Fullmer said he thought that was a different application because they also requested travel

Commissioner Fiore asked if they would get them embroiderd after

Nevada Club Golf said they were in the process of being embroidered. They were purchasing them off the rack.

Commissioner Fiore said this was considered their jersey. If they are being funded, the logo had to be on it. She can add a stipulation to show Central Station the logo before getting the credit card. Moved to add a stipulation to the application that there must be proof of the ASUN logo on the jersey unanimously.

Motion carried.

Commissioner Fiore said that looked good now. Moved to approve Nevada Club Golf for $600 in operations.

Commissioner Fullmer asked if they contacted the Wolf Shop first

Nevada Club Golf said yes

Director Bittar asked if the price was within the cap

Commissioner Fiore said yes

Motion carried

Black Student Organization introduced their president and treasurer. Neither were ASUN officials. They requestdfunding for shirts through the wolfshop.

Commissioner Raquel said they ahd a cap per tshirt so they woul dhave to pa the rest themselves. There was no logo on the tshirt so they would have to upload a file with the logo. Moved to change lin eitem number one to unit price $6 unanimously

Motion carried
Commissioner Raquel moved to add a stipulation that the ASUN logo must be displayed

Motion carried

Commissioner Raquel moved to approve the application for operations for $330

Dragon ClubN introduced their treasuerer and president. Neither were ASUN officials. They were requesting for posters, dice, and markers. They wanted to recruit people, the dice are for their games. Same with dry erase markers.

Commissioner Setnan said thank you for the extra supporting documents. It looked good. Moved to approve for $331.65 in operations.

Seconded by Commissioner Commissioner Young

Motion carried

Men’s Club Volleyball introduced their proxies for president and treasurer. The proxy email would be from Connor Green. Neither were ASUN officials. Their request was for $950 to go to nationals. There was a $40 processing fee so they wanted $998 if possible.

Commissioner Commissioner Raquel left the room at 4:25 pm

Commissioner Setnan said he was concerned about the credit card fee. To fudn it, it had to be separate. Moved to change nonfood item line 1, “nationals registration” to a unit price fo $950 and add nonfood item line 2 “credif card fee” for $40.

Motion carried

Commissioner Setnan said the operations cap was at $1000 so they had used it all almost. Moed to approve for operations for $990.

Nevada Women’s Lacrosse Club introduced their treasurer and president. Neither were officials. They requested operatiosn for the UNevada LoggersV tournament.

Commissioner Young said Keenan reviewed it. He said it was good. Moved to approve Nevada Women’s Lacrosse Club for operations for $550.

Seconded by Commissioner Fullmer.

Nevada Disney Club introduced their treasuerer and vice president. The proxy emal was sent to James Commissioner Young. Neither of them were officials. They wanted funding for tshirts and polos.

*Commissioner Commissioner Raquel entered the room at 4:31 pm*

Commissioner Keegan asked if they went through the Wolfshop first

Nevada Disney Club said no

Commissioner Keegan said the Wolf Shop had first right of refusal so eh would have to add a stipulation. Moved to add a stimulation that Nevada Disney Club would have to go through the Nevada Wolfshop and the cap would be changed to $10.

Motion carried.

Commissioner Young moved to approve for 404.40

Commissioner Fullmer said in the past the commission has said that polos for board members were considerd a promotional item.

Director Bittar said that discussion hasn’t happened this year. They would need to decide if funding for board members was allowed.

Commissioner Fiore asked the situation – would they give it to a board member?

Nevada Disney Club said yes

Commissioner Fullmer said in years past, it was decided that polos for boared members counted as a promotional item to congratuale those members on their position. That was said in previosu years and they could change precedent, but he agreed with that statement.

Commissioner Young said he thought it was promotional because it was exclusive

Commissioner Raquel said he did not agree because he knew they funded clubs with separate shirts for their board vs club members

Commissioner Keegan said he also agreed that it was not promotional

Commissioner Setnan also disagreed and thougth a promotional item did not count

Commissioner Fiore also agreed that it did not count

Commissioner Setnan asked if the logo was approved – the block N in the logo

Nevada Disney Club said that was approved because it was on shirts before.

Jeff said they couldn’t check out the card until it was approved by the office

Motion carried

Multicultural Greek Council introduced their president and treasurer. Neither were ASUN officials. They were were reuqestions funding for their stage for their show. It would be in the ballrooms.

Commissioner Raquel said he would have to change how the prices showed on the spreadsheet to match the invoice. The operations cap is $1000 so they would have some left over. Moved to change nonfood item line one “stage” quantity one price $792 and add nonfood item line two, “stairs” quantity two, price $20, nonfood item line three, “delivery” unit price $55 quantity one, nonfood item line four, “extra labor” quantity one, unit price $200, nonfood item line five, “after hours” quantity one, unit price $100 unanimously.

Motion carried

Commissioner Raquel said he moved to approve Multicultural Greek Council for operations for $1000

Seconded by Keegan

Motion carried

Microbiology Club introduced their treasuerer and president. Neither of them were ASUN officials. They just had their first meeting this week and would be having a new member social to retain those members. They were going to have board games and were ordering two of each to have enough

Commissioner Young said this application looked good. Moved to approve for operations for $143.08

Seconded by Commissioner Setnan

Association for Computing Machinery introduced their president and treasuerer. Neither were ASun officials. They were requesting for a meeting. They provide pizza and soda and invited all students to come.

Commissioner Young said they had to separate pizza by tyoe. How many of each?

Association for Computing Machinery said 30 pepperonia and ten cheese

Commissioner Young moved to change food item line one to item name “pizza pepperoni” qunaityt 30 at a unit price of %5 and add food item line seven, “cheese” quantity ten at unit price $5

Director Bittar said the application was now $276.95

Commissioner Young moved to approve for operations for $276.95

Seconded by Commissioner Fullmer

Motion carried

Association for Computing Machinery asked how to find out how much they had left in operations

Director Bittar said he could give it to him right now or he could always email him to ask. Asked Commissioner Fiore to reach out to Phi Mu Alpha.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Funding Block** | **Time** | **Club Name** | **Tier Requested** | **Amount Requested** | **Tier Approved** | **Amount Approved** |
|  | 4:00 PM | Phi Mu Alpha | Operations | $185.24 |  |  |
|  | 4:00 PM | Ping Pong Club  | Operations | $375.00 |  |  |
| **A** | 4:00 PM | Nevada Loggers | Operations | $1000.00 | Operations | $1000 |
|  | 4:00 PM | Nevada Club Golf | Operations | $600.00 | Operations | 600 |
|  | 4:00 PM | Black Student Organization | Operations | $462.00 | Operations | $330 |
|  | 4:30 PM | Nevada Women’s Lacrosse Club | Operations | $550.00 | Operations | $550 |
|  | 4:30 PM | Microbiology Club | Operations | $143.08 | Operations | $143.08 |
|  | 4:30 PM | Dragon Club of Nevada | Operations | $331.65 | Operations | 331.65 |
|  | 4:30 PM | Nevada Disney | Operations | $367.56 |  |  |
|  | 4:30 PM | Multicultural Greek Council | Operations | $1000.00 |  |  |
| **B** | 4:30 PM | Men’s Club Volleyball | Operations  | $990.00 | Operations | $990 |
|  | 4:30 PM | Association for Computing Machinery | Operations | $276.95 | Operations | $276.95 |

* + 1. **Action:** The Commission will discuss and make decisions regarding the allocation of funds from the Department of Clubs and Organizations Buget
1. Spring Club Fair 2019 - $200.00

Director Bittar said this was for the payment to the Joe for the spring club fair.

Commissioner Fullmer moved to approve the spring club fair for $200

Seconded by CommissionerCommissioner Raquel

Motion carried

1. Club Sports Insurance - $12,000.00

Commissioner Fullmer moved to approve the club sports insurance for $12,000

Seconded by Commissioner Commissioner Young

Motion carried

1. REPORT OF THE DIRECTOR OF CLUBS AND ORGANIZATIONS
2. The Director of Clubs and Organizations, Luke Bittar, will give his report.

Director Bittar said they would need to select a meeting time for the funding hearing. After this assistant director Florence will get that information. Please make sure to check their email today because it was the funding deadline in case there were last minute questions.

Commissioner Fiore said when they were requesting flight money for a hearing, they put in a request tonight and then the price was different by the funding, would they bring updated paperwork to the hearing

Director Bittar said yes. He was working with Abbey on organizing some community service events. She reached out to Hands of Hope. Next week he would work with Jeff to update the procedures manuals. He was working on some legislation with Speaker Pro Tempore Hughes. He wanted everyone to send him all of the semester meeting times for their coalitions. He would like those by Monday so that they can get put on the website. If they had topics, send him those too. He would like to work with everyone to set up one on ones to get updates.

Commissioner Setnan asked if Wes was working on the changes to the policy.

Director Bittar said yes. Once he had those they would be proposed on the agenda, discussed, and approved. If he had ideas, brainstorm them with Commissioner Commissioner Fullmer. If they all went through the manual and marked some things they had questions or thought maybe needed to be changed, they should email Wes.

1. REPORT OF THE ASSISTANT DIRECTOR OF CLUBS AND ORGANIZATIONS

Assistant Director Florence said he met with the attorney tot discuss what they had done. His goal was for the interns to be commissioner reay following the completion. He wanted to have a mock funding hearing.

1. REPORT OF THE COMMISSIONERS
2. The Club Commissioners will each give their report.
3. Megan Commissioner Fiore, Greek Life / Social & Political Involvement

Commissioner Fiore said this semester she met with Jeff to go over what needed to be done. She planned a banquet and got the Joe reservation sace for April 8th. She was still working on catering. It would be 7-8:30 ish. It was a catered event they do and have for clubs and coalitions. She was working on that with Ryan. She and Jeff dicsused the leadership conference but they still neded to have a meeting this week.

1. Wes Commissioner Fullmer, Campus Life / Multicultural & Diversity

Commissioner Fullmer said he started talking with the department of diversity and inclusion to work on the Center. He was going to start working on the procedures manual and propose updates.

Director Bittar said these would be proposed changes that would be agendized and discussed on record

Commissioner Fullmer said his coaltion meeting would be coming up

1. Connor Keegan, Faith Based / Service & Community Outreach

Commissioner Keegan said his first meeting was for Feb 22nd. They would go over and meet with Thomas to plan a project for that coalition that they oculd implement and introduce at that meeting for March or April. He would develop an idea about Faith Based Council approach and work on that. Circle K’s first event was in Hilliard Plaza. He wanted to work with Jeff to form a workshop on club renewal.

Director Bittar asked everyone to attend a meeting every two weeks and report at meetings.

1. Keenan Commissioner Raquel, Pre-Professional and Academic: Science & Engineering

Commissioner Raquel said his intern got training from Jeff so he could forward that to them. A lot of them had experience. Let everyone know. Next Friday was his first coalaiton training and he was planning to do the Givepulse meeting. Yesterday he attended the science fair and it was good.

1. Thomas Commissioner Setnan, Sports and Recreation

Commissioner Setnan said he had a sports council meeting today. They didn’t go over a lot but he said if they wanted to separate competitive and non-competitive sports meetings and they said he would like that. He would add more dates to meet with them. Sometimes they had different interests or some information didn’t apply. On Feb 22nd they would have another meeting to talk about club renewal and the logo situation. Smeone metioned to him wanting to do something about building a field in the next couple of years for sports and rec. That was projected for the future but he was interested in that and would continue to talk

Jeff said he would also like to talk to her

Commissioner Setnan said that wasn’t an ASUN thing

Director Bittar said he and Jeff would still like to be at that meeting.

Jeff said he would talk to her separately.

Director Bittar said he was interested in going to that meeting.

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

Commissioner Young said the art fair was in the works, he invited 20 art clubs and set up a google poll and sent out an email. He wasn’t sure what the attendance would be like. There was a chance he couldn’t make the art fair so he might had to work with them. Maggie will be there. It will work. The newsletter went out an hour ago. Asked if community service events could be projected a month ahead

Director Bittar said yes they could put those in the newsletter

Commissioner Young said another section of the letter could be announcements. He would include coalition meeitings for March.

Director Bittar said he was asking everyone to have the meetings planned for the semester. He would send those to Commissioner James.

Commissioner Young said that clubs wouldn’t get to submit their own information, instead the only information they would send out was the on campus funded clubs. The March news leteter would pertain to events funded by ASUN for campus and he would offer to put them in the newsletter. The only events in the newsletter were ones funded at the hearing.

Jeff said they could discuss more. It wasn’t a terrible idea, they just had to think about it.

1. APPROVAL OF MINUTES
2. January 23, 2018

Commissioner Commissioner Keegan moved to approve the minuntes

Secodned by Commissioner Commissioner Fullmer

Motion carried

1. REMARKS
2. PUBLIC COMMENT
3. Items heard under public comment may be in regard to items either on or off the agenda. Action may not be taken on items raised under public comment. The Director may elect to take public comment on action items on this agenda. The Director may impose reasonable limits on the length members of the public may speak.

Spencer said Taylor said earlier if clubs were doing officer transmission forms they were marked as inactive until the new person completes tehir online stuff. Thwas was important for clubs to know

Jeff said he and Taylor would send out an email to clubs about their constititions. They would start that early so it wouldn’t inhibit clubs. Be mindful of what a constitution should look like because 80% weren’t approvable.

Director Bittar said happy birthday Jeff!

Jeff said he was 21 on the record!

1. ADJOURNMENT

Commissioner Fullmer moved to adjourn at 5:02 pm

Seconded by Commissioner Fullmer

Motion carried.

*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.*