# Clubs and Organizations Commission

**Department of Clubs and Organizations**

**Minutes for Friday, April 5th, 2019 at 4:00 PM**

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

1. CALL MEETING TO ORDER

Director Bittar called the meeting to order on Friday April 5th 2019 at 4:00 pm in the Rita Laden Senate Chambers on the third floor of the Joe Crowley Student Union. Presiding Secretary Kaitie Christensen.

1. ROLL CALL

Director Bittar, Assistant Director Florence, Commissioner Setnan, Commissioner Raquel, Commissioner Keegan, Commissioner Fiore, Commissioner Fullmer were present.

Commissioner Young was tardy excused

A quorum was present

1. PUBLIC COMMENT

There was no public comment at this time

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 Emergency Spring I funding requests

*Commissioner Young joined the meeting at 4:01 pm*

Kappa Delta Chi introduced their president and treasurer. Neither were ASUN officials. They didn’t get the date for their event quick enough in order to spring one funding so they needed emergency. They wanted pizza for the day long event.

The commission agreed it was an emergency.

Commissioner Keegan said it looked good. He was going to split up the pizza types. Moved to change food item line one to cheese pizza quantity 15 unit price 6 and add food items. Motion carried. There was a policy memo for funding changes. Moved to approve for 105.71

Seonded by Commissioner Fullmer

Commissioner Raquel asked why this was community service

Kappa Delta Chi said it was their annual event when they bring the high school seniors in to do a panel and show them the school. They have teachers and professors introduce them to the college life. A lot of them were low income.

Motion carried

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| **Funding Block** | **Time** | **Club Name** | **Tier Requested** | **Amount Requested** | **Tier Approved** | **Amount Approved** |
| **A** | 4:00 PM | Kappa Delta Chi | Emergency: Community Service | $204.03 |  |  |
| 4:00 PM | Nevada Women’s Rugby Club | Emergency: Travel | $417.27 |  |  |

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

Women’s Club Soccer introduced their proxies. Neither were ASUN officials. Their operations request was for a forfeit fee and for two benches for the club.

Commissioner Raquel asked what the forfeit fee was.

Women’s Club Soccer said the other team didn’t have enough people to come to their school and play. It was a forfeit.

Commissioner Raquel asked if they already paid for it

Women’s Club Soccer said y es they were trying to get it back

Director Bittar asked if it was alreadypaid for

Commissioner Raquel said this was considered retroactive funding and it couldn’t be reimbursed

Women’s Club Soccer said she would tell her club

Director Bittar said that they could email the commission for an explanation

Commissioner Raquel moved to strike nonfood item line one unanimously.

Motion carried.

Commissioner Raquel asked if they wanted funding for shipping

Women’s Club Soccer said funding was appreciated

Commissioner Raquel moved to add line item one, name shipping, quantity one, unit price 9.99

Motion carried

Commissioner Raquel moved to approve for 107.08

Seconded by Commissioner Fullmer

Nevada Spartan introduced their proxy and president. Neither were ASUN officials. They were requesting operations for uniforms for the club. They had a separate travel request for the funding hearing.

Director Bittar said they only hear operations at their weekly meetings.

Nevada Spartan said it was for uniforms for the club through the wolfshop.

Commissioner Setnan said it looked good because they went through the wolfshop and had the ASUN logo. Moved to change nonfood line one to name small shirts, four, price 20, add nonfood item two,medium shirts, awuanitty 8, price 20, add nonfood three, large shirts, four, price 20 and add nonfood item four, XXL shirts, two, price 20 unanimously

Motion carried

Director Bittar asked if theyknew o fht e63% funding

Commissioner Fullmer asked if they wanted the artwork fee included

Nevada Spartan said yes

Commissioner Fullmer moved to add nonfood item line six, artwork fee, quantity 18, 2.50

Motion carried

Commissioner Setnan moved to approve for 255.15

Seconded by Commissioner Raquel

Motion carried

Robotics and Electronics Club introduced their treasurer and president. Neither were ASUN officials. Their request was for parts for maker fair in May. They were electronics

Commissioner Fiore said it looked godo she just had to change some prices to match the supporting documetns to the spreadsheet. She would change the updated price. Moved to change nonfood item line one to unit price 20.69, nonfood item line three to 77.99, and change nonfood item line eight to unit price 16.17 unanimously

Motion carried

Commissioner Fiore said it looked good. Moved to approve for 191.96

Seconded by Commissioner Setnan

Motion carried

UNR Running introduced their president and proxy. Neither were ASUN officials. They were requesting for a race entry fee this week however the price raised and he wanted to update it. They were taking 10 people so they wanted to change to 150.

Commissioner Young said that wsa one of his questions so he would change that. Moved to change nonfood item line one to 25 unaimously

Motion carred

Commissioner Young said it looked good.

Director Bittar said they could fund 63%. The amount was 157.50

Commissioner Young moved to approve UNR Running for 157.50

Seconded by Commissioner Setnan

Motion carried

Director Bittar asked Commissioner Setnan to reach out to Nevada Women’s Running Club

Commissioner Fullmer said he thought they accidentally submitted it under emergency and it was meant to be travel

Assistant Director Florence said the date was tomorrow

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| **Funding Block** | **Time** | **Club Name** | **Tier Requested** | **Amount Requested** | **Tier Approved** | **Amount Approved** |
|  | 4:00 PM | Women’s Club Soccer | Operations | $409.98 |  |  |
|  | 4:00 PM | Nevada Spartan | Operations | $360.00 |  |  |
|  | 4:00 PM | Robotics and Electronics Club | Operations | $280.00 |  |  |
|  | 4:00 PM | UNR Running | Operations | $200.00 |  |  |

* + 1. Action: The commission will discuss proposed club support funding policy manual and department procedure manual changes

1. REPORT OF THE DIRECTOR OF CLUBS AND ORGANIZATIONS\*

Director Bittar said they would discuss policy changes on April 19th. Reach out to Commissioner Fullmer if they had additional changes. Director Almerzada reached out to him as well to partner for the diversity fair. She needs someone to get the sign u link out to clubs and orgs to participate.

Commissioner Fullmer said he would

Director Bittar said renewal had opened so pleace reach out to their clubs and reach out to Jeff. Please try ot put together a legacy document nor a lgacy binder to upload to the Nevada box for the next commission. The ASUN banquet was Tursday, if they can’t attend reach out to Chief of Staff Dutcher

1. REPORT OF THE ASSISTANT DIRECTOR OF CLUBS AND ORGANIZATIONS

Assistant Director Florence said he was going to also remind them about renewal. Once the deadline happens they will find out times for the funding hearing to send that out as soon as possible.

Director Bittar said he would look at the spending and decide if they needed to make a funding cut. He woud send that out soon.

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

Commissioner Fiore said banquet was on Monday at seven pm until 8:30. Please be there. They were going to wear their polos. She will send out a message to remind everyone to look business casual. They will have BJ appetizers there and then there will be awards. If they can set up let her know. Clean up was easy. She would email the clubs tonight.

1. Wes Fullmer, Campus Life / Multicultural & Diversity

Commissioner Fullmer said the policy manual had quite a few changes. If they had questions to edits let him know. They can change it for the next agenda.

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

Commissioner Keegan said he and Commissioner Setnan were working on the drive.

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

Commissioner Raquel said he had his last council meeting tonight. Jeff gave him an idea for the group activity making an event.

1. Thomas Setnan, Sports and Recreation

Commissioner Setnan said his last sporst council was April 19th. Jeff suggested trying to brainstorm an activity to see if they want to do any events next year as a coalition to try to create a tradition. He talked to Helena about a toiletries drive to ask if it was possible to get a bin at the front desk of the office for all the clubs and orgs. They couldhavhe a reward for the club that donates the most.

Director Bittar asked if he would do a large scale event

Commissioner Setnan said he wanted it to be this donation drive but he might eve open it up to the coalition and volunteer somewhere.

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

Commissioner Young asked if the policy changes were on the 19th

Director Bittar said yes

Commissioner Young asked if they could change that date because he would be out of town

Director Bittar said he would look into it, maybe they would do a meeting on a different date

Commissioner Young said the art fair was on April 24th from 11-1 and setup woul dbe at 10:30. The setup was straight forward, there weren’t very many tables. Once the tables were set up the clubs would do their own thing.

1. APPROVAL OF MINUTES
2. March 29, 2019

Commissioner Keegan moved to approve the minutes

Seconded by Commissioner Setnan

Motion carried

1. REMARKS

There were no remarks at this time

1. PUBLIC COMMENT

There was no public comment at this time

1. ADJOURNMENT

The meeting was adjourned at 4:26 pm

*Note: Unless otherwise marked by an asterisk, all agenda items are action items upon which the Commission may take action. Action items m*

*ay be taken out of the order to be presented at the discretion of the Chair.*