

**Clubs and Organizations Commission**  
**Department of Clubs and Organizations**  
**Minutes for Friday, November 1<sup>st</sup>, 2019 at 10:00 AM**  
**Joe Crowley Student Union, Conference Room 324, 3<sup>rd</sup> Floor**

**1. CALL MEETING TO ORDER**

Director Florence called the meeting to order at 10:07 am in room 324 of the Joe Crowley Student Union.

**2. ROLL CALL**

Director Florence, Assistant Director Smith, Commissioners Baker, Keegan, Lanza, Pereyra, and Snyder were present.

Commissioner Bruketta was Absent Excused.

Commissioner Marimberga was Absent Excused.

Commissioner McKinney was Absent Unexcused.

A quorum was present.

**3. PUBLIC COMMENT**

There was no public comment at this time.

**4. POLICIES, PROCEDURES, AND ADMINISTRATIVE ACTIONS**

- a. 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.
- i. **Action:** The Commission will hear the following Club Support funding requests

<b>Funding Block</b>	<b>Time</b>	<b>Club Name</b>	<b>Tier Requested</b>	<b>Amount Requested</b>	<b>Tier Approved</b>	<b>Amount Approved</b>
<b>A</b>	10:00 AM	Reno Smash Community	Operations	\$682.74		
	10:00 AM	Reno Smash Community	On Campus Events	\$697.73		
	10:00 AM	Nevada Disney	Operations	\$29.10		
	10:00 AM	Associated Students for Gerontology	Operations	\$487.50		
	10:00 AM	UNR Spanish Club	Operations	\$115.79		
	10:00 AM	UNR Spanish Club	Operations	\$222.50		
	10:00 AM	Men's Ultimate Frisbee	Operations	\$250		
	10:00 AM	CABNR Ambassadors	Operations	\$256.15		
<b>B</b>	10:30 AM	National Association for Music Education	Operations	\$238.76		
	10:30 AM	Women's Club Soccer	Operations	\$1,350		
	10:30 AM	Interfraternity Council	On Campus Events	\$4,200		
	10:30 AM	Nevada Tennis On Campus	Travel	\$154.26		
	10:30 AM	Nevada Tennis On Campus	Travel	\$294.24		
	10:30 AM	MEDLIFE Nevada	On Campus Events	\$133.93		
	10:30 AM	Native American Student Organization	Operations	\$52.00		
	10:30 AM	Native American Student Organization	Operations	\$52.00		
<b>C</b>	11:00 AM	Nevada Women's Rugby Club	Operations	\$1,000		
	11:00 AM	Sigma Tau Gamma	Travel	\$1,200		
	11:00 AM	Nevada Climbing Team	Travel	\$644.96		
	11:00 AM	Asian Pacific Islander Student Organization	Operations	\$72.75		
	11:00 AM	Delta Sigma Pi	On Campus Events	\$2,896.76		

	11:00 AM	Kappa Phi Lambda	On Campus Events	\$31.30		
	11:00 AM	Sigma Omega Nu	On Campus Events	\$85.08		
	11:00 AM	Sigma Omega Nu	On Campus Events	\$54.14		
<b>D</b>	11:30 AM	International Business Club	On Campus Events	\$50.37		
	11:30 AM	UNR Running	Travel	\$810		
	11:30 AM	Best Buddies	On Campus Events	\$84.32		
	11:30 AM	Society of Women Engineers	Travel	\$484.40		
	11:30 AM	Nevada Neuro Society	Operations	\$64.99		
	11:30 AM	Wolf Pack Veterans Club	Travel	\$1,388.72		
	11:30 AM	University of Nevada, Reno Brazilian Jiu-Jitsu Club	Operations	\$1,000		
	11:30 AM	Nevada Meat Science Club	On Campus Events	\$7.33		
<b>E</b>	12:00 PM	Nevada Microbiology Club	Travel	\$1,047.75		
	12:00 PM	University of Nevada Rocketry Society	On Campus Events	\$273.85		
	12:00 PM	Mind Over Matter	Operations	\$324.10		
	12:00 PM	Urban Dance Club	Operations	\$360		
	12:00 PM	Association for Computing Machinery	On Campus Events	\$1,388.34		
	12:00 PM	Association for Computing Machinery	Operations	\$440		

- ii. **Action:** The Commission will investigate violations of Nevada Tennis On Campus to the Department of Clubs and Organizations Travel policy.

**Nevada Woman's Rugby** – Krista and Eileen asked for operations funding for uniforms.

Commissioner Keegan reviewed the application. He asked if shorts counted as jerseys or not.

The representatives said they are plain and do not count as jersey.

Commissioner Keegan moved to approve the application for 1,000.

Commissioner Snyder seconded the motion.

The motion was carried.

**Men's Ultimate Frisbee** – Ravi, the treasurer, and Spencer, the president, asked for operations funding for the Santa Cruz tournament entry fee.

Commissioner Lanza reviewed the application. He moved to approve it for \$250.00.

Commissioner Keegan seconded the motion.

The motion was carried.

**UNR Spanish** – The President and treasurer asked for operations funding for a tablecloth.

Commissioner Snyder reviewed the application. He said there is a \$150.00 cap on tablecloths. He asked for an image of the tablecloth.

Director Florence asked what vendor they were going through.

The representatives said the wolf shop.

Commissioner Snyder said it needs to have an ASUN logo. Snyder moved to add a stipulation for the addition of an ASUN logo to the tablecloth.

The motion was carried.

Commissioner Snyder moved to change non-food line item 1 to unit price \$150.00.

The motion was carried.

Commissioner Snyder moved to approve the application for \$150.00.

Commissioner Keegan seconded the motion.

The motion was carried.

**Gerontology** – The treasurer and a proxy asked for operations funding for t-shirts.

Commissioner Lanza reviewed the application.

Commissioner Snyder asked if there were pictures of the shirts.

The representatives said there wasn't, but there is a picture of the logo.

Commissioner Snyder asked if they had an ASUN logo on the shirt.

The representatives said yes.

Director Florence asked for the representatives to get a design sent to central station when they check out the credit card.

Commissioner Lanza said there is a \$25 artwork fee.

The representatives said it had to come out of their account and couldn't be funded through ASUN.

Commissioner Lanza moved to change non-food line item 1 to quantity 20, non-food line item 2 to quantity 20, non-food line item 3 to quantity 15, and non-food line item 4 to quantity 10.

The motion was carried.

Commissioner Lanza moved to approve the application for \$487.50.

Commissioner Snyder seconded the motion.

The motion was carried.

**Interfraternity Council** – The president and a proxy asked for on-campus event request for a leadership event for a guest speaker.

Commissioner Snyder reviewed the application. He said that there is a cap for on-campus event funding, and they can only provide \$1,190.32 because that is all that was left for their funding cap.

Commissioner Snyder moved to approve the application for \$1,190.32.

Commissioner Baker seconded the motion.

The motion was carried.

*Director Florence motioned to recess until 10:30 am at 10:00 am. It was so motioned by Commissioner Keegan and Seconded by Commissioner Baker.  
Recess adjourned and attendance was taken again at 10:35 am.*

**Jiu-Jitsu Club** – The President and a proxy asked for operations funding for mats for training.

Commissioner Lanza reviewed the application.

Commissioner Lanza moved to approve the application for \$1,000.00.

Commissioner Baker seconded the motion.

The motion was carried.

**Delta Sigma Pi** – The president and a proxy asked for on-campus event funding for a networking event.

Commissioner Keegan reviewed the application. He asked if it was open to all student.

The representatives said yes.

Commissioner Keegan asked what the supporting documents were.

The representatives explained.

Commissioner Keegan moved to approve the application for \$1,448.38.

Commissioner Lanza seconded the motion.

The motion was carried.

**Sigma Tau Gamma** – Two proxies asked for travel funding for plane tickets to Dallas.

Commissioner Keegan reviewed the application. He asked if they have a unit price per ticket.

The representatives said no.

Commissioner Keegan moved to change non-food line item 1 unit price \$585.

The motion was carried.

Commissioner Keegan moved to approve the application for \$877.94.

Commissioner Snyder seconded the motion.

The motion was carried.

**Kappa Phi Lambda** – The treasurer and president asked for on-campus event funding for a conference event.

Commissioner Keegan reviewed the application. He asked how much is in their account.

Representatives gave a deposit slip.

Zack from Central station said that the account was still in the negative.

The representatives said they have deposited money to central station.

Zack said that there is still a negative balance in the account regardless.

The representatives asked if they should make the deficit up now first.

Zack said yes.

Director Florence said they will put the application on hold and they can come back later in the meeting or to the meeting next week.

The representatives said they will try to come back.

**Sigma Omega Nu** – The president and a proxy asked for the on-campus event funding for a enchilada fundraiser.

Commissioner Keegan reviewed the application.

Commissioner Keegan moved to approve the application for \$42.43.

Commissioner Baker seconded the motion.

The motion was carried.

**Wolf Pack Veterans Club** – President and treasurer asked for travel funding for a conference.

Commissioner Lanza reviewed the application.

Commissioner Lanza moved to approve the application for \$1,338.72.

Commissioner Keegan seconded the motion.

The motion was carried.

*Director Florence moved to have a recess until 11:30 am at 11:22 am.  
Commissioner Keegan moved.  
Commissioner Baker seconded. The motion was carried.  
Recess adjourned and attendance was taken again at 11:31 am.*

**Best Buddies** – Two proxies requested on-campus event funding for a tie-dye event.

Commissioner Lanza reviewed the application.

Commissioner Lanza moved to approve the application for \$42.16.

Commissioner Snyder seconded the motion.

The motion was carried.

**UNR Running** – The president and a proxy asked for travel funding for a registration fee.

Commissioner Lanza reviewed the application. He asked how much is in the club account.

The representatives provided a deposit slip and account slip.

Commissioner Lanza moved to change non-food line item 1 to unit price \$145.00.

The motion was carried.

Commissioner Lanza moved to approve the application for \$870.00.

Commissioner Baker seconded the motion.

The motion was carried.

**Nevada Neuro Society** - The president and a proxy asked for operations funding for a prosthetics kit.

Commissioner Lanza reviewed the application.

Commissioner Lanza moved to approve the application for \$64.99.

Commissioner Baker seconded the motion.

The motion was carried.

**Nevada Meat Science** – The treasurer and president asked for on-campus event funding.



Commissioner Lanza reviewed the application.

Commissioner Lanza moved to approve the application for \$7.33.

Commissioner Snyder seconded the motion.

The motion was carried.

*Commissioner Baker left the room and entered via phone at 11:41 am.*

**Society of Women Engineers** – The treasurer and proxy asked for travel funding for a conference.

Commissioner Lanza reviewed the application.

Commissioner Lanza moved to approve the application for \$242.20.

Commissioner Snyder seconded the motion.

The motion was carried.

**Nevada Business Club** – The treasurer and President of asked for on-campus event funding for a guest speaker.

Commissioner Lanza reviewed the application. He asked how much is in their club account.

The representatives said they are a brand new club and don't have funding in their account.

Commissioner Lanza said that they require 50% of the funding has to be in the account for them to provide the other 100%.

Florence said that the commissioner or himself will help them go over any funding or funding requests since they are the new club.

Commissioner Lanza moved to relegate the application to operations tier.

Commissioner Lanza moved to approve the application for \$50.00.

Commissioner Snyder seconded the motion.

The motion was carried.

*Director Florence moved to have a recess until 12:00 pm. Commissioner Snyder moved. Commissioner Lanza seconded. The motion was carried. Recess adjourned and attendance was taken again at 12:01 pm.*

**Nevada Microbiology Club** – The treasurer and a proxy asked for travel funding for a national conference.

Commissioner Lanza reviewed the application and asked how much was in their account.

The representatives were unsure.

Commissioner Lanza said they did not have the required fifty percent of funds in their account for the application.

Director Florence suggested to deposit their funds now and bring a receipt back for the application to be approved.

**Nevada Rocketry Science** – The president and treasurer asked for on-campus event funding for members to purchase kits to use at the assembling event.

Commissioner Snyder reviewed the application.

Commissioner Snyder moved to approve the application for \$273.85.

Commissioner Keegan seconded the motion.

The motion was carried.

**Mind Over Matter** – Representatives requested operations funding for a potluck.

Commissioner Lanza reviewed the application. He asked who they went through for the t-shirt.

The representatives said Branded Screen Printing.

Commissioner Lanza said they have to go through the Wolf Shop.

Commissioner Snyder explained the process for a third party vendor and said they needed to go through the Wolf Shop.

Director Florence said that it was policy to at least attempt to go through the Wolf Shop first.

Commissioner Keegan moved to add a first right of refusal stipulation to the application.

The motion was carried.

Commissioner Lanza moved to approve the application for \$324.10.

Commissioner Snyder seconded the motion.

The motion was carried.

**Nevada Microbiology Club (Second Time)** – Representative said the med school was covering 50% which is why it wasn't in the account.

Director Florence said they can only get the funding that is half of what is in their account.

Commissioner Lanza reviewed the application. Lanza moved to change non-food line item 5 quantity 496 unit price 29 cents.

The motion was carried.

Commissioner Snyder asked to look at non-food line item 3 due to a discrepancy.

The representatives explained what non-food line item 3 meals and its supporting doc that it was not included in the registration costs.

Commissioner Snyder asked if they had to supporting docs for the meals and incidentals with them because there are three totals.

The representatives said it didn't matter which one was picked.

Commissioner Lanza moved to change non-food line item 6 quantity 496 miles unit price 29 cents.

The motion was carried.

Commissioner Lanza moved to change line item 3 quantity 3 at unit price \$66.

The motions was carried.

Commissioner Snyder moved to change non-food line item 3 quantity 3 at unit price \$49.58.

The motion was carried.

Commissioner Lanza moved to remove line item 2.

The motion was carried.

Commissioner Lanza moved to approve the application for \$138.30.

Commissioner Keegan seconded the motion.

The motion was carried.

**Urban Dance Club** – The treasurer and a proxy asked for operations funding for t-shirts.

Commissioner Lanza reviewed the application.

The representatives said they went to the wolf shop who was unable to match the price.

Florence asked if they had documentation of that.

Representatives provided documentation.

Commissioner Snyder said the spreadsheet he had was blank.

Commissioner Snyder asked for a break down of the number of each shirt size.

The representatives gave them.

Commissioner Keegan said there was \$6 cap on the shirts, which the representatives were aware of.

Commissioner Keegan moved to approve the application for \$400.00.

Commissioner Snyder seconded the motion.

The motion as carried.

**Association of Computing Machinery** – The treasurer and a proxy asked for on-campus event funding for programming events.

Commissioner Lanza reviewed the application.

The representative said they had a more clear breakdown that they emailed to the director.

Director Florence asked about a recent deposit they made.

The representatives made a couple of deposits and that they have proof of sponsorship.

Director Florence says they need to get verification from central station.

Commissioner Snyder asked for a walk-through for the t-shirt funding.

Representatives said they split the funding between operations and on-campus event because the t-shirts are for the event their holding.

Commissioner Snyder asked for a breakdown of the t-shirt sizes.

Director Florence said to change the Boston Market line-item to a quantity 1 with the entire total.

Commissioner Lanza moved to change food-item line 5 quantity 1 at \$975.00.

The motion was carried.

Commissioner Snyder moved to approve the application for \$1,567.31.

Commissioner Keegan seconded the motion.

The motion was carried.

## **5. REPORT OF THE DIRECTOR OF CLUBS AND ORGANIZATIONS**

a. The Director of Clubs and Organizations, Davis Florence, will give his report.

i. General updates from the Director regarding the Department.

ii. Communications from the President, the Senate, and other officers of ASUN.

Director Florence said they are working on disciplinary actions being worked on and being put in NevadaBox. Florence said they are trying to work on a more efficient process of approval for the groups that are small and are less likely to raise funds due to their size.

Commissioner Keegan asked if it would depend on if they were backed by a college like some of his coalition.

Director Florence said this was an interesting point to discuss, and that it will probably depend per club on how and who they are recognized with.

Commissioner Snyder asked if asking if creating a separate tier is a possibility.

Director Florence said no, because they would only really sue operations and community service funding for small clubs, so it would be unnecessary.

Commissioner Keegan asked what the process would be to make this happen.

Director Florence said they would need legislation and the SAS votes. He said they are also still working on lowering the member requirement of seven instead of ten members.

Commissioner Baker said it would be beneficial.

Commissioner Keegan agreed.

Commissioner Florence said that he has done research on other institutions, and they have similar member requirements and that is why it would be beneficial to change.

Commissioner Snyder asked if there was an update on the fee increase for ASUN.

Director Florence said it is brought to Board of Regents in early December. Florence said he also submitted the website changes to Raul, and that there is a meeting for Caspio that commissioners should attend on Monday November 4<sup>th</sup>.

## **6. REPORT OF THE ASSISTANT DIRECTOR OF CLUBS AND ORGANIZATIONS**

- a. The Assistant Director of Clubs and Organizations, Abigail Smith will give her report.
  - i. General updates from the Assistant Director regarding the Club Support Funding account and the Clubs and Orgs Internship Program.

Assistant Director Smith said she worked with interns on club resources. She also said that they had to interview someone within ASUN that interested them, and that they all came back with different interests, which was interesting. She also asked the commissioners to help the interns come up with ideas for their projects. She also asked commissioners to keep updating the log. She said that she was working on a community service project within the executive board that may be around thanksgiving time.

## **7. REPORT OF THE COMMISSIONERS**

- a. The Club Commissioners will each give their report.
  - i. Justine Pereyra, Multicultural & Diversity  
There was no report at this time.

- ii. Darwin Snyder, Faith Based, Service & Community Outreach  
Commissioner Snyder said he has been meeting with deans and faculty on campus to talk to them about how ASUN procedures work and possibly inviting them to funding workshops. He also met with many clubs and are working with them on teaching them about funding. He also said he is going to the meeting on Monday on Caspio, and is working with Director Florence on the website changes. Snyder said he is working with his intern on reviewing applications as well.

Director Florence asked if funding workshops would be beneficial.

Commissioner Keegan said yes.

Commissioner Snyder said they could start with a couple this semester, and then do much more next semester when there is more time.

Commissioner Keegan said that there are multiple different ways to do this that they could explore.

Director Florence asked the commissioners to submit the SEAB requests and make the plans for these meetings for their coalitions and they should try some to see if they work.

- iii. Connor Keegan, Science and Engineering  
Commissioner Keegan said he had been emailing a lot of clubs back and forth.
- iv. Maggie Baker, Pre-Professional and Academic  
Commissioner Baker said that she meant with her intern and helped him interview someone from ASUN. She also said she is trying to meet with some clubs.
- v. Nolan Lanza, Sports and Recreation  
Commissioner Lanza said he met with his clubs. He said he was working on a sports council meeting on November 14<sup>th</sup>. Commissioner Lanza said he is trying to figure out how to do renewal processes for the sports clubs and renewal workshops for them.

Director Florence said there should be renewal process workshops for all clubs, because it would be helpful and more efficient for everyone.

- vi. Nicholas Marimberga, Campus Life  
There was no report at this time.
- vii. Andrew McKinney, Social & Political Involvement  
There was no report at this time.
- viii. Bella Bruketta, Fraternity & Sorority Life  
There was no report at this time.

## **8. APPROVAL OF MINUTES**

- a. October 11, 2019  
Director Florence seeked to approve the motion.

Commissioner Keegan moved to approve the minutes for October 11<sup>th</sup>, 2019.

Commissioner Lanza seconded the motion.

The motion was carried.

## **9. REMARKS**

There were no remarks at this time.

## **10. PUBLIC COMMENT**

Jaylin said that new clubs don't count as inactive clubs, but all clubs that aren't recognized aren't active. Some clubs have also been suspended.

Director Florence said that he will be creating a folder to track suspension and other motions as well.

**11. ADJOURNMENT**

Director Florence adjourned the meeting at 12:49 pm.