

Committee on Budget & Finance

Senate of the Associated Students 93rd Session

Agenda for Wednesday November 5th, 2025 at 4:00PM

In-Person: Frankie Sue Del Papa Conference Room located on the 3rd floor of the JCSU

Zoom link: <https://unr.zoom.us/j/85116686083?pwd=t2kAZQY5dxgtxaMgJng8k2UYqDW96L.1>

1. CALL MEETING TO ORDER

Call meeting to order must be listed by Secretaries

2. COMPLIANCE WITH NEVADA OPEN MEETING LAW

a. Was the agenda posted three full working days before 9am, not including the meeting date?

i. <https://nevadaasun.com/meetings/type/budget-and-finance-committee/>

b. Is the meeting taking place on the day of the week, month, day, year, at the time and location listed on the agenda?

c. Is the Zoom link working and available to the public?

3. LAND ACKNOWLEDGEMENT

We acknowledge that the University of Nevada, Reno is situated on the traditional homelands of the Numu (Northern Paiute), Wašiw (Washoe), Newe (Western Shoshone), and Nuwu (Southern Paiute) peoples. These lands continue to be a gathering place for Indigenous Peoples and we recognize their deep connections to these places. We extend our appreciation for the opportunity to live and learn on their territory.

4. ROLL CALL

Roll call must be listed by Secretaries

Senator Hoang

Senator Kuster

Senator Lawson

Senator Lucchesi

Senator McAndrews

Chair Miceli

Senator Moss

5. PUBLIC COMMENT (INFORMATION ONLY)

Items heard under public comment may be for items either on or off the agenda. Action may not be taken on items raised under public comment. The Chair may elect to take public comment or action items on this agenda. The Chair may impose reasonable limits on the length members of the public may speak.

6. ADOPTION OF MINUTES (FOR POSSIBLE ACTION)

a. 9/5/2025

b. 9/10/2025

c. 9/24/2025



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. Requests for supporting material for an agenda should be directed to the Archives of the Associated Students. All other inquiries should be directed to Senator Logan Miceli at senatormiceli@asun.unr.edu (775) 813-6369

7. REPORTS (INFORMATION ONLY)

There are no reports at this time.

8. OLD BUSINESS (INFORMATION ONLY/FOR POSSIBLE ACTION/FOR POSSIBLE CORRECTIVE ACTION)

There is no old business at this time.

9. NEW BUSINESS (INFORMATION ONLY/FOR POSSIBLE ACTION)

a. Financial reviews of ASUN accounts PG07739 Insight Magazine, PG02201 Brushfire, and PG06879 Wolf Pack Radio.

- i. Representatives from each respective department will present their FY 2026 expenditures and planned expenditures to the Senate Committee on Budget and Finance.

b. Election of Vice Chair

c. Referred Legislation

- i. **S.B.93 A Bill To Allocate \$1,000.00 Of The Current Unused Funds Placed For Vacant Seats Within The Senate Into The Senate Outreach Budget For Fy 2026**
- ii. **S.B.93 A Bill To Codify Recurring Funding For The Semesterly Coffee With A Cop Event In Support Of Campus Safety And UPDNC Engagement**
- iii. **S.B.93 A Bill To Make ASUN Elected And Appointed Officials' Stipends Optional**

10. PUBLIC COMMENT (INFORMATION ONLY)

Items heard under public comment may be for items either on or off the agenda. Action may not be taken on items raised under public comment. The Chair may elect to take public comment on action items on this agenda. The Chair may impose reasonable limits on the length members of the public may speak.

11. ADJOURNMENT

12. NOTES

Agenda items may be considered out of order at the discretion of the Chair. The Committee may combine two or more agenda items for consideration. The Committee may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

The Associated Students 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 Speaker of the ASUN at (775) 784-6589 in advance so that arrangements may be conveniently made.



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[DISCUSSION DRAFT]

93rd SESSION
2025-2026

S. B. 93 -

**A BILL TO ALLOCATE \$1,000.00 OF THE CURRENT
UNUSED FUNDS PLACED FOR VACANT SEATS
WITHIN THE SENATE INTO THE SENATE
OUTREACH BUDGET FOR FY 2026**

IN THE SENATE OF THE ASSOCIATED STUDENTS

OCTOBER 20TH, 2025

AUTHORED BY SENATOR SAPORITO

**A Bill
To Allocate \$1000.00 of the Current Unused Funds Placed for Vacant
Seats within the Senate into the Senate Outreach Budget for FY 2026**

Whereas, a major goal of the Senate is to fully utilize the Senate Outreach budget apportioned to the table every fiscal year;

Whereas, the number of open chairs within the Senate Table during the 93rd session has been a point of contention since April 2025;

Whereas, a Senator receives biweekly \$208.32 during the schoolyear and \$189.67 over summer;

Whereas, a Senator serving as Chair for any accommodated Committee receives biweekly \$228.33 during the schoolyear and \$207.89 over the summer;

Whereas, a funds for empty seats are not utilized during the current session and pushed over for the future session;

Whereas, a Senator who is appointed half-way throughout the session would not receive their total \$5000.00 stipend, but only the portions that come from the following pay-days;

Whereas, the funds granted for Senator wages come from the Student Body;

Whereas, the Senate (and ASUN as a whole) should be providing, advocating, and representing the Student Body as much as possible;

Whereas, placing these frozen checks in Senate Outreach will allow Senators to host events, food drives, and much more for the Student Body;

Whereas, developing and creating events will bring forth a greater sense of community on campus;

Be it enacted by the Senate of the Associated Students, that the frozen checks reserved for the Senate's empty seats from previous months be allocated into Senate Outreach;

Be it further enacted by the Senate of the Associated Students, this transfer will not effect the checks of any future Senators who are appointed in currently empty seats;

Be it further enacted by the Senate of the Associated Students, that for Account PG01395, \$1000.00 from the line item "Senators (25)" is transferred into the line item "Outreach;" that the account line item of "Senators (25)" be decreased by \$1000.00 and the "Outreach" line item be increased by \$1000.00;

Be it further resolved by the Senate of the Associated Students, that a copy of this legislation be sent to:

- Speaker of the Senate and Chair of the Committee on Oversight, Leaf Acklin;
- Chair of the Committee on Budget and Finance, Logan Miceli;
- Director of ASUN, Sandra Rodriguez;
- Associate Director of ASUN, Luis Aguilar Herrera;

- Assistant Director of Accounting Services, Wei Jiang
- President of ASUN, Carmina Aglubat;

[DISCUSSION DRAFT]

93rd SESSION
2025-2026

S. B. 93 -
A BILL TO CODIFY RECURRING FUNDING FOR THE
SEMESTERLY COFFEE WITH A COP EVENT IN
SUPPORT OF CAMPUS SAFETY AND UPDNC
ENGAGEMENT

IN THE SENATE OF THE ASSOCIATED STUDENTS

OCTOBER 21ST, 2025

AUTHORED BY SENATOR SAPORITO

A Bill to Codify Recurring Funding for the Semesterly Coffee with a Cop Event in Support of Campus Safety and UPDNC Engagement

Whereas, the Senate passed S.B. 93 - A Bill to Establish an Annual Day of Recognition and Support for UPDNC and Promote Campus Safety Initiatives;

Whereas, a line item can provide transparency for future Senators planning to assist with this event;

Whereas, ASUN will provide partial sponsorship of 25% for the Coffee With A Cop event, up to a maximum of \$150.00 per semester;

Whereas, \$150.00 will be provided via an IPO transfer to the UPDNC, and the Department has agreed to reimburse the Senate Outreach Budget for the difference following the transaction:

Be it enacted by the Associated Students, that the Senator who holds the UPDNC liaison position within the Committee on Safety Sustainability and Wellness shall submit a \$150.00 IPO request for the semesterly event;

Be it further enacted by the Associated Students, that if there is an absence or negligence from the liaison position, either the Chair for the Committee on Safety Sustainability and Wellness, the Speaker of the Senate, or a general representative of the Senate Body shall submit the \$150.00 IPO request;

Be it further enacted by the Associated Students, that for Account PG01395, \$150.00 from the line item "Outreach" shall be transferred via an IPO request to the UPDNC for each semesterly Coffee with A Cop event;

Be it further enacted by the Associated Students, that a copy of the resolution shall be sent to

- Speaker of the Senate and Chair of the Committee on Oversight, Leaf Acklin;
- Chair of the Committee on Budget and Finance, Logan Miceli;

- Director of ASUN, Sandra Rodriguez;
- Associate Director of ASUN, Luis Aguilar Herrera;
- Assistant Director of Accounting Services, Wei Jiang;
- President of ASUN, Carmina Aglubat;

[DISCUSSION DRAFT]

93rd SESSION
2025-2026

S. B. 93 -

**A BILL TO MAKE ASUN ELECTED AND APPOINTED
OFFICIALS' STIPENDS OPTIONAL**

IN THE SENATE OF THE ASSOCIATED STUDENTS

OCTOBER 20TH, 2025

AUTHORED BY SENATOR SAPORITO

**A Bill
To Make ASUN Elected and Appointed Officials' Stipends Optional**

Whereas, the general stipend for an elected Senators currently sits at \$5000.00 for one session;

Whereas, the additional stipend for an appointed Chair of a Committee sits at \$500.00 for one session;

Whereas, students who are actively engaged in ASUN serve to represent the student body;

Whereas, some members of the Association may not need the stipends granted for their positions;

Whereas, one major goal of the Senate session regards fully utilizing the Senate's Outreach budget, as it is money that has already been taken from the Student Body;

Whereas, fully utilizing the Senate Outreach budget can give back to the Student Body, through community events, food drives, and much more;

Be it enacted by the Senate of the Associated Students, that Addendums A be adopted;

Be it further enacted by the Senate of the Associated Students, that this legislation take effect in the 93rd Session;

Be it further enacted by the Senate of the Associated Students, under the ASUN Senate Account, the remaining Chair stipend granted to Senator Saporito, within the line item “Senate Chair stipends 7x\$500,” be reallocated to the Senate Outreach line item;

Be it further enacted by the Senate of the Associated Students, that a copy of this legislation be sent to:

- Speaker of the Senate and Chair of the Committee on Oversight, Leaf Acklin;
- Speaker Pro-Tempore of the Senate, Dillon Moss;
- Parliamentarian of the Senate, Jason Issa;
- Chair of the Committee on Government Operations, Nicholas Bohlander;
- Chair of the Committee on Budget and Finance, Logan Miceli
- Chair of the Special Committee on Food Insecurity, Alexander Saporito;
- President of ASUN, Carmina Aglubat;

TITLE IV: COMPENSATION

CHAPTER 401: ELECTED OFFICERS

SECTION 01: ESTABLISHMENT

There is hereby established a pay scale for elected ASUN Officers.

- a) It shall be made known that any appointed or elected ASUN officer or official may voluntarily forgo their compensation or additional stipends, in full or in part, at their discretion. The reallocation of such funds may be determined by the Chair of the Committee on Budget and Finance, through discussion within the Committee on Budget and Finance, or through deliberation at the Senate Table. Reallocated funds may remain within the branch or department from which they were originally allocated.

SECTION 02: ESTABLISHMENT

- a) The three levels of pay shall be as follows:
 - 1) Level I: \$7,000 distributed evenly over a 12-month period in a single term.
 - 2) Level II: \$5,000 distributed evenly over a 12-month period in a single term.
 - 3) Level III: \$3,000 distributed evenly over a 12-month period in a single term.
 - 4) Level IV: \$1,500 distributed evenly over a 12-month period in a single term.

Committee on Budget & Finance

Senate of the Associated Students 93rd Session

Minutes – Friday, September 5th, 2025 at 3:30 PM

1. CALL MEETING TO ORDER

- Meeting called to order at 3:30 p.m. by Chair Miceli in the Frankie Sue Del Papa Conference Room.

2. LAND ACKNOWLEDGEMENT

- Land acknowledgment was read, recognizing the Numu (Northern Paiute), Wašiw (Washoe), Newe (Western Shoshone), and Nuwu (Southern Paiute) peoples.
- Appreciation was expressed for the opportunity to live and learn on their traditional lands.

3. ROLL CALL

- Vice Chair Barrus – Present
- Senator Hoang – Excused
- Senator Kuster – Present
- Senator Lawson – Excused
- Senator Lucchesi – Present
- Senator McAndrews – Excused
- Chair Miceli – Present
- Senator Moss – Present
- Senator Packard – Present
- Quorum confirmed.

4. PUBLIC COMMENT (INFORMATION ONLY)

- No public comments were made.

5. ADOPTION OF MINUTES (FOR POSSIBLE ACTION)

- Minutes from 5/2/2025, 5/5/2025, 6/26/2025, and 7/31/2025 were adopted by unanimous consent.

6. REPORTS (INFORMATION ONLY)

- No reports were given.

7. OLD BUSINESS

8. NEW BUSINESS

- Financial Reviews of ASUN Accounts (PG05175 Programming, PG07896 Legal Services, PG08849 Pack Rides)
 - a. Programming Board (PG05175)
 - • Budget: \$131,500; spent to date: \$34,916.92.
 - • Events included Taste of Reno (~200 attendance, \$3,742.40), Paint the N (~250, \$1,336.27), Undie Run (~300, \$2,428.29), Wolf It Down (~2,500, \$10,929.38), Fall Club Fair (~2,000, \$1,587.30 food), Glow Pack Festival (~500, \$12,728.26).
 - • Glow Pack was a new, higher-cost event due to bounce houses, lights, tents, police presence, and wristbands.
 - • Senators asked about rollover funds, discrepancies in totals, and concert fund allocations; confirmed ~\$47,894 remained plus ~\$150,000 in a separate concert fund.
 - • Chair emphasized accurate reconciliations; Programming was praised for managing despite weather challenges.
 - b. Legal Services (PG07896)
 - • Budget: \$27,700; spent to date: \$955.02 (mostly wages).
 - • Services: landlord-tenant consultations, traffic, DUI, divorce, general legal questions. Increased demand noted, especially housing.
 - • Confidentiality maintained; no large events. Discussion clarified quarterly revenue transfers and attorney payment schedule.
 - c. Pack Rides (PG08849)
 - • Budget: \$241,976.84; spent to date: \$19,921.39.
 - • 779 rides in first 13 days; 582 rides in August (higher than prior years). Supported Pack in Action and Paint the N.
 - • Spending: \$11,011.53 on maintenance (including \$4,280.58 and \$4,988.16 shuttle repairs), \$8,532 on parking, \$254.85 on fuel. No wages posted yet.
 - • Upcoming \$25,000 annual dispatching fee noted. Operations exceeding expectations with community support.

9. PUBLIC COMMENT

- No additional public comment.

10. ADJOURNMENT

- Meeting adjourned at 5:18 p.m.

Committee on Budget & Finance

Senate of the Associated Students 93rd Session

Minutes – Wednesday, September 10th, 2025 at 4:00 PM

1. CALL MEETING TO ORDER

- Chair Miceli called the meeting to order at 4:00 p.m.

2. LAND ACKNOWLEDGEMENT

- Chair read the land acknowledgment recognizing the Numu, Wašiw, Newe, and Nuwu peoples.

3. ROLL CALL

- Vice Chair Barrus – Excused
- Senator Hoang – Unexcused
- Senator Kuster – Present
- Senator Lawson – Unexcused
- Senator Lucchesi – Present
- Senator McAndrews – Present
- Chair Miceli – Present
- Senator Moss – Present
- Quorum confirmed.

4. PUBLIC COMMENT

- No public comments were made.

5. ADOPTION OF MINUTES

- No minutes available for adoption at this time.

6. REPORTS

- No reports were given.

7. OLD BUSINESS

- No old business at this time.

- a. Fall 2025 Financial Review Schedule
 - • Chair confirmed that the Fall 2025 financial review schedule has been finalized and distributed to accounts.
 - • Copies were also shared with members in the meeting chat.
- b. Data Collection Follow-Up Discussion
 - • Chair reported that a standardized financial review form was created and sent to the first three accounts scheduled for review: Legal Services, Programming, and Pack Rides.
 - • Programming and Pack Rides completed the form and returned it; Legal Services had not yet submitted.
 - • Form was reviewed by Sandy and Wei from Accounting, who confirmed it would allow the committee to produce a semester-end report without requiring legislation.
 - • Members were asked to prepare at least one or two questions per account to ensure reviews are productive.
 - • Chair noted that the form can be improved for future rounds if needed.

8. NEW BUSINESS

- a. Upcoming Legislation Discussion
 - • Chair introduced upcoming legislation related to the Capital Account.
 - • Explained that the account collects Wolf Shop revenues, and for the first time, has positive funds available (previously used only to pay debt).
 - • Funds are expected to be used for technology replacements in the committee's conference room and another room in the CSE.
 - • Legislation will likely come before the committee soon.
- b. 9/10 Financial Reviews Preparation
 - • Chair reminded members to review the financial review form responses and the Workday account summaries provided by Accounting.
 - • Members were encouraged to prepare a few questions for each account ahead of the September 10th reviews.
 - • Chair emphasized that reviews should take ~20 minutes each, with a focus on being diligent, professional, and welcoming to the accounts.

9. PUBLIC COMMENT (INFORMATION ONLY)

- No additional public comments were given.

10. ADJOURNMENT

- Meeting adjourned at 3:37 p.m.

Committee on Budget & Finance
Senate of the Associated Students – 93rd Session

Minutes for Wednesday, September 24th, 2025 at 4:00 PM

In-Person: Frankie Sue Del Papa Conference Room, 3rd Floor JCSU

Zoom link: <https://unr.zoom.us/j/89684927719?pwd=iV8W8Ww0sUiJT0lCBJmMaujRmqJcfb.1>

1. CALL MEETING TO ORDER

Chair Logan Miceli called the meeting of the Committee on Budget and Finance to order at 4:00 PM on Wednesday, September 24th, 2025.

2. LAND ACKNOWLEDGEMENT

The committee acknowledged that the University of Nevada, Reno is situated on the traditional homelands of the Numu (Northern Paiute), Wašiw (Washoe), Newe (Western Shoshone), and Nuwu (Southern Paiute) peoples. These lands continue to serve as a gathering place for Indigenous peoples, and appreciation was expressed for the opportunity to live and learn on their territory.

3. ROLL CALL

Chair Miceli took attendance, and a quorum was present.

4. PUBLIC COMMENT (INFORMATION ONLY)

No members of the public came forward to offer comment at this time.

5. ADOPTION OF MINUTES (FOR POSSIBLE ACTION)

There were no minutes to be adopted at this time.

6. REPORTS (INFORMATION ONLY)

There were no reports presented during this meeting.

7. OLD BUSINESS (INFORMATION ONLY/FOR POSSIBLE ACTION)

There was no old business to discuss at this time.

8. NEW BUSINESS (INFORMATION ONLY/FOR POSSIBLE ACTION)

a. Financial Reviews of ASUN Accounts PG05566 (New Student Initiatives), PG03996 (ASUN Executive Board), and PG22568 (Passion Project)

PG05566 – New Student Initiatives (NSI)

Vice President Ethan McNamara presented the account's financial review. He noted that NSI is a transitional account spanning two sessions, with \$10,000 allotted for operations and \$4,500 for swag. A significant portion of expenditures went toward events such as the Block Party, Paws & Play, and Running of the Wolves, with Kona Ice vendor issues delaying one charge into the current fiscal year. NSI's spending focused on connecting new students to campus through engagement events.

Event Attendance: Block Party (~2,000 total, 1,112 checked in), Running of the Wolves (333), and Paws & Play (~600–700).

Operational Notes: Expenditures have been steady, with minimal issues aside from vendor delays. Remaining Funds: Approximately \$6,000 remain, which McNamara recommended reserving for the next Vice President for orientation swag purchases.

Committee Discussion: Senators discussed swag strategies, budgeting efficiency, and coordination with Programming. McNamara noted \$3,200 spent on keychains and chargers instead of shirts, allowing flexibility for the next administration.

PG03996 – ASUN Executive Board

Representatives from the Executive Board reviewed expenditures totaling approximately \$16,400 of the \$113,000 allocated budget. Primary expenses included officer salaries (~\$11,000), sustainability events, the Pride Parade sponsorship (\$1,000), and outreach materials. Future expected expenses included Wellness Week, Retreat Travel, Sustainability Cleanup Supplies, and Athletics collaborations.

Discussion: Senators asked about retreat funding, future allocations, and budget comparisons to previous sessions. Director Rodriguez noted overall ASUN budget cuts due to reduced available funds but said allocations could be revisited if enrollment and revenue rise. Committee members also discussed venue options for next year's retreat (potentially at UNR Lake Tahoe's 4H Camp).

Vendor Policy Clarifications: Director Rodriguez explained challenges with campus vendor registration and insurance requirements for external food and merchandise vendors. The process requires vendors to register through the Nevada System of Higher Education and provide certificates of insurance, which limits large-scale campus markets.

PG22568 – Passion Project

The committee heard from representatives on the status of the Passion Fund, noting no expenditures to date. The prior administration's removal of key digital infrastructure delayed implementation, including web forms and coordination with the Office of Financial Aid. The application process requires cross-referencing financial need before ASUN can approve funding.

Discussion: Senators asked about timelines and differences between Passion Fund procedures and traditional club funding. The presenters indicated that applications are expected to open within two months. The fund awards grants based on individual student applications rather than club-level requests, with disbursement dependent on Financial Aid verification.

9. PUBLIC COMMENT (INFORMATION ONLY)

No further public comment was made.

10. ADJOURNMENT

With no further business, Chair Miceli adjourned the meeting at 5:15 PM.

11. NOTES

Agenda items may be considered out of order at the discretion of the Chair. The Committee may combine two or more agenda items for consideration or remove items from the agenda at any time.

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Standardized Financial Review Form

ASUN SENATE 93RD SESSION

The Committee on Budget and Finance

Instructions

**Please email this form completed to Chair Miceli at senatormiceli@asun.unr.edu three working days (Thursday by 5:30 p.m.) prior to your account's financial review.*

Account Information

Account name:

Brushfire Literature and Arts Journal

Account mission statement:

Brushfire's ultimate mission is to create a safe place for people to come share their ideas and creative works.

Account Overview

Total account allotted dollars as of most recent approved ASUN budget: \$29,775.25

- Personnel Costs: \$13,589.00
 - Wages: \$12,258
 - Fringe: \$331.00
- Operations: \$16,186.00
 - General: \$15,996.00
 - Hosting: \$190.00

Total dollars spent as of this form: \$4,865.90

- Personnel Costs: \$4,465.47
 - Wages: \$4,363.57
 - Fringe: \$101.90
- Operations: \$400.43
 - General: \$400.43
 - Hosting: \$0

Account Spending

Description of events/programs/services provided and their attendance or impact:

Brushfire Literature and Arts Journal was founded in 1950 and is UNR's longest-running student publication and one of four official student media outlets. Brushfire publishes two printed journals each academic year, in the fall and spring, each featuring artwork, prose, and poetry from UNR students, Reno artists, and creatives nationwide.

In addition to publishing, Brushfire hosts community events such as monthly poetry nights held at the Honors College Lounge on the second Thursday of each month from 5:00 to 7:00. These events feature 20+ readers per night, including returning poets and first-time performers,

demonstrating the journal's importance in fostering a creative and supportive environment on campus.

Brushfire also maintains an active social media presence. Our Instagram followers increased from 1,271 to 1,403 this semester. Brushfire is continuing to revamp its website to streamline submissions and showcase published work. Beyond its events, Brushfire provides paid positions for students—including editors, designers, and producers—allowing hands-on experience in publishing, editing, and media production.

How did this spending further your mission statement?

All spending directly supports Brushfire's mission to create a safe, inclusive, and professional space for creative expression. Wages allow students to gain industry-relevant experience in editing, visual design, writing, and media production. Operating funds primarily go toward printing the biannual Brushfire journals, ensuring wide accessibility and visibility of student art and writing. Operating funds also go into our website expansion, allowing the incorporation of an events calendar and blog to improve engagement and accessibility. Event costs for poetry nights (food, drinks, and materials) encourage participation across campus and build a strong creative community. And social media engagement increases submissions and promotes student achievements to a wider audience.

Challenges encountered based on funding received:

Printing costs remain the publication's largest and most necessary expense. The local printing partnership with Reno Print Store has significantly reduced per-copy costs, but consistent funding is needed to maintain production of 1,200 copies per edition. Event hosting costs (food, drink, and materials) continue to rise slightly each semester, necessitating flexible budgeting. Post-COVID, conference travel funding has been folded into operations, limiting opportunities for professional development for staff.

Planning and Recommendations

Have operations been steady/achievable thus far based on the funding received?

Yes. Operations have remained steady and on schedule. The current funding structure has successfully supported staff wages, event hosting, and printing needs. The publication's growth in submissions and readership demonstrates that current funding is being utilized efficiently.

Has there been a need for travel funding thus far?

No. Brushfire has not used travel funds this semester. While the publication previously attended the Associated Collegiate Press Conference (ACP), travel has been postponed in favor of strengthening Brushfire's on-campus engagement. The team plans to revisit travel opportunities for future years to further staff development.

What significant expenses are anticipated in the future?

Printing costs remain our largest expense each semester, with approximately 1,200 copies printed per volume costing 7,250 (~6.60 per copy). Brushfire will continue poetry night hosting which includes provision of low-cost food and drinks for attendees. It is planned to adopt a new audiobook hosting platform. Brushfire is also looking to potentially bring in outside help with workshops in upcoming years if funds allow.

Account Metrics/Data

How many students have been served by your department thus far? How many students are regularly served per year?

Approximately 1,200 journals are distributed per semester, reaching nearly 10% of the UNR student body. Poetry nights draw around 25–45 attendees monthly (up to 200 attendees total per semester). Brushfire receives over 100 student contributors and 200 contributors from the Reno community and nationwide per academic year across poetry, prose, and art submissions. Brushfire is able to showcase ~50 different works from creators in our journal. The increase to 1,403 social media followers, reflects consistent engagement and growth.

Number of “assets” controlled by the account if applicable or any other data metrics? (e.g. number of vehicles for Pack Rides, number of campus clubs for Clubs and Organizations, etc.):

Brushfire produces two biannual printed journals (Fall and Spring editions) and digital audiobooks of the journal. Brushfire maintains an active website (unrbrushfire.org) managed by student staff and webmaster. Brushfire hosts and attends monthly poetry events and cross-campus collaborations with student organizations consistently throughout the year.

Prepared by: Paige Krueger



Standardized Financial Review Form

ASUN SENATE 93RD SESSION
The Committee on Budget and Finance

Instructions

**Please email this form completed to Chair Miceli at senatormiceli@asun.unr.edu three working days (Thursday by 5:30 p.m.) prior to your account's financial review.*

Account Information

Account name: Insight Magazine

Account mission statement: Insight Magazine is a student-run publication at the University of Nevada, Reno that amplifies student voices through storytelling, design, and photography. We highlight the people and culture of Reno while empowering students to share meaningful perspectives.

Account Overview

Total account allotted dollars as of most recent approved ASUN budget: \$32,021.06

Personnel Costs: \$19,973.56

Wages: \$19,486.40

Fringe: \$487.16

Operations: \$12,047.50

General: \$11,857.50

Hosting: \$190.00

Total dollars spent as of this form: \$2,692.56

Personnel Costs: \$2,571.41

Wages: \$2,509.23

Fringe: \$62.18

Operations: \$121.15

General: \$121.15

Hosting: \$0

Account Spending

Description of events/programs/services provided and their attendance or impact: Insight Magazine participates in university club fairs each semester, where staff engage with students, promote the publication, and recruit new contributors. As the university's student-run feature magazine, Insight provides hands-on experience in writing, editing, photography, and design, giving students a professional platform to have their voices heard. Each issue reaches a wide audience through print and digital circulation, strengthening student involvement and creative expression across campus.

How did this spending further your mission statement? Our spending directly supports Insight Magazine's mission by funding the production and resources that allow students to produce each issue. Most of our budget goes toward printing, design materials, and promotional events, which help us reach a wider campus audience and contributors. These expenses make it possible for us to provide hands-on experience in journalism, photography, and design while amplifying student voices with the campus community.

Challenges encountered based on funding received: One of our main challenges is printing and distribution costs. With a limited budget, we often have to reduce print quantities or rely more on digital publishing, which can limit visibility and accessibility on campus from year to year with printing cost getting more expensive to keep up with our demand.

Planning and Recommendations

Have operations been steady/achievable thus far based on the funding received?

Yes. As of now, we have been able to successfully operate based on the funding we have received.

Has there been a need for travel funding thus far? No.

What significant expenses are anticipated in the future? We will be purchasing materials for photoshoots, such as film for cameras, props, and costumes, as well as printing both the fall and spring editions for the 2025-2026 academic year, which will be our biggest expense at the end of production.

Account Metrics/Data

How many students have been served by your department thus far? How many students are regularly served per year? Insight Magazine directly serves a core staff of 5 students, including myself. We also maintain a network of about 100 students in our GroupMe, representing those who are interested in contributing now or in the future. Beyond our team and potential contributors, each issue of the magazine reaches hundreds of students across campus through print distribution and online content, allowing the broader student body to benefit from our reporting.

Social Media: in the last 30 days we have reached 51,324 accounts— +416.7% since last month. 35 new followers this month and 900 overall interactions (likes, comments, saves, shares, reposts) in october.

Number of “assets” controlled by the account if applicable or any other data metrics? (e.g. number of vehicles for Pack Rides, number of campus clubs for Clubs and Organizations, etc.): The physical print maganizes ongoing from year to year as well as archives.

Prepared by: Summer Bakker
Executive Editor - Insight Magazine



Standardized Financial Review Form

ASUN SENATE 93RD SESSION

The Committee on Budget and Finance

Instructions

**Please email this form completed to Chair Miceli at senatormiceli@asun.unr.edu three working days (Thursday by 5:30 p.m.) prior to your account's financial review.*

Account Information

Account name:

Account mission statement:

Account Overview

Total account allotted dollars as of most recent approved ASUN budget:

Total dollars spent as of this form:

Account Spending

Description of events/programs/services provided and their attendance or impact:

How did this spending further your mission statement?

Challenges encountered based on funding received:

Planning and Recommendations

Have operations been steady/achievable thus far based on the funding received?

Has there been a need for travel funding thus far?

What significant expenses are anticipated in the future?

Account Metrics/Data

How many students have been served by your department thus far? How many students are regularly served per year?

Number of “assets” controlled by the account if applicable or any other data metrics? (e.g. number of vehicles for Pack Rides, number of campus clubs for Clubs and Organizations, etc.): 1 Radio Station

Prepared by: Eugene Melmani **(PLEASE REVIEW PAGE BELOW!)**

To Whom it May Concern:

Hello, I am Eugene Melmani, the new General Manager for Wolf Pack Radio (WPR). I began working at WPR about 2 weeks ago, before then, my position had been vacant the entirety of the Fall 2025 semester. The vacancy of the General Manager position left WPR inoperable, and WPR staff were limited in the amount of work they could complete. Due to this, not much of this year’s budget has been spent. Below, I am outlining WPR’s spending goals for the remainder of this semester and Spring semester so that you may have a clearer image of our goals and what spending will look like!

Our two primary goals at the moment are hiring a Program Director and hosting more community-building events (between Staff and DJs, but also open to the public events) once WPR is back on the air.

WPR is seeking to fill the Program Director position this semester so that they will be fully onboarded and prepared for next semester. The Program Director position originally was divided between two individuals working at 10 hours a week, and somewhere down the line was reduced to one individual, but that individual was still working at 10 hours a week.

After much review of what this position has looked like in past semesters, and the division of work between WPR staff, it is clear that this position requires 20 hours of work weekly. We would like to keep the responsibilities of this position limited to one individual though, which means we will soon have another student employee that will be working 20 hours a week at WPR.

For events hosted by WPR, the first goal is to host events that connects volunteer DJs and creates a stronger sense of community between volunteers and staff. A common wish among staff and volunteers is for more opportunities to gather together, since DJs are often (weekly) coming into WPR to record a show by themselves, and then leaving after that. From what I have been able to find, it seems that there has been a pizza party once a semester, towards the end of the semester, and that has been the only time that volunteers and staff are able to mingle. I would like WPR to host more events, at least one a month, that strengthens community between everyone that is a part of the WPR family.

At these monthly events, I would like to continue offering food at these gatherings and occasionally bring in other items- such as small gifts for volunteers at the end of the semester to commemorate their time at WPR.

For events that are open to the public, WPR once used to regularly host concerts at UNR, and I would love to bring this back. WPR also hosts workshops regularly that engage DJs with the public. We are also aiming to revitalize the WPR Rocky Horror Picture Screening tradition, which would most likely occur each October. This would be a shadow cast production that would have costumes and props.

Another goal is to bring back the once a semester zine that WPR used to release. These would be small scale, staple-bound zines featuring interviews with local musicians, photos from local shows and the station, reviews from DJs of albums, and more.

Another goal is replacing some equipment needed for producing radio shows, and upgrading our recording space. We would like to get a new computer for the WPR office, as our current computer is over a decade old now and operates very slowly. The new computer will allow for improved productivity and will create a second recording space. In terms of equipment needed for production, as it stands now, we are in need of new studio headphones (4 sets) and a turntable needle. Finally, we want to create a more comfortable and accessible space for volunteers to record in. This consists of alternative lighting, and some sort of covering for the studio windows (be it curtains, blinds, or some sort of window cling) as they currently look into the fully-lit ASUN hallway that often has crowds passing through. These changes will make WPR a more accessible space for those who might need a more sensory-friendly space to be in when recording their radio show.