



Services and Activities Fee Committee (SAFC)

April 25th, 2025

3:30pm

GWP 320

Zoom Link: <https://washington.zoom.us/j/98089084773>

MEETING MINUTES 23

Attendance:

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| Voting Members Norah Duncan – Present Madaí Espinoza – Absent (Excused) Kailey Lawless – Present (Zoom) Samuel Pena-Rojas - Present Anchal Turna – Absent (Excused) Kaily White – Present (Zoom) Administrative Staff Sean Schmidt – Present Hayden Busic – Present | Ex-Officio Members Bernard Anderson – Absent (Excused) Alicia Whitten – Present (Zoom) Gordon Craig – Present Cherie Berthon– Absent (Excused) Guests None |
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Call to Order. The meeting was called to order at 3:55 pm by Sam.

Land Acknowledgement. A land acknowledgement was given by Sam.

Safety Briefing. A safety briefing was given by Sam.

Roll Call, Guest Introductions, Connection-Building Activity. Roll Call is documented above.

Approval of Agenda and Minutes. Without objections, the Chair corrected the minutes as amended from last week's meeting.

Open Public Forum:

- N/A, no guests present.

Reports & Updates

- Chair/Vice-Chair:
 - Sam: Met with Bernard and Cherie, received the official letter of concurrence from the chancellor; had the Annual Forum on the 21st, thanked the committee for their hard work, and finally mentioned spring special allocations have been added finally.
 - Norah: 2025 to 2026 positions are now on Handshake, and discussions on those staying from this year's committee concerning interviews is coming soon.
- Members:
 - Kailey Lawless: announces end of year's celebration for the Husky Post Prison Pathways happening on May 29th in WPH.
 - Sean: announces the Oscars happening May 2 starting at 5:30 pm.
- Committees: None.

Old Business

- Review of the proposal process:
 - The review was opened as space allows for those who may have an additional insight on the proposal review process.
 - Sam mentions that more time for the public forum in the workshop allows for students to have firsthand insight on the process itself and allows for students to be involved indirectly.
 - Sean talks about how the STFC collects a few models and examples; this allows them to not have to defend everything in their program but allows them to defend specific new portions along with the FNA (letting us see what works with both STFC and SAFC).
 - Gordon says that there are two types of proposals: one for continuing operations, and the other for one-offs. He says we need to take a closer look at those as there have been at least two or three proposers who got funds last year and did not ask for anything this current year. (A great idea to say: if you've got alternate funding or you no longer need to attend the SAF meeting, let the committee know.)
 - Tabled for next meeting to discuss the date and time of the campus-wide workshops.

New Business

Without objection, the agenda was amended, and the following special allocations were added: ASUWT, UWY & DAWG HOUSE, and PAWS.

- **CSI: UWY & DAWG HOUSE**

Kaily W. moved to approve CSI spring special allocation and Kaily L. seconds. 4 – 0 – 0.

- **PAWS:**

Kaily W. so moved to approve the PAWS spring special allocation. Norah seconds. 4 – 0 – 0. Sean comments that PAWS can seek alternative sources and/or no cost suppliers. There are places where

programs can be getting free sources. The proposal tool can be revamped and asked what actions proposers have taken to find alternative sources of funding from inclined suppliers.

- **ASUWT:**

Alicia mentioned that they do not have any money available in their fund to cover travel, which is why they are requesting additional funds to cover fringe costs. It was not anticipated that fringe would be included as part of the charge. The request is not to pay for fringe directly, but to replenish funds that were affected due to fringe charges. Norah moved to approve the spring special allocation of \$10,840 for ASUWT. Kaily L. seconded the motion. The vote passed with a count of 4-0-0.

Discussion:

- Sean explained that all students pay for the Student Building, and the YMCA membership is an added benefit that comes with that payment. Each year, members of the community review the agreements to ensure they are still aligned with student needs and intent. He emphasized the importance of looking at both early and current documents to understand the history of the relationship between the YMCA and the committee. This review is intended to clarify whether agreements are still being upheld and when renegotiations might be necessary. In past years, the committee reaffirmed its support for the YMCA and the terms of the agreement.

The meeting lost quorum at this point around 4 pm, and no further decisions could be made.

- If there have been any changes to the Board of Regents timeline or processes, the corresponding dates must be updated in the bylaws. Any new steps added or any effort to simplify the process must be reflected through clear revisions. If certain steps are no longer being followed—and they are not mandated by state law or university policy—Gordon recommended removing them. Any clause related to ASUWT membership should be tied to the position rather than how an individual obtained that role. There is also a need to adjust formatting for consistency across all documents. This campus is unique in having a compliance officer or advisor and members from the official faculty involved, with the intention of involving individuals who do not receive funding from the committee to prevent any bias. If anything appears unnecessary or unclear, it should be removed. It was also suggested that an ex-officio member should moderate meetings. STP (Situation, Target, Proposal) documents should be clarified to state exactly what the situation is and what outcomes are being aimed for. These should be placed into a Word document for markup, where items can be flagged for removal or revision.
- There was discussion about possibly appointing a bylaws committee, with members being assigned before the beginning of the fiscal year. The reconsideration request section in the operations manual needs to be updated to include the appeal process either in full verbatim or in a format that complies with the RCW (Revised Code of Washington). While the committee may treat appeals that fall outside of standard criteria at its discretion, it

should be clarified whether that discretion is permissible. The dispute resolution process was based on language from the RCW. There is a need to have further conversations with Cherie and Sylvia to determine whether Fiscal Services has the authority to enforce these decisions. If not, it appears they may simply be passing along feedback from the proposers. The idea of holding a Fall Forum annually was brought up, along with a suggestion to include a graph in the Spring Forum to better communicate financial and procedural updates. There was also discussion about whether these forums are required and how their timing and location should be determined.

Announcements

- None.

Adjournment

- The Chair adjourned the meeting at 4:32 pm.