



Services and Activities Fee Committee (SAFC)

**January 30, 2026
GWP 320 and Zoom**

MEETING MINUTES 13

Attendance:

<p>Voting Members Moira Kelley – A Kailey Lawless – A Colin Sica – A Charlotte Skinner -P Erandy Zuniga – P Rainger Flynn - P Remi Iponla - P</p> <p>Administrative Staff Sean Schmidt –A</p>	<p>Ex-Officio Members Bernard Anderson – P Samuel Pena-Rojas – P Gordon Craig – P Cherie Berthon– P</p> <p>Guests Bea Givens, Fiscal Services</p>
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Call to Order. Charlotte called the meeting to order at 3:33 pm.

Land Acknowledgement. Charlotte gave the UWT land acknowledgement.

Safety Briefing. Charlotte gave a safety briefing.

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

Approval of Agenda and Minutes. Without objection, Charlotte approved the agenda and minutes as presented.

Open Public Forum: Charlotte opened the public forum. No one offered comments, so she closed the forum.

Reports & Updates:

- Chair: Absent
- Vice Chair: None
- Subcommittees:
 - HR: None.
 - Bylaws review: See new business below.
- Members: Samuel said the campus master plan forum went well.

Old Business:

Autumn Special Allocations. Reviewing members presented these proposals for second reading and the committee took the following action:

- a. *Student Publications (reviewing member: Colin)* requested \$25,363 for staffing adjustments, printing costs and 4 new computers. Request includes:
 - i. Minimum wage increases: \$1,517.
 - ii. Additional hours for the art team in winter and spring quarters: \$1,517.
 - iii. Financial support for advertising manager not funded by annual allocations: \$3,371.
 - iv. Increased hours for content assistant in winter and spring quarters: \$1,517.
 - v. Additional hours for the Tahoma West Co-Editors in Chief: \$1,098.
 - vi. Printing 200 additional copies of Tahoma West: \$2,000.
 - vii. Printing 4 Leger issues: \$4,000.
 - viii. 4 computers: \$6,342.84 to replace computers last updated in 2017.

At its 9 January 2026 meeting, the committee approved funding this request at \$17,020 with stipulations to fund:

Student wages and fringe benefits in full.
\$1,000 for printing Tahoma West.
The full printing request for the Tacoma Ledger.

The committee deferred acting on the request for updated computers pending receipt of further information about whether Campus IT or STFC handle funding their life cycle replacement. At its 23 January 2026 meeting, Colin shared STFC's position that the purchase didn't qualify for STF funding because the computers won't be available for student use. However, it wasn't clear if the computers being replaced were bought using STF; if so, STFC is responsible for their replacement. The committee approved \$6,342.84 to replace computers if STF isn't responsible.

This item was on the agenda as a placeholder to receive an update from STFC, if any. Further SAFC action shouldn't be needed.
The committee took no action on this item.

New Business:

Voting

Items:

Bylaws Review. Samuel presented the existing bylaws in a new format that labels sections and paragraphs consistently throughout the document. Members liked the format and encouraged further discussion on substantive changes that might be needed. No votes were taken.

Discussion Items:

- a. Reflection on Special Allocation Process. Deferred to next meeting.
- b. Norms/Values Review. Members had a general discussion but took no action.

Announcements: None.

Adjournment: With business complete, Charlotte adjourned the meeting at 4: 31 pm.

Prepared by Gordon Craig