

## **Incidental Fee Committee Meeting #7**

**Monday February 12, 2024 | 7:00 PM**

**WUC Calapooia Room and Zoom passcode: 919347**

**Hunter Hall in Chair**

### **Agenda**

1. Call to Order
  - 7:00PM
2. Approval of the agenda
  - Hunter: IFC Chair Viviana Romero not able to attend this meeting, I will be your chair.
    - i. JD: I move to amend the agenda to reflect Hunter Hall as chair.
    - ii. Skylar seconds
    - iii. Agenda amended
3. Approval of the minutes from 02/05/24
  - Hunter: Can we approve the minutes when they are not shown on screen?
    - i. Paula: I am unable to pull them up right now, but they have been posted and emailed to all of IFC.
    - ii. Clark: Yes, they can be approved.
  - JD moved to approve the minutes
    - i. Skylar seconds
    - ii. Minutes of 02/05/24 approved
4. Roll Call
  - IFC Members
    - i. Aidan VanDyke
    - ii. JD McShane
    - iii. Skylar Stangland
    - iv. Ayla Adkins
    - v. Kira Shelton
  - Advisors
    - i. Tina Fuchs
    - ii. Evan Sorce
    - iii. Amber Deets
  - Area Heads
    - i. Chelsee Blatner, Student Engagement
    - ii. Randi Lydum, Athletics
    - iii. Rip Horsey, Campus Recreation
    - iv. Kristen Perry, Abby's House

- v. Tammy Gardner, CDC
- vi. Cameron Mortenson, WOLF Ride
- vii. Rian Gayle, ACCESS
- viii. Daniel Tankersley, Creative Arts
- ix. Beth Priddy, ASWOU

- Other Representatives
  - i. Hunter Hall, ASWOU President
  - ii. Nicole Morgan, Creative Arts Program and Facilities Coordinator
  - iii. Lilli Jacobs, ASWOU Vice President
  - iv. Clark Callahan, Parliamentarian
- IFC Secretary
  - i. Paula Taylor

## 5. Old Business

- Open Hearing Preparation
  - i. Tabling “When is Good”
    1. Tina: Maybe just create a sign-up sheet. At table upstairs. Have some folks there to answer questions.
      - a. Ayla: I will make one and pass it around.
    2. Kira: Tabling by yourself or doubles?
      - a. Hunter: That is for you to decide. Tabling in the week leading up to Open Hearing.
    3. Evan: 10AM-3PM busiest times in WUC.
    4. Lilli: ASWOU is tabling Mon 12PM-2PM and Tues 10AM -2PM.
    5. Tina: Fill times as best as you can. Do not miss class.
    6. Amber: Google form where students can write anonymously?
      - a. JD: Last meeting we decided to do that.
    7. JD: ASWOU tabling for IFC or for separate thing?
      - a. Lilli: We are there to put out ASWOU information but will talk IFC too.
  - ii. Sign in Sheet for speakers at Open Hearing – Google form?
    1. Re-use the form from last year. Needs to be updated. Paula will do this.
  - iii. Speaker time & Timekeeper
    1. JD: What was the time last year?
      - a. Hunter: 3 minutes.
    2. Ayla: Maybe do 5 minutes if we do not have a lot of speakers?
    3. JD: Are students allowed to comment on form and speak? Limit speaking time and write comment.
    4. Ayla: Be flexible.
    5. Evan: We want to be consistent.
    6. Rip: 3 minutes per person or 5 minutes per group worked pretty well.

7. Tina: Intro how process works, members of IFC will just be taking information. Just documenting it.
8. Hunter: Who is designated notetaker and timekeeper?
9. Amber: Advisors could be timekeepers.
  - a. JD: Last years were allowed to speak and then do it again?
    - i. Amber: Yes.
10. Hunter: Do we have to vote on 3 minute decision?
  - a. Clark: Best practice to vote.
11. Kira moves to make speaker time 3 minutes for individuals and 5 minutes for groups during Open Hearings
  - a. Skylar seconds
  - b. Roll call vote: Kira yes, Skylar yes, Ayla yes, JD yes, Aidan yes.
    - i. Motion passes 5-0-0
12. Ayla: Who is the note taker? I would love to take notes.
13. Aidan: I am comfortable keeping time during meetings.
14. JD: Does Paula need anything during Open Hearing?
  - a. Paula: As the official IFC notetaker, I will be taking lots of notes.
  - b. JD: Paula will take official notes for public records, and we will take our own notes.
15. Evan: Are we on Zoom for Open Hearing, is there a recording?
  - a. Paula: I have rented an OWL (web camera, microphone, speaker) from the library.
16. Hunter: Do we have to vote on the timekeeper?
  - a. Clark: No, is not in the by-laws.
17. Skylar: Aidan said he would be do it and if not available I will do it.

## 6. New Business

- Tina: Just to remind this group, look at this spread sheet looks we have enough to cover all request and enhancements. Carryover from last year. Beginning cash, do not see this every year. Be mindful and how you will allocate.
- Skylar: If we approve this the way that it is do we approve enhancements too?
  - i. Tina: You will have to go line by line. Nothing says that you cannot talk about it again.
  - ii. Evan: Assumes zero increase to enrollment. Maybe drop fee, critically think about this.
  - iii. Rip: I echo that. Flat enrollment, projection is 3.8million.
  - iv. Amber: Discuss the fee, then go line by line, then you can go back to fee.
- Tina: Spreadsheet does not show Athletic enhancements, but they did request one. Extraordinary travel has not been funded for some time.
- JD: Math predicts a 6% enrollment decrease term to term, correct?
  - i. Tina: Yes.
- Ayla: I have questions for area heads.

- i. Kira: Questions for specific area heads?
    - 1. Ayla: Broad questions for all area heads. Advisors: Do we have a number for students online out of state? IFC is for students paid by students. Do staff members pay for participation? RWEC?
      - a. Rip: Yes, they pay through payroll deduction.
      - b. Tina: Staff pays for tickets to sporting events and creative arts performances. SE does not charge, and staff can attend and not pay.
    - 2. Tammy: Sorry to interrupt, but zoom participants have their hands up.
      - a. Evan: I will monitor.
    - 3. Clark: Only comment/ask question when chair calls on you.
    - 4. Ayla: Pay difference between on-campus and off-campus, IF members which programs do you feel are accessible for off-campus students?
      - a. JD: My personal opinion: for some on-line student access to programs is still available. They can still access it and have 50% reduction in fee. Student Media is completely accessible on-line.
    - 5. Amber: Answer to questions: 92 enrolled grad students are from out of state.
      - a. Evan: 84% of WOU students are from Oregon.
      - b. Tina: Higher percentage in-person, on-line or hybrid from Oregon.
  - ii. Amber: There are on-line students/off-campus students that utilize services.
    - 1. Kira: Off campus student fee is lower. Creative Arts said they have no money and asked if there are online options. There are none but that is what the fee is for.
  - iii. Tammy: Yes, we have on-line only students who need care but we do not treat them differently giving discounts.
  - iv. Nicole: Creative Arts and online access. Copy rights make that difficult. Underfunded so we do not have the resources to make an online presence.
- Preliminary Decision FY25
    - i. Student Fee
      - 1. Hunter: on campus \$415 and on-line \$210. Open for discussion
        - a. Keep as is or lower.
        - b. Not raising it. All agree.
        - c. Worried about lowering, might lead to cuts.
        - d. Good situation now, not make it worse again.
        - e. Fee stays the same could be a huge relief.
        - f. Lower fee and offer enhancements.
        - g. Use beginning cash as reserve.
        - h. No one time enhancements.
        - i. We need to think about the future.
        - j. Hesitant to lower, not seen a reliable increase in student enrollment.

2. Adain: Can we decrease 5%? \$395 and \$200.
  3. JD: Can we table this discussion about the fee?
  4. Ayla moves to table the fee discussion to next meeting 02/19/24.
    - a. Kira seconds
    - b. Motion passes discussion tabled.
  5. JD: I move to keep the student fee \$415 and \$210 the same for this discussion
    - a. Skylar seconds
    - b. Motion passes.
- Rip: I suggest that we look at what the fee has been over the past couple years.
    - i. Budgets
      1. Tina: You are looking at their budgets request and then at enhancements.
      2. Aidan: This is the same money as they were given last year?
        - a. Hunter: Yes.
        - b. Evan: CSL so a little different.
      3. Ayla: Can we just choose some?
        - a. Tina: You have to go line by line.
        - b. Amber: Needs a motion and then line by line.
      4. Ayla: I move to approve the base request of \$39,540.00 for Abby's House/Food Pantry.
        - a. Skylar seconds
        - b. Discussion - None
          - i. Rollcall vote: Kira yea, Skylar yea, Ayla yea, Aidan yea, JD yea.
          - ii. Motion passes 5-0-0.
      5. Ayla: I move to approve the base request of \$17,017.00 for ACCESS.
        - a. Skylar seconds
        - b. Discussion - None
          - i. Rollcall vote: Kira yea, Skylar yea, Ayla yea, Aidan yea, JD yea.
        - c. Motion passes 5-0-0.
  - Skylar: Are we allowed to vote on base budget for areas where we have a conflict of interest?
    - Hunter: Yes
    - Tina: Yes
    6. JD: I move to approve the base request of \$224,108.00 for ASWOU.
      - a. Skylar seconds
      - b. Discussion - None

- i. Rollcall vote: Kira yea, Skylar yea, Ayla yea, Aidan yea, JD yea.
    - ii. Motion passes 5-0-0.
- Clark: Point of clarification - Article VII.I.1 No voting member of IFC or IFC sub-committee member shall use their position to obtain financial gain for themselves, for any member of their household, or for any specific Western Oregon University organization with which they are associated. Such action will be construed as a conflict of interest. When faced with a potential conflict of interest in the course of conducting official IFC business, a voting IFC member or an IFC sub-committee member shall declare the conflict of interest and abstain from voting on any issue that pertains to the conflict of interest.
  - 7. Aidan: I move to approve the base request of \$835,333 for Athletics.
    - a. Kira seconds
    - b. Discussion - None
      - i. Rollcall vote: Kira yea, Skylar yea, Ayla yea, Aidan yea, JD abstain.
      - ii. Motion passes 4-0-1.
  - 8. Kira: I move to approve the base request of \$948,845.00 for Campus Rec.
    - a. JD seconds
    - b. Discussion - None
      - i. Rollcall vote: Kira abstain, Skylar abstain, Ayla yea, Aidan yea, JD yea.
      - ii. Motion passes 3-0-2.
  - 9. Skylar: I move to approve the base request of \$39,540.00 for Childcare.
    - a. Ayla seconds
    - b. Discussion - None
      - i. Rollcall vote: Kira yea, Skylar yea, Ayla yea, Aidan yea, JD yea.
      - ii. Motion passes 5-0-0.
  - 10. JD: I move to approve the base request of \$11,560.00 for Computer Replacement.
    - a. Skylar seconds
    - b. Discussion - None
      - i. Rollcall vote: Kira yea, Skylar yea, Ayla yea, Aidan yea, JD yea.
      - ii. Motion passes 5-0-0.
  - 11. Ayla: I move to approve the base request of \$223,749.00 for Creative Arts.
    - a. Skylar seconds
    - b. Discussion - None
      - i. Rollcall vote: Kira yea, Skylar yea, Ayla yea, Aidan abstain, JD yea.
      - ii. Motion passes 4-0-1.

12. JD: I move to approve the base request of \$00.00 for Extraordinary Travel.
  - a. Ayla seconds
  - b. Discussion - None
    - i. Rollcall vote: Kira yea, Skylar yea, Ayla yea, Aidan yea, JD yea.
    - ii. Motion passes 5-0-0.
13. JD: I move to approve the base request of \$947,506.00 for Student Engagement – Ops.
  - a. Kira seconds
  - b. Discussion - None
    - i. Rollcall vote: Kira yea, Skylar yea, Ayla yea, Aidan yea, JD abstain.
    - ii. Motion passes 4-0-1.
14. Ayla: I move to approve the base request of \$40,916.00 for SE: Leadership, Inclusion, Activities.
  - a. Skylar seconds
  - b. Discussion - None
    - i. Rollcall vote: Kira yea, Skylar yea, Ayla yea, Aidan yea, JD abstain.
    - ii. Motion passes 4-0-1.
15. Ayla: I move to approve the base request of \$45,582.00 for Student Activities Board.
  - a. Skylar seconds
  - b. Discussion - None
    - i. Rollcall vote: Kira yea, Skylar yea, Ayla yea, Aidan yea, JD abstain.
    - ii. Motion passes 4-0-1.
16. Kira: I move to approve the base request of \$70,631.00 for Student Media.
  - a. Ayla seconds
  - b. Discussion - None
    - i. Rollcall vote: Kira yea, Skylar yea, Ayla yea, Aidan yea, JD abstain.
    - ii. Motion passes 4-0-1.
17. JD: I move to approve the base request of \$36,672.00 for WOLF Ride.
  - a. Kira seconds
  - b. Discussion - None
    - i. Rollcall vote: Kira yea, Skylar yea, Ayla yea, Aidan yea, JD yea.
    - ii. Motion passes 5-0-0.

ii. Enhancements

1. Ayla: Could we each put our top 3 prioritizations together and then discuss?
  - a. Hunter: Not sure if we can get that done in the next 12 minutes.
    - i. Clark: Preliminary decision meeting can go over time, as long as a decision has been made by end of next meeting.
2. Aidan: I have questions for multiple area heads about their enhancement requests.
3. Ayla: Next meeting we continue discussion?
  - a. Hunter: Yes.
4. JD: We approved student fee and base budget?
  - a. Evan: No, student fee was tabled.
5. Amber: You can table enhancements.
6. Rip: Area heads are here and if you have questions, ask, so we can provide you with answers.
7. Aidan: Can I ask questions?
  - a. Hunter: Yes
  - b. Evan: Ask question and get answer next week.
  - c. Amber: Need a to table enhancements.
8. Skylar: I move to table the enhancement requests until next week's meeting the 19<sup>th</sup>.
  - a. Kira seconds.
  - b. Discussion – None
    - i. Rollcall vote: Kira yea, Skylar yea, Ayla yea, Aidan yea, JD yea.
    - ii. Motion passes 5-0-0
9. Aidan: There is a difference on your enhancement request and the spreadsheet?
  - a. Kristen: Enhancement request does not include overhead charge.
10. Aidan: ASWOU you have 2 enhancement forms, but your presentation only has one amount?
  - a. Beth: Two enhancement requests, one for ASWOU clubs and one for ASWOU admin. Total amount the same.
11. Kira: Athletics – Funding that you have how come they are still over budget and how come it is costing so much? Exercise science majors that are not athletes and their options for helping their future, was there some time ago an option for exercise science majors to work with sports and how come there isn't anymore? WOLF Ride - App creation why is UCS not creating this app?
12. Ayla: Campus Rec – How much money is put toward aquatics? Is it in the presentation?
  - a. Rip: Yes.
  - b. Ayla: I will go find it myself.



13. Ayla: Campus Rec. – What percentage of base budget goes toward aquatics Center? What percentage of that is student employment.
14. JD: Clarification on enhancements, nice to have a set number to put in spreadsheet.
  - a. Randi: I am not here next Monday. I would like to withdraw my enhancement requests.
  - b. JD: Just withdraw it?
  - c. Ayla: Why?
  - d. JD: Beneficial for all to hear on record.
    - i. Randi: In light of discussion, committee very thoughtful, in my area want to have base funding and other areas that need this funding and I do not want to see the rate fall and others to be cut and students to pay a higher fee.
    - ii. Clark: There is no way to deny it because you included it in your presentation.

7. Messages from the Floor

- None

8. Adjournment

- Aidan move to adjourn the meeting
- Ayla seconds
- Meeting adjourned at 9:05PM