

Commission on Student Affairs Minutes

April 15, 2021

3:30 PM

Zoom

Present: Victoria Dashevsky (presiding); Abigail Patterson, Anisha Hari, Ariana Guevara, Awad Abdellhalim, Cam Roberts, Camellia Pastore, Danielle Panico, Jes Davis, Kase Poling, Lauren Surface, Maruf Hoque, Nathaniel Soss, Sara Wynkoop, Steve Matuszak, Susanna Rinehart, Tara Frank, Tim Lin

Absent with Notice: Conrad Briles and Jessica Nguyen

Absent: Amanda Coleman, Ariana Labat, Frank Shushok, Grant Bommer, Izu Elfaki, Jennifer Pike, Katherine Franz, Kayla Alward, Kimberly Smith, Miles Guth, Sabrina Sturgeon, Spencer Hamilton, Tahreem Alam

Guests: Alec Bradfield, April Myers, Erica Milgrim, Gina Tamburro, Hannah Kuneyl, Heather Wagoner, James Bridgeforth, Kenlee Andreu, Scott Nachlis

Victoria Dashevsky called the meeting to order at 3:32pm. A quorum was present.

1. Adoption of Agenda

A motion was made and seconded to adopt the agenda. The motion carried.

2. Announcement of Approval and Posting of Minutes

- March 4, 2021

These minutes have been voted on electronically and will be posted on the university web.

3. CSA Announcements

- Last meeting will take place Thursday, April 29 @ 3:30pm

4. University Council and Commission Updates

a. University Council

Victoria shared that nothing related to undergraduate students was discussed at the last UC meeting. Minutes can be reviewed online at: <https://governance.vt.edu/>. At the next meeting scheduled for Monday, April 19, Kase will be presenting for first reading the UGS Board, or the USS and GPSS resolutions that CSA passed over the past weeks.

b. Academic Support Committee

Still has not met, no update. There have been discussions regarding the possibility of being off on election day next year. These talks will continue next semester, so more to come.

3. Old Business

a. Student Budget Board (SBB) Annual Funding

Alec Bradfield presented the resolution for second reading and made a motion to approve. Alec shared that if providing information to CSA is helpful, that he can plan to come back quarterly to share important info and answer questions. Screenshots shared during meeting are attached.

A vote was taken on the motion, and the motion passed.

4. New Business

a. GSA2020-21C

Graduate Student Budget Board (GSBB) Resolution

Maruf Hoque presented the resolution for the first reading. This resolution establishes a Graduate Student Budget Board.

b. CISO Constitution

Victoria presented updates to the constitution for the first reading.

c. CSA Next Steps – Victoria Dashevsky

Victoria clarified that CSA will exist and will be a functioning commission for 2021-2022 AY. This is also true for USS, and the commission within USS that will eventually be established by the President's Committee on Governance.

Victoria shared it has been decided that moving forward CSA will only meet once a month. The transition to a new commission reporting to USS will occur over the 2022-2023 AY.

She reiterated that the purpose of CSA for fall 2021 is to assist the Undergraduate Student Senate (USS) and Graduate and Professional Student Senate (GPSS) with their resolutions; continue to assist with University Chartered Student Organization (UCSO) constitution changes; and continue to support Student Budget Board (SBB). In addition, CSA will be working closely with USS and GPSS on student issues and advocacy.

Victoria went onto say that since USS has UCSO senators on it, and CSA is made up of UCSO members – that the hope is the representatives of USS and CSA are the same, as that would be beneficial for continuity and ease of transition when CSA eventually dissolves.

Discussion was had about UCSO senators for USS including/not including programming groups such as: The Big Event, BSA, Homecoming, etc. Victoria shared CSA will be voting in the chair for the upcoming academic year at the next meeting scheduled for April 29; and she ran through the process of how this will take place. In the fall, the Vice Chair will be elected by the new chair and new CSA body.

5. Student Budget Board (SBB) Discussion

a. Heather Wagoner wanted to circle back on if CSA wanted to have a discussion regarding the \$425K SBB surplus being allocated to Dining, or if SBB prefer it be carried over into next year. Victoria entertains a motion if CSA members want to vote to bring it back to the table for discussion. A vote was taken on the motion, and the motion did not pass.

b. Motion was made to have a discussion on voting on a strategy of what to do with the SBB overage, roll over of funds. There was a discussion on potential ideas for the use of the overage of the Student Budget Board allocations

6. Adjournment

There being no further business, a motion was made to adjourn the meeting at 4:21pm.

Last meeting is Thursday, April 29 @ 3:30pm.

| <u>Current Overview of Funds</u> | | <u>Notes/Description</u> |
|--------------------------------------|----------------|--|
| Contingency Account | | Where any unallocated or carryover funds are housed. |
| Current Balance | \$ 398,903.17 | |
| Amount Needed to Infuse 21-22 Budget | \$(344,007.45) | <ul style="list-style-type: none"> - \$110,000- used annually as carryover to infuse the budget. - \$140,000- used to bring the RSO pot to \$600,000 - \$25,000- used to establish a UCSO Contingency - \$13,611- used to increase the UCSO Allocation for 21-22 - \$61,396.45- used to cover the 5% cut to the FY22 budget |
| Administrative Account | | Used to pay for Student Legal Services and this year was used to pay for projectors to rent for classrooms and COVID supplies. |
| Current Balance | \$ 4,483.51 | |
| UCSO Contingency Account | | UCSOs can ask for additional funds beyond their Annual Allocation from this account. |
| Current Balance | \$ 17,200.00 | |
| RSO/USLP Allocation Account | | Used to allocate funds to RSOs and USLPs |
| Current Balance | \$ 417,117.72 | - Includes \$300,000 that was not allocated to dining |
| Amount in Pending Allocations | \$ (13,132.00) | - Inclusive of funds that have not been transferred and tabled requests. |
| Safety Net | \$ (5,000.00) | |
| Amount Allocated to GSBB | \$ (50,000.00) | |
| Total of Unused | \$ 425,564.95 | As of 4/12/21 at 12:19 PM |
| Possible Allocation to Dining | \$(300,000.00) | |
| Total Unused with Dining Allocation | \$ 125,564.95 | |

Student Budget Board, Proposed 2021-2022 Appropriations Strategy

| <u>Funding Available</u> | |
|-------------------------------------|-----------------|
| University Budget Office Allocation | \$ 1,166,019.55 |
| Carryover known F20 | \$ 644,007.45 |
| Additional Unused from FY21 | \$ 125,564.95 |
| Total Funds Available | \$ 1,935,591.95 |

| <u>Description</u> |
|---|
| Amount given to SBB from the Budget Office (reflective of 5% cut). |
| Large amounts of unused funds due to COVID in FY21. Generally, the Board uses \$110,000 in known carryover each year. The current amount is being used to cover a 5% cut in the overall budget and given we have unused at the beginning of the year verses the end, when we pull back funds, we are front-loading the budget in order to best support students and orgs for next year. (This includes the \$300,000 that was not allocated to Dining.) |

| <u>21-22 Appropriations</u> | |
|---------------------------------|-----------------|
| The Source | \$ (9,000.00) |
| Student Legal Services Contract | \$ (77,000.00) |
| UCSO Annual Funding Allocation | \$ (796,881.60) |
| RSO/USLP Funding | \$ (600,000.00) |
| UCSO Contingency Funding | \$ (25,000.00) |
| Total 2020-2021 Appropriations | \$ 1,507,881.60 |
| Total Remaining | \$ 427,710.35 |

| <u>Description</u> |
|--|
| Funding for Operations for The Source. For the past 3 years we've allocated \$15,000 and have not used that funding in total. After review with AD, Student Orgs, it was decided that \$9000 is more reasonable. |
| Contract for Diana Miller for grad, undergrad, and student org support. |
| Allocated through Annual Funding process in Spring 2021. |
| 25% of total allocation pot (\$600,000) will be used for conference and competitions. - 15% to competitions - 10% to conferences |
| Continue to disseminate funding widely and allow for funds to be spent on programming. The total RSO/USLP Funding Allocation will be split 50/50 between Fall and Spring. |
| Used for unforeseen expenses for UCSOs that may come up throughout the year. |

| <u>Return/Carryover Allocations</u> | |
|-------------------------------------|------|
| RSO/USLP Funding | \$ - |
| UCSO Contingency | - |

| <u>Description</u> |
|---|
| Usually bringing RSO/USLP Funding to \$600,000 and creating a UCSO Contingency are done with returned funds. Given we already know returns exist, we moved this to Row 5 (front end). |