



USUAA Assembly Meeting
March 27, 2009
Student Union, Den, 3:00 PM

1. Call to Order 3:12 PM
 - a. First roll call

[X] President Wing	[X] V.P. Hernandez	[X] Speaker McGrane	[X] Pro Tem Buchholdt
[X] Sen. Amico	[X] Sen. Breyer	[X] Sen. Cassidy	[X] Sen. Elkins
[X] Sen. Gaina	[X] Sen. Givens	[A] Sen. Grubbs	[X] Sen. Guerra
[X] Sen. Hice	[X] Sen. Murrell	[X] Sen. Roulet	[X] Sen. Stefanovich
[X] Sen. Tran	[X] Sen. Vanderwall	[A] GCRep. Phipps-Graham	[-] RHA Rep. VACANT
[A] GSA Rep. Robinson	[X] Club Council Rep Yan	[A] GRD Peter Finn	[X] PRD Zach Liszka

- b. Approval of previous minutes

- i. March 20, 2009: Amendment to pg 3 Assembly boards, #5 Q: Breyer. "Aviation has asked for a ballot box for the past two years" . . . "students typically are not on campus for the first two years of their program." Minutes approved as corrected.

Motion to move into Concert Board, Media Board (KRUA and Northern Light) budgets. Second. Move into budget presentations.

Advisory Votes for Concert Board; Media Board (KRUA and The Northern Light Budget Presentations:

The Northern Light- Eliminated budget for celebration and hosting guest speakers. Printing costs have gone down, next year will be printing to a single section paper, with no color, more in depth stories. Ads revenue can go either way with the economy. Anticipating 60% content; 40% ads. As opposed to FY09 20% ad space, this will cover overhead. Q: Senator Stefanovich: Increase in staffing? A: Long hours, by increasing staff and personnel we hope to put people on stories long for better content. Sen. Gaina: Carry over from last year, not projecting carry over for FY10? A: If I can use it for the benefit of students who pay their fee, I will use it without a carryover. **Advisory Vote: 16/1/0**

Concert Board- Senator Elkins- Presentation for FY10 budget: goal is to have one show per semester. Conferences travel support, National Association for Campus Activities. ASL interpreters, Acapella Festivella, Kickoff, performers and guest speakers. Due to fee increase, this should be a little more. Duplications, advertisements budgeted. Contractual services; food décor for welcome packages; supplies and commodities, promotional items, special projects fund is 15% of students fees; no fees projected for rollover. **Advisory Vote: 14/0/0.**

KRUA- Annie Route advisor- Question: Senator Stefanovich- Not an overall operations budget question, why does the booth show in the Student Union happen while noon music is being played and can only be heard a few feet away? Annie Route- The booth is well used for training purposes, time is available there, yet not everyone wants to be seen while broadcasting. Booth doesn't have all the option the main station has. The booth has been a conflict for noon music on Wednesdays from 11:30 – 1:30pm, hopefully it works well other times. **Advisory Vote: 16/0/0.**

Hinkley Cahill: In past years, this assembly has written a resolution stating this assembly supports these budgets to go forward with the full UAA student fee package through an advisory vote. Speaker: We can take care of that next week.

2. Communications

- a. Persons to be heard

- i. Speakers from the floor- None present

- b. Advisors

- i. Administrative Assistant-Anita Bradbury- no report.
 - ii. Assistant Director of Student Life and Leadership-N. Hinkley Cahill-Express thanks to Finance Committee, very impressed and proud. Your budget will be the first to go forward from any other MAU's. Please take this seriously and stay focused.

- c. Reports

- i. Standing committees

1. Rules-Senator Hice: Sub-committee updated us on the status of the infraction and the decision will be announced later this week. Absences please turn in your forms, or you may email.
 2. Finance- Senator Hice: Budget Presentation FY10.
Academic Affairs: Received a increase for Late Night Tudors annual event now.
Activities: Ice Cream Surveys is now an annual event.

Board of Cultural Awareness: Receiving same amount. GSA requested originally \$9000, Finance explains why USUAA does not fund them that amount, due to amount spent up to cycle 8.

Club Council: was not cut; it is up to Club Council to cut.

Executive: cut from travel money and PRD/GRD contingency money was cut because there are no rules or regulations on how those positions get that money.

Election Board: budgeted more appropriately, and received an increase for advertising.

Graduate Student Association: same as FY09.

Leadership: cut from service awards by 50%.

Legal Services: stays same as FY09

Legislative Affairs: Increased to do Legislative luncheon due to proper documentation for the budget.

Operations: Payroll/benefits for Administrative Assistant for USUAA and 50% funding for Administrative Assistant for Student Clubs and Greek Life.

Sustainability: Decreased due to the committee cutting back on event costs.

Travel Board: Increased funding from accountability and amount of student s seeking grants.

Projected revenue same as last year minus the locker fee rentals; legal services fees are the same. \$35,000 Fund Balance projected. \$21,300 is the 'bubble' to cover us in case USUAA does not receive \$215,000.

Is there a request to go through committees' budget?

Question: Senator Stefanovich- In the past two weeks USUAA has given GSA money for two annual events, would they come back and ask for the money? **A:** GSA said they can run off the \$7600 USUAA budgets for them, they are hoping to receive more funding from the Graduate School to cover costs they requested from USUAA this year. **Q:**

Senator Gaina-Can we receive the updated version without the mistake? **A:** One change needed to be made; Travel Board did not pass legislation to receive services awards, as was previously informed, that line item was removed. **Q:** Senator Gaina- Under

Leadership, thought we were cutting the service awards? **A:** Finance left the original figures for future knowledge off to the side for finance committee members to understand that this is what the budget could be as it is noted, and for BOR to see that we have cut the service awards. **Question:** Comment: Hinkley Cahill: Could we make a

recommendation that per bylaws this is the available amount per semester, FY10 mandates this amount e cut in half. **Q:** Senator Gaina: Can we see the changes in

Activities that were made? **Q:** Senator Gaina: Like the chair of Activities to explain why Homecoming didn't get full funding, even though we had discussion about the event in the minutes? **A:** Senator Murrell- We switched locations back to Native Heritage Center

for \$750 instead of the Dena'ina Center at \$2400 due to cuts, if we get the funding for it in FY10, it is possible to switch locations back. Not really a huge cut because we have a Commodities line item for catering \$2000, so the total budget is about \$200 higher than FY09. **Q:** Senator Gaina: So the chair is budgeting for catering and security, but not as

much for a facility despite the activities committee as a whole making these changes? **Answer Senator Hice:** It was not the chair of Activities who made the changes it was

Finance; Senator Murrell was present during Finance meeting which was fortunate that we were able to still accommodate appropriate funding for this event. **Q:** Senator Gaina:

It doesn't look logical to me to have \$3000 for security and catering and not have enough money for a facility, even though a bill can be written for additional funding, you cannot

really change the location, the person in charge of Homecoming will have difficulty due to time restrains on contracts being put into place over the summer. If there is not enough money budgeted it takes longer to secure a location by contract, while waiting to pass a bill for appropriate funding. **A:** Senator Hice: It would have been helpful for Finance to

have that information during this process; instead Finance had to work off of what information was provided to Finance. **Comment:** Senator Gaina: The total budget for the Homecoming event FY09 was available to the chair of Activities and the total budget for

Activities committee was not brought to the committee members before it went forward to Finance. Suggestions were not able to be heard on this issue, however before this

meeting I made the suggestions to the chair of Finance saying that I don't agree with these changes because I didn't know changes were made. **POI:** Senator Roulet: Was

there a question in there? **Speaker:** more of a comment on the record.

Speaker: Do we need to go through every budget? **Comment:** Senator Buchholdt: I don't believe we need to go through every committee budget. However, under operations budget in FY09 under staff benefits, when compared to FY10 there is not nearly as large

of a chunk going to staff benefits, why and is it being covered somewhere else? Answer: Hinkley: May I see the FY09 version you are viewing? Looks as though we are only budgeting half of the Admin Assist for SCGL and none for Admin Assist for USUAA. Senator Murrell: Motion to take a 10 minute recess. Second. 3:49 PM.

Meeting called to order: 4:14 PM

Hinkley Cahill- Thank you Senator Buchholdt, there was an incorrect formula used to calculate that line item. Now we are looking at close to \$40,000 for staff benefits which makes operations budget jump to \$112,000. This is more consistent with FY09 budget. Benefits always change, anticipating no annual raise due to the current statewide budget crisis; 1.75% increase is the only amount being calculated as opposed to the normal 4.3% increase. My sincere apologies as this effects the greater budget. Senator Hice- Since the number has drastically changed, the 'bubble' that Finance had is now negative. Finance is requesting we pull the budget and the resolution from this meeting to fix this problem and budget each committee. Mr. Speaker it has been requested that we go through individual committee budgets, if I may? Speaker- Proceed.

Senator Hice: presenting individual budgets.

ACADEMIC AFFAIRS- Questions: Senator Givens- Was the duplication and printing cut? A: duplicating (copying) and printing are two different things, Finance cut from these line items per activity. We now have to find an additional \$9500 in the budget. Finance will highlight what changes were made and send it out for all to review prior to next weeks meeting. Q: Senator Gaina- Any funding for Late Night Tudors from Chancellor's office from the recommendation we put forward, was it rejected or not answered? A: Not answered, yet.

ACTIVITIES- gone over.

BOARD OF CULTURAL AWARENESS- Finance requested the committee cut their own budget.

CLUB COUNCIL-detailed budget transfer line.

EXECUTIVE-Question: Stefanovich: \$3000 for mentorship program binders, please explain? A: VP Hernandez: One time only cost for binders and materials inside. Q: Senator Roulet- Can this be done in a Bill? A: VP Hernandez: We want it to be accounted for as a pose to be a piece of legislation, more assurance that the project would be completed. Q: Senator Gaina- Suggestion to make CD's instead of hardcopies as departments does for training staff purposes? A: VP Hernandez: Great suggestion, however the binders will be more effective, lost binders or unreturned assembly member will be charged a fee for replacement.

ELECTION BOARD- Question: Senator Cassidy- Miscellaneous Contractual Services for miscellaneous funds need to verify. Please explain? A: Senator Hice: Service awards for Election board, which was left there for the Bylaw coming up in this meeting, so it is highlighted to be included upon assembly passing it. Q: Senator Stefanovich: Misc Transfers, what is that under 8453? A: Hinkley: Pollsitting for student clubs and organizations. Q: Senator Gaina: \$3000 Contractual

Professionals for speakers, line 22? A: Hinkley: Cost for tabulation of ballots each semester for their software updates, we didn't have to pay this year, but we have to budget it as we ask e-media to do use the scantron for a non-academic purpose.

GSA- Q: Senator Guerra: Please elaborate on 3017 honorarium? A: Senator Murrell: Honorarium for symposium guest speakers. Q: Senator Gaina: Would anyone support if we eliminate the service awards. Speaker- Side note to chair for finance for their meeting.

LEGAL SERVICES-Q: Senator Guerra: 3991 is for hat? A: Senator Hice: Parking passes. Q: Senator Roulet: This budget was emailed out last week, all these questions have been extremely easy to answer, I like to ask that we limit the questions, if you haven't asked by now you can wait till after the meeting or just not at all. Speaker: we are doing well, and happy to have the questions. Q: Senator Stefanovich: I like to encourage assembly to ask the questions, it is better to ask then not and find mistakes later after we have passed this budget, so please do your jobs. Senator Hice: can we move on? Speaker- We are.

LEGISLATIVE AFFAIRS-Q: Senator Gaina: line 14, Alaska lobbying travel? A: Senator Hice: Juneau lobby trip.

OPERATIONS-Q: Senator Guerra: How was that calculated? Hinkley- Each position at the university has a certain calculation and the correct classification that reflects both admin assistant positions has now been adjusted. We pay 61.1% of the base salary for benefits. The previous formula was set to only calculate 6.1%; that is the great change.

Annual rate for raises is under the benefits. Q: Senator Guerra: Phone rental charges? Hinkley: 6 lines (1 fax line) per month. \$11.44 x 6/month, plus a long distance charge of \$5 for the whole year.

SUSTAINABILITY- No questions.

TRAVEL BOARD- Q: Senator Guerra: Does Travel Board any system for airline mileage? A: Senator Hice: Students book their own travel and USUAA reimburses the student after they return for their trip.

Speaker: Finance will take up the budget deficit as discovered out of Operations which will be adjusted and the budget will be presented next week for the assembly to vote along with the resolution. Q: Senator Breyer: Can I assume there will be minimal changes to the budgets? Senator Gaina- Motion to table budget and resolution back to Finance for modifications and bring back next week. Second. Tabled.

Senator Murrell- Anyone who has concerns/questions, 4 PM Finance Committee meets, please come to finance and ask your questions. Senator Breyer: Finance is given the privilege and the duty that they will bring forward but this assembly has to pass through us and we do need to ask questions, this is the time to do so. Hinkley: Do not stop asking questions, that is how we caught a huge error. Sarah Drummond: It would be nice to save time and ask questions prior. Senator Cassidy: We certainly had to scrutinize the budget even more after the oversight if for no other reason than to catch additional mistakes, it is important that we continue to maybe give suggestions on where we could trim so we don't let that much money slip through our hands again. Senator Givens: Some of the simple questions as of what is this, instead of tabulating should be ask prior. Speaker: We must move on. Senator Hice: Finance meeting is important for you to meet with us. Lack of participation with emails and attendance was low, emails are addressed in the meeting, please email recommendations if you are not able to attend.

3. Legislative Affairs: Senator Roulet: Met Tues at 2:30 PM, discussed postcards, Advancement said they would not pay for postage so we are instead doing a petition for AAIP. Juneau advocacy trip application process, making changes. Event with Leg Lunch and changes for next year. Q: Senator Hice- Didn't advancement already pay for printing? A: Senator Buchholdt: Advancement printed the picture on one side but not the postage, which was intended. Q: Senator Hice: Where the postcards thrown out or returned? A: They were returned. Senator Guerra- the left over cards will be passed out to students.
4. Student and Academic Affairs- Senator Gaina: 13 minutes left to turn in the applications for the scholarship. Task force for Faculty Relations, 2nd week in April for the assets.
5. Activities- Senator Murrell: Discussed what is left in the budget and new projects, movie night, snacks at Late Nights. Senator projects.
6. Sustainability- Senator Stefanovich: Thank Finance for their work on the budget. What to do with budget for this semester. Spring campaign, Indian woman speaker. Formed a Blue Ribbon investigatory panel to address ways the university can help students be more sustainable, a report will be presented to this assembly.

ii. Representatives

1. Club Council- Rep Yan: Budget cuts, effective solution to the last of the cuts. Working well with the proposed budget and the rollover from last semester. Recognition for clubs most active. Sarah Drummond, Chair will set in after I leave. Kyle leaves at 4:51 PM. Sarah D sets in.
2. Greek Council- Rock, paper, scissors went well. Stuck at the airport, yield the floor to the advisory Jill Taylor. Jill Taylor: Today the chapters are putting together presentation/review process awards for April.
3. Resident Hall Association- Senator Tran: *UAA Got Talent* April 10, 5-10 PM in Commons. Elections for the board next month for fall semester. Collaborating for tread mills with TJ Miller.

iii. Assembly boards

1. Graduate Student Association- Rep David Robinson: Symposium April 10. Broad range of topics. RH 110. Q: Anita- rename of symposium? A: Graduate Studies and Research Summit.
2. Concert Board- Brand New/Get Up Kids concert has been cancelled due to volcanic ash making travel impossible. Ticket for the Bryan Posehn are going on sale in the next few weeks.
3. Board of Cultural Awareness- Speaker read report: Kenya/WA- went well. Sri Lanka/Mongolia presentation and cultural luncheon. Tues 3/31/09, 12-2 PM.
4. Travel Board-Senator Givens: Due March 30, notification will be sent out by April 13.

5. Election Board- Hinkley: Met twice this week. Approved an updated version of the referendum packet. Approved the ballot. Discussed the final proof of the get out and vote next week in the TNL and candidate showcase. Student Union change, will be April 7 located in the upper hallway, absentee ballot only on Tuesday; Wednesday will be moved back down to the out cove and use the wolfcard scanner. Q: Senator Stefanovich: Distance for campaigning? A: 30 ft. from the station. Candidates will be sent an email to take all campaign materials down. The Den was not an option due to the location being hidden. Ballot boxes will be switched out on the hour to make hand count more efficient. Q: Senator Breyer: Currently there is no budget for the wiring in the Aviation Building to accommodate a polling station. A: Conversation between Student Life and Leadership and Student Electronic Services that if a wolfcard reader outlet were installed then it would open up the possibility for Student Activities to offer events on that campus, and if we get them on board, then Student Life and Leadership could pay for the reader access and would not affect USUAA's budget.
- iv. Directors
 1. Government Relations- Not present.
 2. Public Relations-Completed the BCA flyers and press releases. Power of awareness is going well, will be done next week.
- v. Executive reports
 1. Vice President- Plans for the last meeting; awards and recognitions, plaques are pretty expensive and may not be the best way to expend funds. Hope you got a cupcake for International Women's day.
 2. President- Active week, Anchorage Cocas met to discuss the budget support. Recognize GRD and Buchholdt, and other students at large who spoke. Senate Finance committee meet, budget for Integrated Science bldg, and AAIP where students are focusing. Positive feedback from the teleconference. Send a thank you to Interim Mayor Matt Clemen. Executive will meet after this meeting. Coalition deadline for the apps are April 1, Student regent status and the possible tuition increase for fall 2009. Parking Services Appeals board student appointment you may email Glenna Schoening at Glenna@uaa.alaska.edu.
- d. Appointees to UAA committees
GSA entered and gave report
3. Old Business
4. New Business
 - a. Budget Resolution-tabled for next week, further budget review.
 - b.Senator Projects-
Senator Gaina: Computer office policy, ITS gave the okay, if you have concerns please come and talk with me. USUAA committee with the DAC is being made into an official USUAA committee.
Senator Murrell: Ice cream surveys Apr 2 & 6. Sign up sheets will be emailed.
4. For the Good
 - d. DAC- Committee has a survey going out.
 - e. President Wing: UA President Hamilton will be on campus next Tuesday.
Hinkley: Four members of the assembly were a part of the leadership assembly, I encourage you to speak with them. A leadership endeavor closely being funded by the university.
Senator Breyer: Produce a play, April 3, street performers.
Senator Amico: UAA 4th Truman scholarship Dena Glick, UAA is one of ten schools to get win three years in a row.
Senator Amico dismissed from meeting early.
 - f. The cup- VP Hernandez: nothing in the cup. Personally thank Finance for your patience and effort.
5. Closing Roll Call

[X] President Wing	[X] V.P. Hernandez	[X] Speaker McGrane	[X] Pro Tem Buchholdt
[A] Sen. Amico	[X] Sen. Breyer	[X] Sen. Cassidy	[X] Sen. Elkins
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[X] Sen. Hice	[X] Sen. Murrell	[X] Sen. Roulet	[X] Sen. Stefanovich
[X] Sen. Tran	[X] Sen. Vanderwall	[A] GCREP. Phipps-Graham	[-] RHA Rep. VACANT
[X] GSA Rep. Robinson	[X] Club Council Chair Drummond	[A] GRD Peter Finn	[A] PRD Zach Liszka

6. Adjourn 5:26 PM