**S&A Budget Review Committee Meeting Minutes**

Date: April 12th, 2024

Location: Syre 216

* Alaina Hirsch – President, chair
* Kaleb Ode – Advisor

**Voting members present**

* Yusuke Okazaki - Associate Director for Intercultural Services
* Jovanka Wong – ASWCC Senator and ASWCC Event Support
* Krystan Andreason – ASWCC VP for Campus Advocacy
* Hans Nelson – ASWCC Executive Support Coordinator and ASWCC Senator
* Mariam Mohd – ASWCC Executive VP (minute taker)

**Voting members not present**

* Kerri B. Holferty – VP for Student Services

5 out of 6 voting members present, quorum met

**Meeting called to order at 3:15 pm**

**Approval of meeting minutes**

* Unanimous vote to approve 3/15 meeting minutes

**Approval of agenda**

* Unanimous vote to approve the agenda

**Old Business**

* The chair reminded the committee that at the last meeting, the majority of the committee has decided to go with selective reduction
* Discussion about lowering professional staff salary allocation and tutoring salary in the Learning Center

**New Business –** Budget Deliberation

Chair suggestion

* Removed 5% allocation off of the Associate Director for Student Life and Development and the Director for Athletics and Recreation. Suggested 5% so that when this is taken to the first hearing, it won’t be too much shocking; Moreover, the operational budget is already in a 1 million deficit
* Fund 30% for the Coordinator for Student Life and Development, not 60%. This position is currently vacant, that is why there is a big reduce in the allocation
* Clarification that the reason why S&A fee funds 100% salary for the Associate Director for Student Life and Development, and 40% for the Director for Athletics and Recreation is based on how often these positions interact with students.
* If the allocations are reduced, there is possibility that the positions may end up steering away from student services

Tutoring in the Learning Center

* Suggestion to increase allocation to $70,000 to keep the tutors and the space lively, and if the LRN doesn’t receive enough money, they may have to reduce working hours. Right now, WCC has the longest opening hours for LRN among other colleges in the CTC (Community and Technical College) system
* Tutoring may end us as a crutch for instruction, conversation should be brought up because why so many students need tutoring
* Discussion about whether this should be funded by the college from operational budget
* Clarification that maintenance is reduced due to increase in minimum wage

POD Leaders

* They have only started using their allocation in February
* Suggestion to fund only 70% because compared to others, this may not be a priority

Office of Student Life and Development

* Students have given feedback that too much money are spent on the Engagement Team’s events and activities
* Not like the athletes, OSLD student staff cannot fundraise
* Graphis design staff salary suggestion
* Lower funding because there can be many other ways to create graphics
* Maintain funding because graphics are the face of engagement
* Only fund 1 graphic design staff, not 2

Horizon

* This is expressed as an important organization for school journalism

Student Life and Engagement Team

* Do the Engagement Team members have to work every event? – Based on their availability, some will present to set up and some will take over to run the event

Balanced Budget

* $53,000 has been reduced from the initial amount, the committee members have tried not to pull from the reserve but it is acknowledged that they have to pull at least some amount
* It is stated that every organization and department should make some sacrifice, instead of only focusing on specific one

**Meeting adjourned**