Minutes: Official Meeting of the Graduate and Professional Student Senate Finance and Budget Committee  
April 10th, 2013

I. **Call to Order**  
Meeting called to order at 10:05 am

II. **Roll Call**  
Chairman Colin Bateson, Mechanical Engineering  
GPSS Treasurer Vera Giampietro, Landscape Architecture & Urban Planning  
Senator Evan Firth, Oceanography  
Senator Seyda Ipek, Physics  
Senator Finis Ray, Landscape Architecture  
Alexandra Kaufman, Nutritional Sciences  

   **Guests**  
   Tricia for VSA  
   Brian for VSA  
   Ribicca for ASA  
   Ramos for MSA  
   Josh for School of Medicine

III. **Approval of the Agenda**  
Approval of the Agenda passed unanimously.

IV. **Approval of the Minutes**  
Committee approved minutes from 3/8/2013 unanimously.

V. **Consideration of Special Allocations**  

   **Vietnamese Student Association**  
Tricia the Secretary and Brian the Webmaster presented for the Vietnamese Student Association. The purpose of the request is to help fund the Cultural Pageant, specifically the rest of the Kane Hall rental. VSA received the Wells Fargo Grant, which will provide for the Lion dance and equipment rental. Senator Ipek asked whether the request was only for Kane Hall. Tricia replied that, no their request is for all items in their application and depending on the funds provided by GPSS, they will prioritize where to apply the funding. Chairperson Bateson asked how many people they expect to attend. VSA usually expect at least 700 since it has been going on for 20 years. The purpose of the event is for graduates and returning alumni, a chance for people to connect with past and present members.

   Treasurer Giampietro asked what the expected majority of Non-UW attendance is. VSA gets people from other colleges, specifically Seattle University, as part of the general audience. SU is predominantly represented since it’s closer but sometimes VSA gets attendance from the surrounding area.

   Senator Ipek asked how VSA estimated graduate student attendance at 20%. The number was estimated because of the friends of members or students who attend. VSA Alumni ask officers for tickets and information.

   Chairperson Bateson asked how many people Kane Hall can hold. VSA replied 750. Treasurer Giampietro asked if VSA applied for ASUW funds. VSA answered yes. Chairperson Bateson
asked whether list represents all of VSA’s costs. The list does represent a majority of the costs, but VSA still has miscellaneous expenses.

Treasurer Giampietro asked whether VSA charges for entrance. VSA said, yes, that they charge based on levels of membership: VIP $20, General $25, Faculty and Students $15, VSA members $12. Treasurer Giampietro asked if VSA is using revenue from last year and this year’s ticket sales to fund the event. VSA answered yes, that some of those resources do go to the event, but that some is also used for club events. Treasurer Giampietro asked how much money is being carried over from last year. VSA has $2,000 left over from last year’s event. Tricia explained that the Female Cultural pageant costs more to produce. Treasurer Giampietro asked if the Cultural Night is primarily a fund raising event. VSA answered yes. Treasurer Giampietro informed them of their requirement to return a portion of the funds if the event is revenue generating. Chairperson Bateson asked what the total budget for event is and whether $2,400 seemed about right. VSA answered yes. As part of the Pageant, there is also a scholarship event. 1st place $1500, 2nd $500, Cultural girls $300, Congeniality $300, Commerce $300, also expected to participate in VSA event community and UW community and after the year ask that they keep in touch with us. $2400 doesn’t cover other stuff like crowns, dresses, cultural wear.

There was a question of whether the cost is more than $2,400. VSA answered yes. There was a question as to the actual cost. VSA responded that it was expected to be about $5,000.

Members of the committee are inclined to fund 20% of $2,500, which is 500, that GPSS could fund the Kane hall rental. Chairperson Bateson asked whether they have other plans for fundraising. VSA plans to host a bake sale, and they are in the process of finding unique ways through a website through InternSushi. 50% of proceeds go to help out event. The last time VSA used InternSushi, they were able to raise $124.

**Senator Ipek moved to fund PSA at $540**

**Senator Firth seconded the motion**

**Motion passed unanimously**

*African Student Association*

Ribicca Mamuye presented for the African Student Association and described the annual event, AfroCarribean Night as performances from the motherland such as Caribbean dances, poetry, fashion show, and a video highlighting events through the year. This event is highly anticipated by the community and ASA does sell out shows. Last year the ASA did not sell out but only sold 450 tickets because the Somali students didn’t participate.

ASA is requesting funds from GPSS because ASUW ran out of money. ASA has met with Malik Davis, a UW Alumni who has agreed to pay for the Kane Hall rental. Lincoln Johnson has offered for the HUB to pay $1,100 for security. The amounts currently not covered are for speakers, equipment, and part of the security costs. ASA is also awaiting approval from the Black Student Commission, but they don’t know how much they will fund. After ASA receives all of the funding possible, they will pay for the rest of the costs from ticket sales. This year, most members couldn’t pay for member dues so ASA doesn’t have money from last year.

Senator Firth asked whether ASA was still expecting 350 to attend. ASA answered no, that this year they have the Somali students participating and will have more clubs represented and expect greater attendance this year, about 550-600 people.

Senator Ipek asked if ASA has already used $300 from last year. ASA was unable to use funds from previous year because ASA had to pay the HUB back from funds awarded.
Treasurer Giampietro asked if the request was for speakers. ASA answered yes. Treasurer Giampietro asked a follow-up question of whether there was anything else on the list. ASA will also use the funds to partially cover security, but it won’t be enough because these price quotes are from last year and shouldn’t change that much, but the difference is $858.

Treasurer Giampietro asked if speakers and security is what they need funding for. ASA answered yes.

Chairperson Bateson asked how ASA estimated the breakdown of attendance. Last year graduate students participated and invited their friends and this year ASA asked that they do the same. Chairperson Bateson asked a follow-up question of whether a large percentage of membership consists of graduate students. ASA answered that it was not large amount, but a good amount. Chairperson Bateson explained that there is a good chance GPSS won’t be able to give ASA all the money they are requesting, so the committee would like to hear about how ASA will fund other items. ASA has talked to its advisor about cutting costs, contacted Microsoft but waiting hear back, but not counting on it since corporations need something in it for them to provide funding.

Treasurer Giampietro asked what ASA would do if GPSS doesn’t provide funding and how ASA will make up the amount left over in their budget. ASA answered that they were hopeful for the BSC to help fund them, and they will supplement by using funds in the bank and through pre-sale tickets. ASA is also considering asking officers or members to personally contribute $200 each from their private funds.

A committee member asked about the price of tickets for this year. ASA answered that tickets will cost $10 for UW, $12 non-UW. A committee member asked if that is more than last year. ASA answered that it might have been $8 last year.

One committee member commented that if the request were fully funded, that funding per person would be higher than the committee has ever funded. Treasurer Giampietro state that considering how much the committee has left, it might not be a good idea to go much higher than $500 per group, but that it is hard to settle on exact figure.

**Senator Firth moved to fund ASA at $500.**
**Senator Ipek seconded the motion.**
Motion passed unanimously.

**Micronesian Student Association.**
Breann Ramos presented for the MSA. The MSA has been an RSO for 17 years and of those 17 the MSA has hosted a Micronesian Night for 16 years. While the HUB was being renovated, MSA hosted the events off campus specifically at Seattle University in conjunction with their Chamorro Club. This is MSA’s first year back hosting the event in the HUB and they expect 400-500 people at the event. The Micronesian Night is a cultural performance in which they provide dinner for attendees and have live band.

Senator Ipek asked about the cosponsorship amount of $7000 that is already secured and asked whether the total cost is $9000. Breann answered yes, that is correct. $7000 is already funded and the totals from the submitted form are different because the HUB reservation cost went down.

Senator Firth asked if MSA charges admission. Breann answered yes, that they will charge $18 for general admission, and $13 for UW alum and students, and $8 for children.

Treasurer Giampietro asked about the 50% expected attendance that is non-UW and whether that is from other universities or families. Breann answered yes, that the estimate is from the
general community. Treasurer Giampietro asked a follow-up question of how the MSA would make up the difference. MSA is still doing fundraising and in addition the food hasn’t been bought and they are currently overestimating and working with HUB kitchen to cut down on costs.

Senator Firth asked if MSA charged admission last year and whether there are funds leftover from last year to put towards this year’s cost. Since the event last year was held at SU, most of the money went to them. Breann said that the MSA got some funds from pre-sale but not from the actual day of revenue.

Senator Ipek clarified that GPSS cannot fund food. Breann said that the MSA understands and they are hoping to use the funding for sound equipment since MSA is using a third party.

Treasurer Giampietro asked if their quote is current and up-to-date. Breann answered that the quotes are current. As a follow-up question, Treasurer Giampietro asked about the charges for setting up on Friday. Breann said that yes, the charge was for setup. Treasurer Giampietro asked if the banquet set-up was being charged for both days. Breann answered yes, that they set up on Friday so they can decorate. Treasurer Giampietro stated it is hard to decide on appropriate level of funding because of the amount of graduate students.

Chairperson Bateson asked whether they have a plan in mind for filling in rest of funding. MSA has fundraisers planned with Menchies and hopefully some of the food and decoration costs will go down once they actually make the purchases. MSA has funds from their organization account to use to fill gaps, and they are reaching out to the community for more support.

Senator Ipek asked for clarification on where $7600 funding come from entities listed on page 5 of the proposal. The MSA received funding from Student Life and NAPA, Pacific Student Islander Commission and various UW sponsors.

Chairperson Bateson asked if, based on the proposal, if the committee had an amount in mind. $10/graduate student is very high.

**Senator Firth moved to fund MSA at $250.**
**Senator Ray seconded the motion.**
Motion passed unanimously.

**School of Medicine**
Joshua presented for the School of Medicine. Joshua provided background information on the Medical Student Association. The MSA currently has 60 RSOs that have different interest groups. As it currently stands, there is no way to communicate with 1st year sites that are located in Washington, Wyoming, Alaska, Montana, and Idaho (WWAMI sites). There is a huge disconnect where 1st years are missing out on potential leadership opportunities because of limited access at sites for AV which is controlled by administration. The goal of this request is to give power back to MSA students at sites, to be able to teleconference into meetings. This request hasn’t been funded by the department because the budget has been stretched too tight and MSA has no funding. MSA would only be able to afford three units. MSA got feedback from all sites and from the poll of 1st and 2nd year students, the results showing that 25 are in favor of AV equipment and an X box at the Seattle site. The equipment is not for academic use but for student group use.

Senator Ipek asked why the MSA needs three units and if the three are for UW. Joshua stated that one is for Seattle, and that the MSA has not yet decided where the other two would be placed. Wyoming and Montana expressed interest. The goal is to show administration that satellite sites are communicating.
Senator Ipek asked if this is departmental or RSO funding. Joshua explained that WWAMI is under the umbrella of the School of Medicine. Follow-up question from the committee: Is the MSA an RSO? Joshua explained that the MSA has RSO status but has not operated under that status. The MSA uses that status to make room reservations. Senator Ipek stated that there may be an issue of Departmental or SAO funding and that the committee would have to look into it.

Senator Firth asked why the MSA is getting a conference cam with such a good quality microphone and a separate recording microphone. Joshua stated that current MSA president and other AV guys determined what would be the best equipment. He would have to contact the president to find out the logic behind the decision to buy those microphones.

Senator Ipek stated that if GPSS decides to fund the microphones, the committee shouldn’t fund the Xbox as well at $1400. The MSA proposal includes the pelican case, but there are alternative cases which would be cheaper.

Treasurer Giampietro asked if MSA was funded recently or at any point in history. Joshua didn’t know, but that he is trying to change that trend toward more involvement of the Medical School with GPSS.

Chairperson Bateson stated that not all of the items are going to cost $1400 so it would be up to MSA on how to use those funds. Funding would be contingent on whether MSA can send the items away to a satellite site. Chairperson Bateson also clarified the requirements that MSA will need to put a GPSS sticker on their equipment.

**Senator Firth moved to fund School of Medicine at $1400.**
**Senator Ray seconded the motion.**
**Motion passed unanimously.**

VI. Travel Funds/Grants

Treasurer Giampietro explained that the F&B committee needs to review the proposed travel grants process and finalize the application and review system. F&B should also do the same thing for the Special Allocations application form, separating from the ASUW application process. Treasurer Giampietro expects that the committee will run out of money by the end of the next meeting, and if the funding applications are out of the way, the committee can work the rest of the quarter on transforming process.

As it stands the Finance and Budget committee has enough money left in departmental allocations. There was some discussion of whether the committee should transfer funds from one allocation to another. It was agreed that, no the committee should not move those funds, since right now the committee is funding undergrads and would like to have grad student departments in the queue.

For future meetings, the committee will ask RSOs requesting money to come in with a total budget so that the funding process is more consistent.

Senator Ipek made an announcement regarding the funds awarded to her department. Her department bought items for their lounge but they didn’t spend all of the $550 and still have $120 left. Senator Ipek asked about saving those fund for next year. Treasurer Giampietro and Chairperson Bateson were not sure what the policy is, and will have to ask Rene.

Committee mememrs stated goals of catching up with departments on how funds have been spent, as per committee guidelines.
VII. **Adjournment**

Meeting adjourned at 11:11 am.