



## Finance & Budget Committee

### 2018-2019 Meeting Minutes

Friday, April 5, 2019, 11:30am  
HUB 314: GPSS Board Table

#### PRESENT:

Robby Perkins-High – Treasurer; Committee Chair, Evans School  
Jasmine Chan - Budget Specialist, Staff  
Varun Kao, GPSS Senator  
Sierra Abidi, Finance Director for Diversity Committee  
Alex Thompson, GPSS Senator

#### NOT PRESENT:

Shane Schrader, GPSS Senator  
Ted Cohen, GPSS Senator  
Zhiyun Ma, GPSS Senator

#### GUESTS:

Alyssa McClure  
Kenneth Rice  
Ashritha Dsouza

*Robby called the Meeting to order at 11:41am.*

#### OVERVIEW

*Jasmine* gave each member an agenda and package containing application materials and the previous meeting minutes.

*Robby* welcomes our three guests to the meeting.

*Robby* welcomes Sierra, serving as proxy for *Zhiyun*.

1. Call to Order
  - a. Approval of Agenda  
*Varun* moves to approve the agenda. *Sierra* seconds. No objections. Agenda approved.
  - b. Approval of Minutes 3/15/2019  
*Varun* moves to approve the minutes. *Sierra* seconds. No objections. Minutes approved.
2. Academic Conference Funding Structure



*Robby* states that in the Fall, the Committee made recommendations and approved funding for the Academic Conference out of the Special Projects Fund at a maximum of \$3,000 of which \$880 was fixed for set fees and \$15 per participant for flexible costs with 150 maximum participants. The structure of the event has now changed. There is no longer a poster session and there will be 30 to 31 presenters throughout the day with the goal of attracting participants to come watch presentations. Based on the previous funding structure, the Committee would be funding \$1330. *Giuliana*, GPSS President and sponsor of the Academic Conference, has secured external sources of funding to cover the cost of food. Currently, the funding gap for the Academic Conference is \$470. This amount will enable a hosted reception. The ask is for increased funding.

*Sierra* seeks clarification that the \$15/head is no longer something that needs funding. *Robby* states that the structure of the conference has changed significantly from the time that the Committee awarded Special Projects funds. The previous assumption was that there would be 140 people presenting at the conference through a variety of means. Now, there will only be 30 presenters doing larger presentations.

*Sierra* asks if the \$1330 is already approved and that the total budget gap is \$470. *Robby* confirms that this is the case.

*Robby* clarifies that there are a few options from the Committee's Conference-funding perspective: cut the reception (do not approve more funds), have a partial reception (approve more funds but less than \$470), or approve a reception (approve additional \$470). The option of approving the reception brings the total funding to \$1800.

*Varun* states that the decision the Committee faces is not the \$1330 that is already set, but the \$470 concerning the reception.

*Sierra* observes that if the Committee looks at the previous decision where the expectation was \$15 per presenter where 140 presenters were expected, it seems reasonable to fund the \$470 because there are funds from other sources secured and the total is still significantly smaller than the original award amount.

*Varun* states he is in favor of funding the Academic Conference at \$1800.

*Varun* moves to fund at \$1800. *Alex* seconds. *Robby* recalls more information. *Varun* withdraws his motion.

*Robby* clarifies that the \$470 is the projected cost of the full reception.

*Robby* to entertain a motion to fund the full reception for the projected event total of \$1800. *Varun* so moves. *Alex* seconds. No objections.

**VOTE: *Robby*, *Varun*, *Alex*, and *Sierra* vote YES. *Jasmine* abstains.**

### 3. Special Allocations Presentation: Taiwanese Student Association - Night Market



**Presentation:**

The Taiwanese Student Association is a student organization that is a group of people who want to celebrate Taiwan's culture and does not limit participation to just Taiwanese people: anyone can join and anyone can be an officer. Night Market is a re-creation of a traditional Taiwanese market with food vendors, performers, and craft vendors. Participation is not limited here either. The point is to get as many people participating as possible. Volunteers for the event come from high school and college students. Marketing will include around Seattle outside of the University. Last year, the event hosted 9,000 attendees. This year, the expectation is for 10,000 attendees. TSA is asking for sources outside of UW that are being tracked by the sponsorship team. The bulk of the revenue will come from vendors renting space (boothing fee). The event is diverse and everyone from everywhere are encouraged to engage.

*Alex* asks how much has been collected from vendor fees. *Presenter* states \$13,000.

*Sierra* has a point of interest for the Committee: as Finance Director for the Diversity Committee, *Sierra* has access to additional information and wonders if it is appropriate to bring that information or ask questions from that information here.

*Robby* states that this is up to *Sierra's* discretion, but to bring up information pertinent to this Committee.

*Sierra* inquires about the number of vendors. *Presenter* states that the goal is to have 25-26 vendors. Currently, 20 have been confirmed.

*Alex* wonders if there is an admission charge. *Presenter* states there will be none. Participants must pay for food that vendors sell. Performances are free. There will probably also be movies this year.

*Sierra* inquires if there will be licensing for the movies. *Presenter* states they are waiting for official approval and that they are in contact with the providers.

*Sierra* seeks information regarding the profit from the event. *Presenter* states that profits from previous years are not consistent. Some years are slightly positive; some years are slightly negative. In the past, boothing fees were lower, but this year is higher and there is still the same amount of vendor participation. Thus, this year, the expectation is that there will be a positive profit at the end of the event.

*Varun* inquires if the booth revenue is on top of the quoted figure on the budget sheet. *Presenter* confirms.

*Robby* asks about graduate student involvement with the RSO. *Presenter* states that one of the advisers for their group is a PhD student named Ted Chen.

*Robby* seeks confirmation that the expected graduate student attendance is 1000 students. *Presenter* confirms.



*Sierra* asks how the RSO keeps track of attendance and Asian participation on behalf of Zhiyun. *Presenter* states that the participation is majority Asian and that attendance is tracked through their RSO officer, Christine Coop.

*Sierra* seeks clarification on how the Presenter knows that the majority of participants are Asian, whether there is a statistic on this. *Presenter* states that there is no statistic on this, rather this is based on what he has seen at all TSA events.

*Sierra* inquires to what extent did previous events achieve organizational goals on behalf of Zhiyun. *Presenter* states that every year, TSA hosts three events: a semiformal, a singing event, and Night market. The semiformal was record-breaking in attendance this year. The goal is to be a diverse RSO and thus encourage participation from everyone. This diversity is seen at their events.

*Sierra* adds clarification to her question regarding the achievement of fiscal goals. *Presenter* states that yes, they have been able to reach their fiscal goals.

*Robby* inquires about event marketing specific for graduate students. *Presenter* states that Ted Chen, PhD adviser, markets to his cohort. TSA also spreads the word using social media, around Seattle, and postering on campus.

*Sierra* wonders what any surplus funds is used for. *Presenter* states that in the past, there was not too much of a surplus and that if there is a surplus, this will go to the other events.

*Sierra* inquires about outreach events for K-12. *Presenter* states that the majority of the volunteers for any events are sourced through high school, amounting to about 180 volunteers. There isn't specific programming for people below high school.

**Discussion:**

*Sierra* asks of the Committee whether they ask applicants to make announcements about their events at Senate. *Robby* states that there are requirements for the groups in terms of advertising, but that this is not under the Committee's purview. *Robby* is including event information in his Officer Update.

*Robby* gives the Committee a funds update: \$3,930.50 is remaining. 7 more presentations are scheduled and 2 more are not yet scheduled. This leaves an average of less than \$500 per group.

*Alex* states that the vendor payment is interesting. With the constraints of the Special Allocations Fund, it might be better to partially fund the event. TSA does seem to have a lot of funding sources.

*Sierra* works through the budget sent to the Committee stating that the expected amount from vendors is reported to be \$33,000. The current amount of \$13,000 with the expectation of only 5 or 6 more vendors does not add up to this large amount. Regardless of the Committee funding the event, *Sierra* is confident that the event will be put on.



*Robby* states that if the numbers don't add up, then the application is tipped in favor of TSA needing more funding.

*Sierra* replies that this feels misleading and that the application seems incomplete given the \$20,000 gap. The event is great. The application is lacking.

*Robby* states that the event is not until May and that if the Committee has specific budget numbers it wants clarification on, then the Committee can ask them and vote on a funding decision next week.

*Varun* observes that the expectation of attendance is that for every 9 attendees, 1 person is a graduate student. This is less than figures for events the Committee has funded in the past.

*Robby* opens the table for a motion.

*Sierra* moves to table the funding decision to the next meeting. *Varun* seconds. No objections.

**VOTE: *Robby*, *Sierra*, *Varun*, and *Alex* vote YES. *Jasmine* abstains.**

*Robby* calls for questions from the Committee for *Jasmine* to relay to the Presenter.

*Sierra* states that her questions are: how much funding from vendors is confirmed; and, how much funding has been received from other sources.

*Varun* states that his question is: what is the graduate participation in planning and execution of the event.

4. Special Allocations Presentation: Department of Environmental and Occupational Health Sciences Student Advisory Committee - Worker Memorial Day

**Presentation:**

Worker Memorial Day is an event that has been put on for many years that is organized by graduate students in DEOHS and other graduate students in other departments of the School of Public Health. The event is to honor workers who have lost their lives in the past year, specifically those workers in King County. The event honors those individuals and recommits attendees to work upstream to understand the policies and social factors that lead to the outcome that everyone considers unacceptable. This year's theme is opioids. Current work in DEOHS is to understand how workers compensation at the State level can reduce the deaths due to opioids. The event is open to the campus community, and often many attendees do come from outside the university. This year there will be music in addition to the bagpiper. The event is a cool opportunity for students to go beyond the research that looks at the numbers and to bring the human side to the statistics. This is a powerful call for change that is necessary to have in conjunction with data-driven analysis.

There are four other organizers. The request of GPSS will fund the HUB room reservation. Funding from other sources are for other parts of the event.

*Alex* observes that the additional funding sources amount to an expectation of \$1,500 and asks if there is any information about the funded amount. *Presenter* states that the department's funds have been confirmed, union contributions are reliable, and the chair's contribution is secured.

*Varun* inquires about contingencies in the event that there is not enough funding from one of the other groups. *Presenter* states that because the space is most important, money would be shuffled around to ensure the room is available. The event is only a couple weeks away.

*Sierra* asks if DEOHS Student Advisory Committee does not get funding from one of the other groups, then what items would be cut from the budget. *Presenter* states that the organizers have discussed that the printing is not totally necessary. While there is a lot of tradition surrounding the event, it would be nice to have the food, flowers, and prints. However, these are all lower on the priority list, under the bagpiper and the space.

*Sierra* states that the event sounds like it is organized by graduate students for community impact and wonders what the impact is for the graduate students themselves. *Presenter* states that as a student in the School of Public Health, it is surprising how challenging it is for students to connect independently with the unions. This difficulty is discussed frequently and the event serves as a space to think more community-oriented. Throughout the event, students from different departments also meet. This fosters collaboration between departments and also can prompt research questions.

*Varun* inquires about graduate student-specific advertising. *Presenter* states that they will use list-serves at the School level and reach out to graduate students outside of Public Health but not on internal lists.

**Discussion:**

*Alex* notices that the requested amount is exactly how much they need, but is inclined to partially fund the event given the amount remaining in the Special Allocations Fund.

*Varun* states that from the application, it seems that DEOHS Student Advisory Committee is only applying for Special Allocations Funding and wonders if they can apply to the Diversity Committee. *Robby* states that there is not enough time for them to apply to the Diversity Committee and that Special Allocations Funding are the only source for them.

*Sierra* adds that it would be difficult for this group to get funding from the Diversity Committee, as the connection is not immediately obvious and that the Diversity Committee received \$7,000 in requests and only has \$2,000 to award.

*Alex* observes that there will be a lot of graduate students, about half.



*Sierra* finds the attendance reporting interesting. The application states that 120 attendees are expected with 60 graduate students and professors and 20 non-University individuals. This seems like a smaller community impact than was presented. It is great to get graduate students in a department to interact with the populations that their careers are focused on and put faces to the numbers, but the event does not feel like it is for the graduate students.

*Varun* states that the event feels like it is for graduate students in their department and operates as a thought experiment for their students to develop questions.

*Robby* states that in terms of comparable events, the Committee rarely ever sees larger graduate student-only events and does not think the Committee should exceed \$750, but that if the funding level goes below \$500 or \$600, then putting on the event would be difficult.

*Alex* moves to fund at \$700 then withdraws his motion.

*Sierra* digs into the room reserved for the event, noting that the room is the smallest room in the HUB.

*Sierra* inquires if the discount on the room rental is because the group is an RSO. *Robby* states that this is true.

*Sierra* moves to fund the event at \$600. *Robby* seconds. No objections.

**VOTE: *Sierra, Robby, and Alex* vote YES. *Varun and Jasmine* abstain.**

*Sierra* moves to adjourn the meeting. *Varun* seconds.

*The Meeting was adjourned at 12:29pm.*