



Finance & Budget Committee

2019-2020 Meeting Minutes

Friday, February 7, 2020, 11:30am
HUB 314: GPSS Board Table

PRESENT:

Shane Schrader – Treasurer; Committee Chair
Becky Tran - Budget Specialist, Staff
Danielle Brown, GPSS Senator; Committee Vice Chair
A.J. Balatico, GPSS Senator
Terrence Pope, GPSS Senator
Simon Crean, GPSS Senator

NOT PRESENT:

Ted Cohen, GPSS Senator
Jared Canright, GPSS Senator
Julia Overfelt, GPSS Senator

Shane calls the Meeting to order at 11:31am.

OVERVIEW

Becky gives each member an agenda, copies of last week's meeting minutes, Special Allocations Applications: Persian Circle's 11th Annual Nowruz event, Khmer Student Association's Khmer New Year Show 2020, and Bioscience Career's Adam Ruben event.

Danielle makes a motion to amend the agenda and move the first Special Allocations presentation before the approval of the agenda. AJ seconds. No objections.

1. Special Allocations Presentation: Persian Circle - 11th Annual Nowruz Event

Presentation

Nowruz is the Persian new year; it is very important in their culture and marks the beginning of spring. It's not just important to the Persian community in Seattle but also a great way to include anyone who is interested in their culture. It's also a great way to get graduate students involved in the community; especially if they are international students from different countries attending UW and do not have friends/family in Seattle, this is a perfect opportunity for them to connect to their community and celebrate Nowruz.

Questions and Answers

AJ asks about how they arrived at their requested amount of \$631.50.

Presenter says they split their budget based on what UW funds could go towards and split that difference with their funding request to ASUW's Middle Eastern Student Commission



Becky asks if Persian Circle has received funding from GPSS's Diversity Funds.

Presenter answers yes, but they do not know the amount awarded yet.

Shane asks if they expect to get the full amount from the ASUW Middle Eastern Student Commission.

Presenter answers yes.

Shane asks if the DJ is a local performer from the Seattle community.

Presenter answers yes, he's a well known Persian DJ.

Becky asks about the graduate student involvement with the event.

Presenter answers a lot of graduate students attend, but none are on the planning committee because the committee only has 6 people, and they don't have volunteers.

Danielle asks how they track the graduate student attendees in previous years.

Presenter answers that their number is just an estimate.

Shane asks about their ticket sales - do they usually make a profit?

Presenter says they rarely profit, especially after paying the caterer.

Shane follows up about their marketing plan.

Presenter shares they already posted on Instagram and Facebook and have sold about 100 tickets already. They plan to sell a total of 300 tickets, based on venue capacity. Previously, they've also printed out flyers and posted them around campus.

Danielle asks how long the event lasts.

Presenter answers for 3 hours.

Shane asks if they are pushing this event through other diversity based groups on campus.

Presenter says that this is their biggest event and since it's the biggest holiday in the culture - they solely host this event.

AJ asks if the event is on the actual holiday date because it's during the end of the quarter.

Presenter answers that the actual new year is a day before the event, but they chose 3/20 because it's the day finals end.

Terrence says based on the budget they're presenting, they would make a decent profit off ticket sales. Is there any other budget line item that they did not put on the budget sheet?

Presenter says their budget sheet is complete. All ticket sales go towards food since UW funds can't cover that expense.



AJ makes a motion to amend the agenda and move the second Special Allocations presentation before the approval of the agenda. *Terrence* seconds. No objections.

2. Special Allocations Presentation: Khmer Student Association - Khmer New Year Show 2020

Presentation

KSA serves to foster the professional and academic development of UW students as well as promote the Khmer culture within the community. In addition to what they do on the UW campus, they also partner with other KSAs from different universities to put on workshops or events to strengthen their Khmai identity. This Khmer New Year Show is a cross-generational event, open to the UW population as well as the general public and the local Cambodian community. They will have traditional foods, singing, dancing, and performances. KSA is a small, cultural organization on UW campus - they promote higher education in their organization and are in contact with graduate students to get them involved in KSA. They are requesting funding to help pay for the room rental, which has greatly increased from last year. They're hoping to break even on this event.

Questions and Answers

Becky asks about the graduate student involvement.

Presenter answers that there aren't any graduate students on the planning committee but they attend general meetings and help during outside events (i.e. Northwest Conference) as guest speakers and performance leaders.

Becky asks if they track how many graduate students attend this event.

Presenter says they do not have a way of tracking graduate student attendees but very few since the Khmai graduate student population is very small.

Shane asks about their plan to make up the budget and requested funds difference.

Presenter says they are looking into volunteer opportunities that will give them monetary donations and setting up a UW Together fund.

Shane asks if the presenter roughly knows the UW Khmai population and the breakdown between undergraduates and graduates.

Presenter answers they don't know about the UW population. But their organization has 30-50 members; and they're not sure about graduate students.

Simon asks if their \$8,000 ticket sales estimate is realistic.

Presenter answers yes, last year they made \$8,500 from 400 attendees. They plan to make more this year because they have been outreaching more this year.

Terrence asks about their plan to reach graduate students in general.

Presenter says they plan to ask the graduate students in their club first, and also ask GPSS.



3. Call to Order

a. Approval of Agenda

AJ moves to approve the amended agenda. *Simon* seconds. No objections.

b. Approval of the Minutes

Simon moves to approve last week's minutes. *AJ* seconds. No objections.

4. Discussions

a. Persian Circle - 11th Annual Nowruz Event

Simon mentions they listed a high graduate student turnout.

Becky reclarifies that they stated this number was an estimate.

Shane says that last year, GPSS funded them at \$600.

Danielle says that it's a diversity event, it's good for promoting graduate education.

Terrence thinks they presented and responded in a thoughtful way and really calculated how much funds they need, instead of requesting the full amount. *Terrence* also states that he is still unclear on their ticket sales versus budgeted amount though.

Shane points out that from his experience last year and this year, there seems to be a pattern where RSO's overestimate how many tickets they'll actually sell.

AJ asks, in general, how many organizations make enough of a profit to return the 15% funds back to GPSS.

Shane answers that we do not know. Currently, we do not reach back out to the RSO to confirm if they made a profit. But we did get funds back from an RSO last week. We function more on a good faith basis for this stipulation.

Terrence feels it's important to keep track of the continuity year to year to know.

Terrence moves to fund \$631.50. *Danielle* seconds. No objections.

VOTE: 5 vote YES. None OPPOSED. 1 abstains. Motion passes.

b. Khmer Student Association - Khmer New Year Show 2020

Terrence thinks there is something of value that there are graduate students involved in this community. But also, when asked how they plan to reach out to graduate students, they turned it back on GPSS.



Shane agrees that it is frustrating when we give them the information year after year, but nothing changes. Although, most of that is probably due to RSO officers turnovers.

Danielle asks if we could change our application to ask: what are your efforts to outreach to graduate students.

Shane says that we can do this but worries that it may become a gatekeeping question. *Shane* suggests we just give them information of graduate student groups to contact.

Terrence mentions their listed UW attendees and community attendees are evenly split. *Becky* answers that the Khmai community is small. UW is one of the few universities in the nation that offer a Khmer language program. There are few Khmer students who are also involved in greater Seattle area, and there is a professor who got a huge grant last year to do research with and about the immigrant Khmer Seattle community.

Shane shares that GPSS funded them \$500 last year.

Terrence makes a motion to fund \$500. *Danielle* proposes an amendment to fund \$600 due to HUB facility's increases.

Terrence amends his original motion to fund at \$600. *AJ* seconds. No objections.

VOTE: 4 vote YES. 1 OPPOSED. 1 abstains. Motion passes.

c. Bioscience Careers - Adam Ruben

Shane gives the committee additional context for this application. *Shane* had a one-on-one meeting with the presenter during fall quarter and advised the presenter to set up Bioscience Careers as an RSO to open themselves up to UW funding. They already are a student organization even though they do not have an official RSO status. This event is meaningful because there is a lack of informational advice to PhD candidates who do not desire to go into academia. GPSS would only be funding the speaker's honorarium - the speaker's travel expenses are covered through other sources.

Danielle echos being in a non-STEM field, there is not a lot of career advice for those who do not want to go into academia.

Simon asks if this is various different departments or just under the SOM.

AJ answers yes, it is open to anyone to attend.

Becky adds that it's put on by various PhD students in different life sciences programs, primarily for students in any life sciences programs. So although it's in the SOM, the SOM only does the administrative side of the speaker series.

Shane adds that this is mostly for research based life science students, which typically doesn't often go private. We had a similar issue last year with the Physics department who wanted to put on a career day / fair but their department refused to fund it because it was catered towards academic jobs.



AJ mentions that this event is next week and the presenter mentioned they were going to reach out to the speaker and negotiate a smaller speaker fee. If we funded it, and they already agreed on a smaller amount, what happens?

Shane answers that SOM is automatically giving \$250. Anything that we fund would just help get the honorarium closer to the speaker's typical fees.

Becky shares Jennifer Pope, our SAO, and Rene Singleton, our advisor, both recommend we have Bioscience Careers verbally acknowledge GPSS during the event.

Simon moves to fully fund at \$750 and have them verbally acknowledge GPSS. *Danielle* seconds. No objections.

VOTE: ALL vote YES. None OPPOSED. None abstains. Motion passes.

5. Announcements

Shane shares that the Treasurer and Budget Specialist are setting up meetings with each of the officers to get their opinions and suggestions on how to set the budget for next year.

In addition, *Shane* has also had a meeting with Rene about our MyFD issues and it is finally getting resolved. However, this has resulted in Shane having to sort tens of thousands of raw data points.

We got cool pictures from a departmental retreat that we help fund - these pictures are going out in our All-Campus email next week. Shane also offers assistance with any departmental applications.

6. Adjourn

Simon moves to adjourn the meeting. *Terrence* seconds. No objections.

The Meeting was adjourned at 12:27pm.