



Services and Activities Fee Committee Meeting

January 10, 2025 | 1:00 PM | Husky Union Building 303

MINUTES

Call to Order

The Services and Activities Fee Committee Meeting started at 1:23 PM on January 10, 2025.

Roll Call

- Present
 - ASUW: Haley Chee, Annie Chen, Khushi Loomba, Jack Prichard, Aiden Reeder, Crystal Tran
 - GPSS: T Marzetta, Althea Rao, Alec Solemslie, Ryan Wicklund
- Absent
 - Advisor: Lincoln Johnson (Excused), Kristian Wiles (Excused)

Approval of Agenda

Approval of Minutes

Public Comment [10 minutes]

Old Business

New Business

Discussion

1. Etiquette Expectations

Haley verified the Committee had reviewed the Unit Budget Packet before the meeting. She also reminded members, if they haven't yet, to send their thoughts and questions about the Unit Packet to do so before the Budget Presentation.

A document named "Questions for Budget Presentation" was shared amongst the Committee to record and inspire the questions that will be asked during Budget Presentations.

2. Budget Presentations

The only Unit that signed up to present their FY26 budget proposal today was the HUB.

Husky Union Building (HUB)

Speakers: Carrie Moore (Executive Director), Trevor Hunt (Associate for Finance & Business Operations), Jason Hansen (Assistant Director for Games), Monica Duran (Associate for Events & Information Services), Marshall Traverse (Associate for Student Activities Office)

Unit Budget Packet Overview

In the Budget Packet, the HUB has asked for the maximum 6% increase to help address any underfunding in FY25 and to partially cover the mandatory wages and benefits increase for FY26. The HUB prioritizes its direct service to students, including funding for the Events & Information team to effectively promote and manage events. They rely on external vendors and organizations to generate additional revenue. Throughout this process, the focus will remain on prioritizing student needs, while actively seeking new revenue streams to ensure the continued growth and sustainability of these services. The HUB has 3 major fundings with SAF providing 31% of the budget, the State providing 31% mainly for salaries, and a self-supported revenue which makes up the remaining portion of the budget.

Questions

Aiden –How much extra would you have to increase your budget request by each year to be able to outpace mandatory wage increases and begin to work toward your 24/7 open HUB goal?

- The minimum wage in Washington state is tracked annually, with student wages limited to a 4% increase. To keep pace with inflation, revenue would need to increase by a corresponding amount, though the exact figure can vary. The same challenge applies to salaries since the HUB is partially funded by the state. Over the last five years, the HUB's budget has decreased by about \$250,000 compared to where it was five years ago.
- **Aiden** – How much more funding or resources, such as the number of students or permanent staff, would the HUB need to meet this goal?
 1. The HUB would need at least 2 additional permanent staff to meet the demand, but this wouldn't be sufficient. To properly meet work towards a 24/7 HUB goal while meeting their current demand, an estimated \$350,000 to \$600,000 in funding would be required.

Aiden – Given that the HUB also absorbs some of the costs of other SAF funded Units, what are some of your ideas for cost recovery in assisting other SAF units residing in the HUB?

- The HUB is meeting with the Professional & Organizational Development (POD) to discuss engagement. There's a shared service model where units contribute based on their employee time (0.5 full-time staff equivalent for students) to help offset costs. This model applies only to SAF-funded units, separate from the costs for GPSS and ASUW.
- **Aiden** – What is meant by the bolded statement at the end of the 6th paragraph in question 2a in the HUB's FY26 Proposal? What would the amount needed to be paid be to take away from the shared service model?
 1. One of the foundational reasons for this shift is that the \$180,000 would need to be reallocated between two different funding sources. Without this adjustment, the HUB would have to cut staffing. The shared service model provides transparency to differentiate from the lump sum typically received from SAF. For example, the HUB's model would still be effective in the context with their support with Sorority & Fraternity.

Alec – Given the limitation of our 4% increase in SAF and the 6% increase does not support the full wage and benefit increases, what would it look like specifically if the HUB only received a 4% increase rather than the 6%?

- The HUB should be able to recover costs through self-generated revenue, which is one of the reasons they maintain healthy reserves for scenarios like this with capital spending and insurance. Before considering staff cuts, the next step is to involve the Board of Representatives, involving both students and some non-HUB staff, in a collaborative discussion on potential solutions. They can help navigate any budget fluctuations and determine the best course of action.

Annie – Are the discounted or free services (for students) currently offered at the HUB being utilized to their full extent? Are there opportunities to use these spaces more (for students or for outside revenue)?

- Off-campus organizations are charged at the market rate and account for about 3% of the HUB's customer base. There are more opportunities in the summer to book external organizations with usually less student activity. In the past, services like advising and orientations took priority, but now they're focusing on building a new plan to optimize space usage. The HUB approaches their budget conservatively, especially competing with city facilities and other venues. They must carefully plan ways to generate revenue while ensuring that students aren't negatively impacted.
 1. **Annie** – What about during the non-summer quarters?
 - The HUB is often fully booked, with RSOs having access to 2-hour time slots across 11 meeting rooms and 17 spaces. Long-term planning includes remodeling the basement to create dedicated spaces for RSOs. Currently, about 60% of reservations are student-related, while the remaining 40% come from other groups.
- **Annie** – How long has the 87% discount amount for RSOs been the same? Does the HUB have plans to adjust this number considering inflation and increases in costs?
 1. The Board of Representatives discusses any changes to rates, typically increasing them to match inflation while reviewing existing services. The HUB strives to balance revenue increases without impacting

students with a goal to maintain approximately 75% of their funding through self-generated revenue. This target percentage is reassessed every January. There are ongoing discussions on campus to help ensure the HUB can cover costs and meet its needs without placing a burden on students.

Jack – How much are the RSO's utilizing the SAO staff?

- The HUB supports around 830 RSOs with 6 advisors. Depending on the number of organizations, meeting requests may need to be scheduled weeks in advance, especially due to extra time needed for follow-up questions. One of the services the HUB provides is proactive advising and additional coordination during events. Despite prioritizing in-person meetings, the HUB is working to streamline the process by offering more online options to better meet the needs of organizations and scheduling.

Khushi – Are there plans to increase the staffing for SAO as that has been a hurdle for students requesting funding for the Special Appropriations fund?

- In the beginning of the quarter, there was a vacancy to support SAO, but the HUB recently just hired for that position. They're hoping to change 2 support staff roles to more advisory positions. Their goal is to free up more time for advisories to spend with RSOs and students. The HUB is also exploring video modules and their websites to replace some of the in-person advising to streamline the processes.

Althea – Regarding the HUB's goal to reduce reliance on self-generated funds and rebalancing models, what are some of the justifications and proposed alternative models?

- The overreliance on self-generated funds is the reason why the model needs to shift since it comes with rising expenses and ultimately, leads to higher charges for students which is a scenario the HUB wants to avoid. They don't want to continue growing that burden, especially with an unpredictable economy. If HUB-supported revenue declines, they face significant risks such

if a scenario like Covid happens again, where they would need to constrict operations to remain functional, or they would need to dip into reserves to cover the deficiency, putting long-term sustainability at risk.

- Some of the proposed models include discussions with SAF and other student groups about securing additional funding, possibly through fee increases, to ensure the HUB remains functional. The HUB is also exploring other ways to generate revenue without impacting students. One new idea the HUB is testing is generating profit on Sundays. Given how empty the building usually is on the weekends, it allows the HUB to market that space on campus without impacting the students using the space. Historically, the HUB hasn't been open on Sundays due to low demand, this initiative started this year with three reservations, and they hope to grow this model moving forward.

Announcements

Adjournment

The SAF meeting was adjourned at 2:05PM.