

UNIVERSITY OF WASHINGTON



**SERVICES +
ACTIVITIES FEE**

Services and Activities Fee Committee Meeting

October 17, 2025 | 1:00 PM | Husky Union Building 303

MINUTES

Call to Order

The SAF Committee Meeting was called to order at 1:02 PM on October 17, 2025.

Roll Call

No.	Name	Position	Attendance
1	Haley Chee	SAF Chair	Present
2	Khushi Loomba	ASUW Finance & Budget Director	Present
3	Abraham Gibson	ASUW Representative	Present
4	Moises Jacobo	ASUW Representative	Present
5	Tammy Pham	ASUW Representative	Present
6	Aiden Reeder	Senate Liaison	Present
7	Riley Talamantes	GPSS VP of Finance	Absent Excused
8	Gen Conley	GPSS Representative	Present
9	Kayla Kenyon	GPSS Representative	Present
10	Helena Ochoa Morena	GPSS Representative	Present
11	Alec Solemslie	GPSS Representative	Absent Excused
12	Lincoln Johnson	SAF Advisor – Student Life	Present
13	Kristian Wiles	SAF Advisor – Office of Minority Affairs and Diversity	Present

Approval of Agenda

The agenda for the October 17, 2025, SAF Committee Meeting was approved.

Motioned by Tammy Pham, seconded by Aiden Reeder; unanimous vote to approve the agenda.

Approval of Minutes

The meeting minutes from the October 10, 2025, SAF Committee Meeting were approved. Motioned by Aiden Reeder, seconded by Moises Jacobo; 5-0-3 vote to approve the agenda.

Public Comment

SAF Vice-Chair Nominations & Elections

Aiden nominated themselves.

Khushi nominated Aiden.

Haley reminded everyone that nominations will open again in the next meeting.

Old Business

Discussion I

1. Best Practice Review

Haley went over the SAF Best Practice Policy.

- Attendance: Voting members are encouraged to attend all meetings. Members are allowed two approved absences in a quarter. If a member misses more than 3 meetings, the member will lose their place on SAF, as well as their stipend
- Conflict of Interest: Voting members must state any conflict of interest in advance of deliberations (Spring quarter)
- Funding Limits
- Unit Visits: Starting October 31, the Committee will be visiting units at their locations (e.g., Recreation, Husky Health, the HUB).
 - **Haley** will request qualitative information about how each unit is using SAF funding to support students.
- Record Management: Managed by Haley, Stella (Organizing Director), and Thuwaybah (Tech)

New Business

1. Budget Packet

The Committee discussed the [FY27 Budget Request Packet](#).

Haley explained that for FY27, units can either request a maximum of 6% increase or \$35,000 over their FY26 allocation. Haley noted that this number was set by last year's Committee.

Gen asked what would happen if the 6% increase bill does not get passed in the legislature.

- **Haley** responded that the Committee would stay within the 4% cap.
- **Lincoln** stated that regardless of whether it's passed or not, it wouldn't affect the 2027-2028 school year.

Aiden agreed to keep the limit at 6%. They wanted to know why legislation didn't pass last time.

- **Haley** explained that last year's bill got stuck in Appropriations because it would have cost money from the Washington College Grant. She also added that many bills related to higher education were also cut.

Haley questioned whether the Committee should keep the \$35,000 or increase it. In the past, committees have increased it by \$2,500 yearly.

- **Aiden** recommended increasing the limit to \$38,000.
- **Lincoln** wanted to know out of 19 units, how many units requested the number amount (\$35,000) and how many used the percentage (6%).
- **Haley** said that it's roughly 50/50.

Haley asked if the Committee approves of the \$38,000 and 6% increase.

- **Kayla** asked if changes in the money and percentage amount have presented challenges in deliberations in the past.
- **Haley** said no. She explained that the issues mostly come from units requesting over the maximum amount.

Aiden commented that last year, 6 units requested \$35,000. They noted other units could've requested that, but they did not because they did not need to.

- **Haley** also added that not every unit will ask for the maximum amount; some don't even request an increase.

Aiden questioned whether the \$3,000 would play a significant role in units that tend to request the maximum amount.

- **Haley** said that units have different needs, and this amount of money can have different impacts across different-sized units.

The Committee discussed the questions in the FY27 Budget Request Package.

Part 1 - Full Budget Overview & Justification

- Question 1: *"How are expenditures distributed across the programs and/or services your unit offers? Please provide a general overview of how much spending is allocated to each category of expense, such as staffing, materials, etc., as is applicable"*
 - **Tammy** said that the question is self-explanatory.
- Question 2a: *"In what ways has SAF funding been essential to supporting your unit's on-going services and role in the university? Please provide at least one specific example of a program/service."*
 - The Committee approved.

- Question 2b: *"In what ways has SAF funding been essential to supporting your unit's on-going services and role in the university? Please provide at least one specific example of a program/service."*
 - The Committee approved.
- Question 2c: *"Are there programs/services that SAF has funded in the past that your unit no longer provides?"*
 - The Committee approved.
- Question 2d: *"Are you currently using your unit's allocation for new programs or services that were not originally requested as an item in your SAF budget request?"*
 - **Helena** asked if it would be an issue if this were the case.
 - **Lincoln** gave an example, such that it would be an issue if the money requested for staffing were used for programming.

Haley mentioned that the Committee needs to address the "no negatives" problem in budget requests. She gave an example of a unit requesting \$700,000 when the maximum is capped at \$400,000, claiming that they'd generate \$300,00 in revenues, and implies that "means" that they're actually still asking for \$400,000.

- **Aiden** added that in this context, units should utilize the question about "other revenues".

Haley went over the [FY27 Budget Breakdown TEMPLATE](#). She explained that units can use Workday, an accounting software, to fill out the form.

Haley talked about reserve money. The buildings will have more for emergencies. In the past, SAF has told units not to keep reserves. This current Committee is moving away from that approach.

Part 2 – Additional Questions

- Question 1a: *"How would you adjust your operations if you did not receive your full FY27 request? Please elaborate on the potential impact on staffing and services."*
 - **Tammy** asked what an ideal response would look like and if units know what to do.
 - **Haley** explained that most unit directors have done this before or have members on their team who are aware of this. Units can also refer to their past budget packets.
 - **Aiden** wanted to know if the Committee should add a question that would incorporate Student Advisory Boards from the units.
 - **Lincoln** said he could look for the question.
- Question 1b: *"What if you received an amount less than last year's allocation? Please elaborate on the potential impact on staffing and services."*

- Alec emailed Haley questions in advance.
- **Alec** commented that this question didn't provide realistic responses, that it was too open-ended. He wanted to change it from "an amount" to the actual percentage.
- **Aiden** added that generally, SAF doesn't give units less than their previous amount. They'd like units to explain the restructuring process in case some funding is lost in 1a. They expressed that this question feels unnecessary.
- **Moises** added that 1a and 1b seem redundant.
- **Helena** agreed that it's like asking the same thing twice.
- The Committee wanted to remove the question.
- **Kristian** clarified that these two questions are asking separate questions: "less than FY26 allocation" versus "not the full FY27 request".
- The Committee agreed.
- **Kayla** wanted to know if there were any useful insights from the question during the last year.
- **Haley** responded that the "broad" interpretation of the question made units react differently. It was good to know about some units' priorities, and some were deeply concerned that SAF would cut their funding.
- **Aiden** wondered if the question could be reconstructed into a 25% or 50% cut, instead of "the amount".
- **Lincoln** worried about unnecessarily putting units in an unrealistic situation (50% cut), given that they can only absorb a 1% to 4% cut. A large cut can affect student employment.
- The Committee agreed on the revision of Question 1b, *"What if you received 4% less than your FY26 allocation? Please elaborate on the potential impact on staffing and services."*
- Question 1c: *"What student services/programs are integral to your mission that you would not cut even if you received an amount less than your FY26 allocation?"*
 - **Aiden** would like units to be more detailed and ask units to explain why.
 - **Tammy** agreed.
 - **Kayla** recommended adding a statement for Question 1, "The following prompts would inform us on your organization's priorities."
 - The Committee agreed on the revision of Question 1c, *"What if you received 4% less than your FY26 allocation? Please elaborate on the potential impact on staffing and services. Why?"*
- Question 2: *"If financial resources were not a restriction, what's one program/service your unit would add/expand to enhance student experiences at the university?"*
 - **Alec** thought this question was too broad. He added that "SAF could specify it into 'What is one project or goal you would like to achieve if you could get a one-time request to fulfill that project or goal' or 'If you were to receive double of your request listed here, how would you utilize that funding?'".

- **Aiden** agreed that although this question can prove helpful, it's important that units don't try to go above their means. They'd like to know about the unit's goal and how SAF can assist them in that process.
 - **Lincoln** added that the Committee has the flexibility to assist units like Alec mentioned.
 - The Committee agreed on the revision of Question 2, *"What is one program/service your unit would like to work towards building to enhance students' out-of-class experience at the University? How much would it cost?"*
- Question 3: *"How does your unit ensure that student fees do not subsidize non-student, academic, research, and other costs that are the primary responsibility of the University and its colleges?"*
 - **Lincoln** commented that this question has been in this document for over 20 years.
 - **Tammy** asked if this is still relevant, if this has happened a lot.
 - **Lincoln** answered that this helps units think about the reason that SAF exists is to serve students' needs beyond the classroom.
 - **Haley** noted that this is written into law as the purpose of the SAF fee.
- Question 4: [A placeholder for Aiden's question on how students' inputs are incorporated into the unit's operations]
 - **Lincoln** recommended the question *"What active roles do students and their views play in your unit's decision making?"*
 - The Committee agreed on the new Question 4, *"What active roles do students and their views play in your unit's decision making?"*
- Question 5: *"How are you utilizing the SAF logo? In what ways do you spread awareness of your affiliation with SAF? Attach an example if applicable."*
 - **Haley** asked if the Committee would like to have the SAF ad in the HUB digital billboard. However, she's not sure how much it would cost.
 - The Committee agreed.
- Question 6: *"If you are projecting a net deficit for your overall FY27 budget, please provide additional context for this net deficit (e.g. reallocation of carryover funds from previous fiscal years, extraordinary expenses necessary to meet operational needs, etc.) and how this might impact your operations. (Optional – Answer "N/A" if not relevant to your unit)"*
 - **Gen** wondered if this question could be moved closer to the budget questions.
 - **Aiden** agreed that this question belongs in the "Budget Breakdown" section.
 - **Kristian** explained that this question came from the Covid time, when units had larger reserves. He was unsure if it is still relevant.
 - **Aiden** recommended putting this question after Question 1.

- The Committee agreed to move Question 6 to Question 2.
- Question 7: *"When projecting out 1-3 fiscal years, what challenges, if any, do you foresee for your unit (policy changes, financial, etc.)? How could SAF be helpful in navigating these challenges? (Optional – Answer "N/A" if not relevant to your unit)"*
 - **Aiden** wanted to know if the unit was tracking any legislation that is going to affect them.
 - **Lincoln** highlighted the challenge of the Budget Package being due in January, which is when the session starts. The unit might not know which legislation to track.
 - **Tammy** said units might be aware of what will be put on the floor.

Abraham agreed with the discussions. He wondered what medium SAF is using to send out the Budget Request Packet, and if Microsoft Forms would be a better choice.

- **Haley** said that the units will receive a copy of the Budget Request Packet, and the unit will submit it to SAF as a PDF, which will be available on Microsoft Teams for the Committee to review. It's easier this way since units tend to take a couple of months to complete the form.
- **Lincoln** added that it's helpful to make the Unit Submissions and the Budget Request Packet available on the SAF website for everyone to see.

Abraham Gibson moved to approve the FY27 Budget Package as submitted, seconded by Aiden Reeder. Objection by Tammy Pham.

Tammy asked if the Budget Request Packet could be re-formatted to include a box for units to type in their response.

- The Committee agreed.

Tammy Pham withdrew her objection. The motion passed unanimously.

Discussion II

1. Guidelines Update

Haley went over the changes she wants to make to the Guidelines. She added that the Committee doesn't have to vote on it now.

Announcements

Haley reminded the Committee to get a headshot at the HUB for the SAF website. If anyone would like to share a headshot in the meantime, they can send it to Haley and CC Thuwaybah. Haley also added that the Committee will take a group photo later on.

Aiden shared that the ASUW Senate passed RS 31-32, a request for Husky Health to have access to safe nurses. He added that this can affect Husky Health's budget request from SAF.

Adjournment

The SAF Committee Meeting was called to adjourn at 2:43 PM.

Motioned to adjourn by Aiden Reeder, seconded by Moises Jacobo; unanimous vote to adjourn.