 

**MEETING MINUTES**

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**Date: 1/28/22**

**Topic: Public Meeting**

**Present:**

**- Voting members:** Erin Boas, Noah Robertson, Sean Terrey, Claire Kelling, Schönn Franklin, Megan Minnich, Latisha Franklin, Xiaoru (Tony) Shi, Warren Sipe, Jake Snyder

**- Nonvoting members:** Yidi Wang, Alexa Clayton, Kate Rutter, Barry Bram, Jolinda Wilson

**Absent:** Najee Rodriquez, (excused), Nora Van Horn (excused)

**Agenda:**

1. **Call to Order and Opening Roll Call**

*Meeting called to order at 8:06 a.m.*

1. **Adoption of the Agenda**

*Motioned, seconded, no objections.*

1. **Adoption of the Minutes (January 21, 2022)**

*Motioned, seconded, no objections.*

1. **Public Comment**

*No public comment.*

1. **Old Business:**

*No old business.*

1. **New Business**

*No new business.*

1. **Topics of Discussion**
	1. **The Gender Equity Center Hearing**

Becca Geiger and Yvette Willson: Located in Boucke 204, Monday-Friday from 8 am to 5 pm. Work with victims, secondary survivors and all students for support and advocacy. Prevention and education programming is a primary focus in the classroom setting. The Fall 2021 programs included Mike Domitrz, The Clothesline project, MILKCH (Connie Lim), and Sonalee at keynote speakers. We also have programs for new students at Penn State. We did spend some money on marketing such as puppets with our messages and safe sex practices. The Spring 2022 programs include Robin Borckelsby, Jessamyn Stanley, Cheyenne Jacobs and Cameron Esposito. Working with other communities and groups during stalking awareness month, black history month, women’s history month, pride month, etc.

Our 2022-2023 funding request is a huge increase but much needed. The total request is $117,181.05 which is up from $58,000. Speaker cost went up from $51,500 to 75,000 to bring more influential people to Penn State. Student engagement student is a new request for $27,181.05 to hire 4 undergrad and 1 graduate student (one for summer) and purchase one new desktop computer system. This provides assistance and a resume booster for students. Marketing materials are up from $4,000 to $10,000. Only able to purchase 200 of the awareness puppets which isn’t enough for the number of PSU students. We want to eliminate power-based violence and support survivors. About 45% of undergrad students didn’t know where to go to get help for sexual violence. Sexual violence is the silent pandemic within the pandemic. About 7,000 students at UP have experience sexual assault. In comparison 5,000 students have tested positive for Covid-19. Center is committed to doing this work more than ever and to achieve this we need increase support and funding. Annual collaborations with SPA and UPUA as well. We want to amplify the voices of marginalized groups. We have a commitment to transparency, and we will utilize the student fee seal. The funds will help enact cultural change, support survivors, provide educational programming and make Penn State a leader on violence prevention issues.

Sean T: Can you explain why you need 5 staff to start off with? Would you be okay with a smaller staff to start off with?

Becca Geiger and Yvette Willson: We can always start smaller, we though 5 would be a good start to the 8,000 students we had last year. If we can reach 8000 with being short staff, how many can we reach with having 5 people on staff even though it is part time. We have students who are interested. If we are going to change the climate, we need more of us doing it.

Claire: Do you think you would be able to recruit?

Becca Geiger and Yvette Willson: I think we could. With a good salary, I believe we will be able to get more folks to help us with this work. Michigan State has a staff of 13 people that do prevention on sexual misconduct for $12 an hour. The interest is there, we just need to market it and highlight that they will be paid for something to add to their career goals.

Claire: Is this an assistantship or wage position for the grad student?

Becca Geiger and Yvette Willson: It would be a wage position in addition to the assistantship

Tony: I think there should be more student engagement. How does the center prepare to recruit those students? What criteria and training will you give them?

Becca Geiger and Yvette Willson: It is kind of in place with our volunteer program but will be more formal with the paid positions. We reached out to students through other student led groups, student government, etc. We have an application which will be reviewed and potentially be pushed to an interview process. We have our foundational programs and standard programs and workshops we will have them work through with our graduate assistant.

Noah: I was wondering if you could share about the types of speakers with the increased budgets?

Becca Geiger and Yvette Willson: I don’t have names prepared. A great example of this was the Stanley workshop. They are not a reasonable speaker because they want $16,500. We hadn’t been able to bring her because we didn’t have what funds to provide toward her speaking. We have 4 co-sponsors right now. Bringing in bigger names that students would recognize and having a friendly face.

Yidi: Spending history. Could you explain why there is a huge difference in spending and marketing materials? Did the pandemic effect it or other factors?

Becca Geiger and Yvette Willson: we had partners, but we have to disinvest in that. In terms of the marketing materials, in the previous years we had things left over from a lack of in person events.

Erin: What are some of your dreams and goals for the center that you may not be able to obtain this year?

Becca Geiger and Yvette Willson: We would love educational programs over the 4 years rather than for just first-year students. If we want to change our culture, we need to make this a huge cultural change and build on that knowledge and those skills. If you don’t do it maybe you can’t register for classes, etc. On prevention and education programming we want to be reactive and proactive. We want to have more open sessions and casual conversations. Our programming is limited to by request only and we want to open it up more. Long term I’d love to see a bigger space.

Claire: The computer is a one-time request. Would the allocation decrease if this is a one-time cost, or would it be filled?

Becca Geiger and Yvette Willson: if we increase the staff over the next few years, we will need more computers and if we increase our space. We can flex to with our graduate assistant computer.

Claire: Supplies for events and education awareness. Are they the same budget? Supplies would be for the educational events. This is more than double which is not a super sustainable model. Do you anticipate increased? Or what do you think will change in the future?

Becca Geiger and Yvette Willson: I don’t see us going from 4 to 18 staff in the next few years. We want to start here even if it is 2 undergrad and 1 graduate position to start off. We want to see where it is going over the next few years. The work we are doing is not overnight work but for the foreseeable future, this should be sustainable. We don’t ask for an increase every year. We are not asking for anything we don’t need. We always use our full allocated amount but sometimes have to pull from other places.

Claire: In the future, if you want us to tour your space, we are happy to do that.

* 1. **Office of Student Activities Hearing**

Darcy: The mission is to cultivate student learning through community engagement. We have campus programming, service and leadership and student organization support. A budget total for fall/spring is $567,301 and for summer 2022 the request is $47,400. We are able to have most of our programs at no costs except for small fees. We would with students who need accommodations as well. Times and days of the events and what students want are main focuses on the student activities office as well as engaging with students. We get student feedback on policy creation. We invite student voices. We advocate on behalf of students to break down barriers. Full time and part time students now have opportunities to be involved. We want to be good stewards in the funding. If we don’t spend it, the money will come back to the board. The limitations in 2021/22 was human resources. Between June and December 1 of our staff moved on to new jobs or positions and we are in the process of hiring 2 more leader positions. Learning partners are harder to find for travel. Ewe are bringing in new program coordinators, new support staff and leadership positions. Our opportunities for the 2022/23 year are a needs assessment, strategic planning, and new perspectives. Within our budget we highlight student leadership programs, it might shift with new staff. For MLK Jr committee we had little student engagement and was more focused on by staff. We did a week of service and an evening celebration with LaTosha Brown. Penn State homecoming is a pride tradition of the Penn State family. Legacy celebration had 800 students, Nittany movie night have 150 and ice cream social had 1500 students. General homecoming is decreased to represent a reallocation of costs to represent spending and cleaning supply costs more accurately. Events include Allen Street jam, Nittany Movie Night, Athletic Engagement and For the Glory Talent Show. Overall budget request is $133,000. Student Programming Association is $1,004,000 which is the same as last year. We are a student run organization that puts on free events and concerts for students. There are 10 committees within SPA. We bring about 4-6 concerts, a D.C trip, speakers and lecturers, comedians, novelty activities, etc. We are requesting $6,610 is for spikes tickets for students to be able to attend 30+ home games for free. Spikes tickets have increase which raises the price to $8,000. The total request is $1,866,411.67. Decreased about $4,000

Alexa: How do you select the students for the needs assessment.

Darcy: We would have small focus groups. Advisors are another group of people to talk to. We would put it out to student officers.

Latisha: What is your engagement with the graduate population?

Darcy: Our events and services are open to all students but there is no specific engagement with graduate students. If there is interest in a graduate student trip, we would like to look into that experience. We have had conversations with GPSA as well.

Latisha: Mentioning your conversations of GPSA, have you reach out to any other graduate organizations?

Darcy: We have not but we can.

Claire: The expenses are very specific for the homecoming. Can you talk about how the prices were made?

Darcy: We looked at passed costs and we set it as a target to optimize the money coming from the students, so we are not overspending

Claire: Last year we did not fund the golf event increase. Can you talk more about it?

Darcy: We used the money for the 5k to the golf event. With the pandemic, the gold event had a better turn out. No cost to the students.

Tony: During the pandemic, a lot of organizations had a tough time with virtual events. How does this office plan to further support to small student organization to come back to life and keep student engagement?

Darcy: I have been trying to reach out to organizations. I work with the consultants to provide workshops. I want to be as transparent as possible and work in a one-on-one fashion. I give them the tools they need to get back up and running. We want to help the organizations with the process and the dos and don’ts. How we can start from the ground up.

Claire: Sustainability program. It was approved as a pilot. How is that going? I noticed decreased funding

Darcy: That staff member has been on leave which has put those events on hold. With uncertainties we did a significant reduction so we can do some. What we could do was overshot of our expectations in that request made from last year.

Claire: SPA group. For the Spike’s tickets. How was it used, and can all students access it?

Darcy: We promote in the HUB and social media. All students can get those students. We buy as many tickets as they sell but they are adding games.

Claire: Do you have all those tickets used?

Darcy: We have a call today about the exact numbers used from the Spike’s games. We buy 162 tickets per game, and they are widely used (95% distribution and 80% redemption)

* 1. **HUB Reserve Hearing**

Mary: 200,000 Fee Reserve to support the FF&E spending (furniture, fixtures, and equipment). We set aside this money every year to fund projects in the HUB as we arise. The renovation of room 008 was the most recent project. The purpose of a financial reserve to use fixed assets and renovations and expansions. This reserve is used for only a designated purpose for the HUB and FF&E in student spaces. The most recent uses have been breaking Zone renovation, student organization offices (204, 207, 319), updating the study cubicles I the PRCC and 2nd/3rd floor hallways, carpet replacement and re-upholster the first-floor lounge furniture. When we added onto the HUB in 2015, we re-upholstered all the furniture so it would match. Yearly contribution we request is $200,00 (the same since 2001). It is held by the Controller’s Office. Ideas go through the HUB- Robeson Center Advisory Board and SFB. The present balance is $567,671.56. Healthy balance but will need some more for projects. No plans to request expenditures this year. We want to focus on the third-floor project.

Claire: A comment from last year: We added into the process that the SFB would provide oversight to the projects. You mentioned the third-floor renovation, it would not be funded out of the reserve, would it?

Mary: It would not

Alexa: How do you select student offices for renovation?

Mary: The 3 we chose were the oldest and largest that had not been renovated since 1999.

Latisha: For the third-floor renovation, nothing from the reserve would be allocated toward it?

Mary: At this point no.

1. **Subcommittee Reports**
	1. **Facilities**

*L. Franklin: No report*

* 1. **Environmental Sustainability**

*N. Van Horn: No update*

* 1. **Standardization**

*S. Franklin: No update*

* 1. **Communication**

*N. Robertson: No update*

* 1. **Zero-Waste**

*Nora: No report*

* 1. **Equity Fund**

*Najee: Follow-up emails, made a deadline for the request*

1. **Chair Report**

*C. Kelling: We have some correction to the CSGD. They calculated the fringe costs wrong which would be $20,000 less. Minor correction in the CAPS materials but had a mistake in past allocation materials. We need to have everyone there for off cycle meetings. We met with senior leadership with finance and business with Latisha and Warren to finalize a model. It might not be possible for the SFB to take on a 2-million-dollar price tag (motivation from the board of trustees). They have refinanced their debt for UHS, and the HUB will free up some money to the SFB.*

*Warren: Financing the HUB expansion and Bouke would make us take our third-year debt which changes our expectations.*

1. **UPAC Chair Report**

*Alexa: UPAC allocated over 3 million dollars over the last couple weeks. We plan to fund the Movin’ On request in March.*

1. **Communications Intern Report**

*Kate: No report*

1. **Comments for Good of the Order**
2. **Closing Roll Call**

*Meeting adjourned at 9:34 a.m.*