 

**MEETING MINUTES**

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**Date: 2/18/22**

**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, Nora Van Horn, Najee Rodriquez

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

**Absent:** Najee Rodriquez (late- arrived at 8:15), Jake Snyder (excused)

**Agenda:**

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

*Meeting called to order at 8:02 a.m.*

1. **Adoption of the Agenda**

*Motioned, seconded, no objections.*

1. **Adoption of the Minutes (February 11, 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. **Center of the Performing Arts Hearing**

Hope: We want to contribute to the next leaders and create a culture of belonging. This includes those backstage, interns, student voice and getting more students involved as partners and creators. We feel very aligned to what the SFB values. We are centering access (including geographic access), disability and justice within our values. We are back to in person performance, and we want a student funded space. We offered our first performance for free outdoors. We have a Penn State student choir, informal engagements, we work with organizations like the blue and white club. Allocated $175,000 on ticket subsidy. Spent about $22,000 to date and projected to spend about $35,000. Opportunity fund has allocated $30.00 and projected to spend $17,910. We have put money to engagement funds, sustainability, etc. We are also hosting an art expo. Outdoor concerts help people feel more comfortable. We are bringing back the “streets”, a pop-up shows and a virtual dance class. Working on a sustainable showcase. These are free to students as well. The art expo is the largest part of our spending in the spring. Art and architecture student council make this event possible. Other partners included the student advisor council and student interns. Total request is $205,000. We think our last two years of spending reflect covid and we think our student engagement will increase sustainability and accessibility. We hope to have indoor events. We have partners who couldn’t’ t assist in funding which has made it difficult. We want to make the best price for students. Events are across 4 or 5 venues. Plan to continue virtual programming. In terms of the opportunity fund and what student engagement looks like. Have a student center and a student advisory council to get feedback. We have to have a collaborative place where they can come and work together and gather student input. We continue to emphasize the student voice and student interaction. Introduce students to the center and free outdoor music experience. We are talking to different councils and organizations to bring an acapella group. For the spring: we are going to promote in the HUB during lunchtime and the Art Expo. All the activities are free during this event.

Claire: I am curious about the transition of sales. Do you plan on transitioning back or an increase in the future?

Speakers: I am eager to talk about the student advisory council and it would be amazing to gain more student engagement. We were spending and utilizing the entire subsidy fund prior to Covid-19 and almost exceeding it. It is our hope that we get back to that and using the opportunity fund.

Sean: I am a big advocate of the arts on campus. Do you expect to reach allocation next year? And if you don’t what is the process to potential decrease in funds?

Speakers: With the increase of $15 tickets, that is something we can consider. With support, we agree on 15 and don’t plan to lower it.

Claire: There is no reason on our side you can’t lower it. The BJC has a philosophy by spreading out the subsidy. We like when they are spread out overspending expense.

Speakers: We never put the price back up to full price when the subsidy isn’t utilized. We are still putting together our season where I will start estimating and the $15 tickets should fulfill the subsidy, but we see once we begin the season. We don’t know but we are 100% thinking about how we program, and we are hopeful to find a new way forward for engagement.

Latisha: I appreciate the collaborations you have made. Have you worked with student resource disability center?

Speakers: In talking about our building, it’s a big challenge. One of my questions was who can support us in the feature in terms of our building structure. We are dedicated to make our building and events accessible. We want to incorporate students with disabilities into our feedback as well. We want to hear what they need then accommodate to that.

Speakers: We want to engage students and ad professional experience for other student artists to create a community event where everyone is connected. Including students, staff, and community members alike to create a community of belonging.

* 1. **Office of Graduate Educational Equity Program Hearing, New Fee Request**

Dr. Stephanie Preston: We are a resource for both graduate and undergraduate students. We provide access to education. A large portion of our engagement are undergrad students looking to move into graduate positions. We are looking to add two full time positions. We are asking for about $124,000. We are breaking down the ASA to about $73,000. Total request is about $197,000. We need the school’s effort into recruiting underrepresented groups into graduate school. We recruit, collaborated, development of professional programming, (undergrad students go to two conferences). We also look for external funding and support cultural institutions with graduate students. We also offer space for graduate and undergraduate students in our offices. Everyone is always welcome. We support specialized populations and work to recruit undergraduate students into our graduate programs. We do provide funding for applications for undergraduates into our programming. We also provide professional development. Current staff, 6 full time staff, 1 part time staff and we are trying to hire again. OGEEP has a series of initiatives: recruitment through workshops to talk about OGEEP and the importance of it. Bigger initiatives are center include health, STEM open house. Summer research program is 8-week program during summer session. Community and professional development are also goals of the OGEEP. Every college has a multicultural leadership. We also hosted a doctor/speaker to talk to students finishing their PHD but was open for all students. Community events included an event with the creamery with an ice cream social. We are working with world campus to have our three spring events virtually. Strategic plan: we want to benchmark peer institutions, internal university units and recruitment engagement strategies. We want to collaborate with the Graduate School network Operations and Data Systems. We are looking to collaborate more with the HBSU’s to increase diversity on this campus. We want to collaborate with our multicultural leaders. A new space in Kern is also a big part of the plan. We want to hire a student associate and a administrative support assistant. The Graduate School is in the Kern building.

Najee: I was hoping to add for more clarifications cautionary with the university on budgeting.

Speaker: We work to do a lot of programming outside of the budget. We have a pool we can pull from. Two graduate assistants can add cautionary to the program (offering graduate work for those who might not have access to it)

Warren: How do these commissions support out of cost experiences?

Speakers: This is a nonacademic space. There might be faculty that want student graduate opportunities.

Tony: Is there possibility to work with international students?

Speaker: Resources provided to domestic students because we can touch the allocation for that (it is for domestic students). We don’t turn international students away. We can’t use the money for non-domestic students but never turn anyone away and we get international students involved in student engagement.

Najee: Is there a possibility for consolidate the administrative position you already have?

Speaker: We have thought about it but in terms of consolidating, we could use all hands-on deck.

Latisha: I see you work with CAPS and other colleges. I am curious about other units and access.

Speaker: If a student discloses to me, we don’t turn them away. We do partner with the student disability office. Part of retention is making sure our students are sound. There are other ways we could do more programming in that respect.

Claire: Question about programming. Would that person have any role in programming?

Speaker: He works with programming, but we want that person to work with student groups across campus a little more especially with student organizations. I would love to have that role expand. I estimated at the high end, if funds are left over, does it have to be allocated specifically to students?

Claire: Allocated funds have to be allocated to what they were proposed to. Another proposal would have to be created for a new allocation. The fee board would vote on a new allocation but not in the middle of the funding cycle.

* 1. **Lion’s Pantry Hearing, New Fee Request**

Speakers: We want to make sure students are involved in all aspects of the pantry. After renovations are complete, we will be able to offer more access to the pantry. We are always trying to involve people through leadership opportunities. We recently added a new chair and outreach. Our committees strive to incorporate outreach. Student leadership is very important to us. We emphasize confidentiality helps students. There are people who need specific resources more. Students with a valid Penn State ID are welcome into the pantry. We can also deliver to students on campus and offer a pickup option. Recently we haven’t had the resources to sustain this deliver option. In fall 2021 the demand statistics tripled. If you look at the spring figure, this was the largest year of support during the height of Covid. In the fall we haven’t been able to support that again. $45,000 is a typically what is used. Deliver options also add to the overall cost of our request, especially during Covid-19. We have implemented this semester: getting more inventory. What’s going out and what are we getting in? The Lion’s pantry is open to the entire student body.

(a series here was cutting out so I couldn’t grab much out of it. This was around the section of why the SFB should fund the Lion’s Pantry)

Claire: For the communications position. You mentioned it was funded by ASA, correct? None of the other positions are funded, correct?

Speakers: Yes. We would love to have that position funded every year. No, they are volunteers.

Sean: You analyze a $55,000 for operations. But ask for $100,000. How did you go from 35,000 to 55,000 to 100,000?

Speakers: This number is actually lower than what we would like. We reached out to a lot of organizations. Within spring, summer and fall, that allocation seems to be useful. It’s hard to get an exact range on an estimation. The historical purchase number has varied, and we do what we can with donations. There are times where certain sections take more money out then comes in. We hope to have a steady array of options over time. In 2021, the pantry was closed for 4 months for renovations that we are happening over the past year so there was no food during that time.

Claire: Would be helpful to see a dollar amount per day. I don’t imagine you know the donations are worth in a dollar about, but a more specific estimate would be helpful to the SFB decision process.

Speakers: (did quick math on the board) 5,000 dollars in about two weeks

Nora: It doesn’t sound like you have steady funding. Where does the money come from? The university? Donations? How long is the pantry management position? Is the $35,000 be allocated for a year

Speakers: We have two allocation fundings from the university. We ask for a year commitment, but we can adjust with students. Once you train them, you want to keep them.? Yes, because we try to stay open 12 months a year.

Claire: The POS system, is that annual? Do you have a POS system in place now?

Speakers: Yes. Both systems are annual, and we have a POS system.

Latisha: Have you reached out to sustainability institutes? What kind of outreach have you done with other offices like UPUA, etc.

Speakers: We engage in a student forum, and we have partnering with student groups on the operational side of Lion’s Pantry.

* 1. **Childcare Subsidy Hearing**

Amanda Jones: This Child Care Subsidy Program is federally funded by CCAMPIS AND SIF. We help low-income student parents sustain their education efforts by paying for. Portion of their childcare costs. We help to make sure the programs are appropriately administrated. Annual gross income is at or below 200% of federal poverty line. This is for full-time degree seeking students with a 2.5 or higher GPA. Numbers for 2021 are significantly different than normal. 32 students came in 2021 and 57 in 2020. CCAMPIS spent about $47,000, about $72,000 on SIF and $30,000 on Provost (depends on students who don’t pay SIF). Projected annual spending of CCAMPIS is about $159,000 and about $134,000 for SIF. We are working on handbooks for parents and emphasizing our values. All of our core values are critical to the Child Care Subsidy and making it known and available to as many individuals as possible. Accountability is through our financial officers and make sure is directly correctly. Then there is accountability on the enrollment side. The justice component is to make sure that we can handle parent concerns and express any concerns we have with parents in the program. The center is the newer building and newly certified. It shows how you can put sustainability and an enjoyable experience for the children into a space. We are available to everybody. Our information is out there at a state and federal level. We believe that the Childcare Subsidy upkeeps the values of the student fee in helping students. On a survey we conducted, 46% said that would not have enrolled in school without the childcare subsidy. In a few short months, a lot of parents reach out and show appreciation to our program. Our request is for level funding for $206,362 for 2022/23. Our goal is to serve 200 students across all of the campuses over the 4-year cycle.

Claire: The provost this year has agreed to transition off the fee board (25% of the fee board indefinitely). 50/50 next year. The fee board would allocation 25% this year and the provost would allocate 75%.

Speaker: There was concern that the program should not remain under university funding.

The plan is to initiate peer work as well as restrictions relax. We want to bring volunteers in. Kids come in, there’s a teacher, their group and with Covid-19 it was hard to move around, and we were impacted only 10 people instead of 60 with the pod structure.

Megan: Difference in the graduate GPA requirement and undergrads. Do grads have the same option as undergrads with the one semester leeway?

Speaker: I don’t have the information yet, but I also ask that question myself.

Claire: Even part-time students pay a fee; they should be eligible. Do you know if that’s true? They should be able to receive some even if it a partial amount.

Speaker: Fee paying students are eligible, but I am not sure how much their fee is exactly, but I can get back to you. We are close to the 200 in a two-and-a-half-year period.

1. **Subcommittee Reports**
   1. **Provided over email**
2. **Chair Report**

*C. Kelling: If you have missed a hearing, I emailed you this morning. You are good for attendance if you didn’t get an email. Next week is the last week of hearings. Please be prepared in the order of hearings. Equity fund and facilities will go in the end. At the very end we will visit all the offices for any questions. Don’t forget to do your slides by Feb. 28.*

1. **UPAC Chair Report**

*Alexa: We allocated around $700,000 this last week.*

1. **Communications Intern Report**

*Kate: No report.*

1. **Comments for Good of the Order**

*No comments.*

1. **Closing Roll Call**

*Meeting adjourned at 9:57 a.m.*