



Student Fee Board

MEETING MINUTES

Date: 2/3/23

Topic: Public Meeting

Present:

- **Voting members:** Lawrence Miller, Xiaoru (Tony) Shi, Jada Quinland, Yidi Wang, Brian Johnson, Ava Philips, Najee Rodriguez, Sydney Gibbard, Dallas Zebrowski, Cierra Chandler, Zander Golden
- **Nonvoting members:** Alexa Clayton, Jolinda Wilson, Barry Bram

Absent:

- **Voting members:** Conor Kelly
- **Nonvoting members:** Noah Robertson

Agenda:

I. Call to Order and Opening Roll Call

Meeting called to order at 8:00 a.m.

II. Adoption of the Agenda

Motioned, seconded.

III. Adoption of the Minutes (January 27th, 2023)

Motioned, seconded.

IV. Public Comment

V. Old Business

VI. New Business

A. Handbook Changes

1. Addition of Language to Policy

All changes accepted unanimously. Currently over with Frank Guadignino at the General Counsel's office to check over language.

Language looking to add to the handbook is the addendum - "This policy shall not be construed to restrict academic freedom at the University, nor shall it be construed to restrict constitutionally protected expression. This comes from AD91. This would be going into the handbook. I already talked with the steering committee. Given we passed it today, I will send them a Google Form.

Given Frank agrees with the language and gives advice, are there any motions to approve?

Motioned, seconded.

Unanimously in favor. No objections.

B. 8:15 - Center for Performing Arts

Sita: Director

Muggs: Arts Engagement Assistant

Amy: Audience and Program Development Director

Cierra: Center for Performing Arts centers student engagement in various ways: student voice, access, student collaborations, professional skill development (new - leadership and arts administration).

Our values include accessibility, accountability & transparency, environmental sustainability, and fairness, equity & inclusion.

Specifically, we've done interesting work and hope to continue representing different groups. We have worked with Penn State's Sustainability Institute for some time.

22-23 spending overview: we were allocated \$175,000 in ticket subsidies and spent \$120,380. Projected spending left is \$54,620. CPA contribution is \$23,730. We were allocated \$30,000 plus \$16,400 21/22 carry forward. Spent \$18,400.69. Goes towards paid internships and programming.

Aimee: This picture is from a partnership with Penn State faculty member skilled in print-making technique. A workshop like this allows students to learn the Aizuri-e Japanese technique but also connect with each other.

Here, two students are at a 9 pm concert, free with food. Trying different ways of programming to keep student-focused. Highlight King's Return, Mwenso & The Shakes HUB Performance, SAC curated event, and arts engagement assistants. Funded by the opportunity fund - all suggested or driven by students. Stewarding opportunities driven by students. Consulting with students.

Requesting 2-part allocation to continue to provide \$5 student tickets and increase student engagement. Increase in request warranted by increased student demand. Higher inventory for touring Broadway shows.

Requesting \$185,000. \$5 ticket price was suggested by SFB last year. Requesting increased \$50,000.

Muggs: Student advisory council, trying to expand to various DEI backgrounds. Continue to welcome recommendations. Arts engagement assistants - 4 student wage-payroll employees.

Started this spring. Not many opportunities like this before. Production aspect, budgeting, marketing.

Najee: In the University, there are budget cuts across the board, accounting for reductions in shows for students. What does that look like for you guys?

Sita: We are separate entity for the school's theater. We provide shows for the public and students. Also provide services for Student Affairs groups. In terms of cuts, we have to find other funding streams to maintain inventory of shows. Our inventory has been smaller since COVID-19. For example, only 1 show this year because of disruption in industry.

Najee: There is an accountability matrix discussed in the values. Can you elaborate on that?

Sita: The staff expressed need for clear accountability measures. Both within internally in the Center and because Penn State is so large. Shared with HR. Still a living document.

Lawrence: Outreach to graduate student?

Sita: Student advisory council always had graduate student representation. Some of our members are graduate students. Same for performing arts.

Lawrence: What does budget look like for advertising?

Sita: 6-person marketing team. Largest of our college. Digital marketing, TV ads, radio ads. Have not allocate money from SFB in the past. Now, it is only for the opportunity fund. A lot of student press collaborations.

Lawrence: What does the summer look like for you?

Sita: We give summer off. With less students, also can't sustain programming. Interested in arts engagement assistants to work with us through the summer.

Also some ideas about performing at involvement fairs and NSO events. More opportunity for students to work with us in the summertime. We now have an artist creating a sound walk between arboretum and CPA. That will be available during the summer.

Juneteenth, we did a virtual event in 2021. Partnered with State College borough and NAACP to create a 4-hour performance showcasing local and regional artists. Started that planning process as well.

Tony: For the opportunity fund, can you elaborate on evaluation process or selection process to ensure diversity of representation?

Sita: Look at what we have in our season with arts engagement assistants and think about rest of campus and programming on campus. Think about that in terms of venue, key audience, artists themselves.

Muggs: Arts engagement assistants also thinking about an event in April for Pride Month. Seeing what's going on around campus to further our values. Partnering with comedy clubs to give students another opportunity. Also talking with SPA to see what is already being planned on campus.

Lawrence: If anything changes with the budget, please pass that onto the subject matter expert. Can you also all send us back your budget proposal without comments?

C. 8:45 - Childcare Subsidy

Amanda: Interim VP for HR Operations

Childcare center is at UP and Behrend campus. Academic tie with research and other opportunities.

Asking for a level request this year. The student initiated fees also work with Child Care Access Means Parents in School (CCAMPIS) to help low-income student parents to sustain their educational efforts and encouraging them to select high-quality childcare.

Some of the key factors for eligibility include maintaining 2.5 GPA, paying the SIF, full-time degree seeking. A lot of these guidelines determined by CCAMPIS.

Hit in 20-21. \$206,362 each year looking at past 4 years from UP SIF. CCAMPIS, a federal DOE grant provided around \$206,192 per year looking at the past 3 years. CCAMPIS is not limited to Penn State. There had been an administrator coordinator prior to 2021, now piecemealed it with some of finance employees putting in work. Now have a new administrator coordinator with experience in grants.

Spending to date: \$76,946 from SIF, and \$103,607 from CCAMPIS.

Values include accessibility, accountability, equity, fairness, justice, sustainability, transparency.

Occasional surveys, planning another this fall. Positive feedback. 46% said they would not have been able to enroll in school without the childcare subsidy.

Requesting level funding of \$206,362. Goal is to serve 200 students across all campuses within year four of the grant cycle. Over lifetime of the grant, served 2,000.

Tony: From 2 years ago, a transition from SFB funding to general funds. Is the transition still going on?

Amanda: This year, 50/50 split. Then 25/75 split every year after.

Najee: Is that refined budget.

Amanda: We hope. We have new budget model. Also receive subsidy from University. Tier tuition structure by household income. So it is sustainable for the University. Full curriculum for children, not daycare but childcare. Everyone we hire have to have a bachelor's degree, then more expenses. University has always deemed this as something they want to support. 1.5% cut from the University.

Najee: If there is an additional cut, would we know by July?

Amanda: Units have to have their budget submitted by mid-March. Yes, that's the plan.

Lawrence: Regarding GPA requirement, for undergrad seeing 2.0, though CCAMPIS prescribes 2.5. Is there a similar reason why that's not shared for graduate students?

Amanda: A lot of focus is making sure we reach out to graduate students, but I will take a look at that.

Lawrence: For the funding sheet, do you have numbers for spread of SIF-funded, student applicants?

Amanda: One of the reasons is because of the carve-out from UP. I'll see if we can pull that.

Cierra: I was curious how long CCAMPIS grant is for.

Amanda: Get it approved for four years. This is first year since 2019, so one more year. We've been approved consistently.

Cierra: Goal is to have 200 combined?

Amanda: Yes, combined with CCAMPIS and SIF. Daybridge is one of our contracted centers. They would show up as CCAMPIS number.

Cierra: Why is utilization so low? Is there a lack of awareness or eligibility?

Amanda: Yes, somewhat of a lack of awareness. Also struggling with employment - retaining childcare educators. Think some people in the community don't know about childcare centers, some students also may not know. Trying to get word out on radios.

Lawrence: If anything changes, feel free to reach out to your subject matter expert.

D. 9:15 - Student Leadership and Involvement

Jeff: Interim Director within Student Affairs

Lisa: MLK

Hunter: SPA

April: Homecoming

Jeff: Did change our name this past year. We were Student Activities. No change in mission or programs. Also involve students in programming development.

We're here as several groups, Student Leadership, MLK, SPA, and Homecoming.

Within SL&I, campus programming, service and leadership, and student organization support. We backfill programming into community based on what's not happening.

Fall/Spring request: \$612,557. Summer 2024 request: \$54,650.

With campus programming, we support Fresh Start, working primarily with first-years. With service, alternative breaks. Do a summer day of service for LEAP program, and summer leadership institute for Commonwealth campus. These are week-long programs, also know students don't always have time. So also programming asynchronous online, one-time sessions. Personal skills, leadership skill development.

Student org support. Work through Office of Risk Management to ensure organizations have insurance. Also HUB marketing office. Separate from Leadership, leadership development targeted to those with leadership positions. Also have Center for Arts & Crafts - reduced cost or free arts instruction sessions. Weekend programming with make-and-take kits.

Important that our programs are accessible. Lots of places for students to access our programs, typically free or inexpensive.

Students are very involved in our decision making. Providing workshops for student leaders and organizations. Advocate on behalf of students. Lastly, good stewards of student money. Spending accurately.

Number of areas that we have underutilized fee. Limitations include human resources. Significantly short-staffed. Opportunities include needs assessment, strategic planning, and new perspectives.

Internally, new assistant and associate directors. Also will have new VP of Student Affairs, interested in seeing new ideas.

Now pass onto affiliate groups.

Lisa: Requesting \$69,050. Lots of student volunteers. This year, 6 activities, over 300 students at Day of Service, nonprofit partnerships. Supported these events with staff support, marketing, food. Next year, hope to have this as an affiliate group.

April: Looking at transitioning more graduate students in involving their voices into planning. Most events reach the thousands. COGS, labor costs are rising. Events include Allen Street Jam, For the Glory Talent Show. Overall, requesting ~\$165,000.

Hunter: Requesting \$1,298,780. Increase due to increase in honoraria and budget for compensating student leaders. SPA serves to enhance educational and recreational experience. Promote outreach amongst dozens of student organizations. Worked with Homecoming, THON. Provide well-rounded array. SPA is made up of 10 committees, under 2 categories - events (lectures, concerts) and operations (marketing, membership, retention and recruitment, logistics). Increase to SPA's concert budget is imperative to bring artists that students want to see. Average increase in artist honoraria to be 243.94%. Equipment costs have increased 190%. Each of our individual concerts (3), each pocket 100 person attendance. All other events average 50 students. Asking for increase also to provide compensation to student workers.

Lawrence: Can you submit an itemized list of expenses?

Barry: It's in appendix.

Brian: You referred to needs assessment. Can you elaborate?

Jeff: Think needs assessment, in progress of staffing up. Also received position of program support. Not done full needs assessment yet.

Kristin carle: Asking students about what they wish they had known more about - towards April.

Yidi: Homecoming, expenses in transportation. Can you explain?

April: Any inflatables or novelties, coming from 2-3 hours out. So transportation costs are high. Cost of labor also going up. In terms of transportation for Day of Service, 120 members and internal members (220 people total) that needs to be transported by buses.

Yidi: Who are external members?

April: Competitors for homecoming. Whiplash dance companies, any student organization that wants to participate in homecoming.

Lawrence: Student leader compensation, do you have examples?

Hunter: Lots of other schools, especially in Big10, compensate. Some positions receive funding for work. Our branch campuses at York and Brandywine, their programming also compensates student workers. This is for administrative and executive board.

Cierra: Curious about sustainability programming and how that is different from Sustainability Institute?

Jeff: Familiar with composting, but are we helping organizations think bigger picture? Actually purchasing equipment in quantities that cut down on shipping costs. Considering programs that reduce carbon footprints. As opposed to SI with individual level.

VII. Topics of Discussion

A. Meeting with UHS and Sara Thorndike Scheduling

Sara Thorndike also wants to come to us to talk about the 2-year fee cycle. 10 minutes for speaking, 15 minutes for questioning. After, we'll talk about it for a little bit.

Sydney: Is it possible to upload all new fee requests into the Drive? I don't know if the composting fee is even larger of UHS, I'm not sure if we should hear.

Dallas: Composting fee is about half of UHS.

Lawrence: Yes, the fee requests should be in the Drive folder.

In "New Fees to Consider," that is all fee requests - New Fee Request, Equity, and ESF.

VIII. Committee Chair Reports

IX. Subject Matter Report

A. Student Legal Services

Dallas: They negotiated their lease, and their landlord wants slightly more money. They're looking for a modification, an increase of \$14,568 for a year.

Lawrence: We'll talk about subject matter role after conversation with Sara Thorndike.

X. UPAC Chair Report

UPAC allocated \$2.6M.

XI. Chair Report

We're meeting on Sunday, Feb. 12 from 3-5. Everyone should have gotten an Outlook invite. We're doing UHS's fee board request. It will be about 45 minutes, all things considered.

Next Friday, I will not be here in-person. Najee will lead the meeting. I'll make the agenda.

Next Sunday, talk about what deliberations are going to look like.

XII. Comments for Good of the Order

XIII. Closing Roll Call

Meeting adjourned at 9:49 a.m.