

UPFB Weekly Meeting

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**SUMMARY KEYWORDS**

move, student, students, representative, request, chandler, funding, fiscal year, services, discussion, salary, office, immigration attorneys, support, budget, student affairs, questions, provide, marketing materials, voting

03:43

**Chair Rodriguez:**

Okay I call this Friday February 16. Meeting to order at 9am. Vice Chair Chandler, Would you please take opening roll call?

03:56

\*VC Chandler takes opening roll call and quorum is met.\*

04:43

**Chair Rodriguez:**

Okay, is there anyone's name who has not been called? Seeing that all names have been called. We will now move into line item two, which was the adoption of the meeting minutes from February 9. Is there a motion to adopt the meeting minutes More expenditures. Okay, and we will now move into line item three adoption of the agenda. I'm going to make a motion to add line item 6.C, fiscal year 2024-25. New funding proposal deliberations. Okay, all right and the agenda has now been adopted, meaning we will now move into line item 4.A public comment. Are there any students here for public comment? Seeing no students here for public comment and we will now move into line item five, which is old business and seeing that there is no old business, we can now move into line item 6.A fiscal year 2024 2025 budget modification proposal response review. Okay, so now that we're moving into that, the logistical steps that will take is I'll pull up the email responses I got from all the leads that answer your questions, we'll review those questions. And we will subsequently the plan is to vote following the review of those questions and deliberation. And I can offer more context here.

07:02

So we're just gonna go with the order as to when I received the responses, and I think that these are very helpful to understand and also review. And I received this from Dan McKenrick, who is the current director of Student Legal Services. What I'm going to do is... can everyone see that? Okay, so we're just going to go through the answers. Hello, Representative Johnson.

We will begin with questions one, question one, was as a reminder, “Could you provide information on the salaried means for stealing legal services in the future?” This was the original graph that I started to forward this to you all after we review them, but I want to make sure we can review these together. This was the original that was sent to me. And you might have remembered this from over the summer. This has since been updated. So we're got his response. But for the second question, the feasibility, he gave some really good answers to that. So I'm excited to be able to review that for you all and to further deliberate. However, please keep in mind that a lot of these issues that they brought up, they basically said a lot of it could be alleviated for FY 26. So keep that in mind this, I would implore you not to make this a battle in terms of okay, we need to do this because we have this FY 26 to have more investment in that time, and to enhance what we're requesting out of them. Anyways, moving into the answer to the question. I'm going to read those out loud, like elementary school, so feel free to follow along.

Question one: “Your answer providing the earlier salary surveys is fine. On February 7th, I received the attached updated salary survey and an attorney from UMass Amherst reached out to the national SLS listserv soliciting updated salary information. I responded to this with our current information, not considering any compensation modernization issues, and this is what the attorney sent to me based on the feedback she received. This could be used to supplement your answer. For salary gains in the future, this will depend heavily on what decisions are made regarding the compensation Modernization Initiative. Only know at this time is Student Legal Services attorneys at their expected classification, advanced professional attorney student services. So that's what it's listed within the HR system and how they're paid in that bracket are paid less than a minimum salary for that new elasticated, which is listed at 76,700. With the four attorneys we have on staff we'd be increasing our salary budgets by approximately 35,000 to get them into at least the minimums. I've been informed that our office manager paralegal position was classified as an administrative support assistant senior support and not the paralegal classification. We wouldn't be in the anticipated salary range of that position. We currently have a vacancy in that position, but I have two interviews scheduled this week to fill that void. Another thing that may impact our salary needs is the anticipated increase in enrollment at University Park–sidebar which we all discussed and are aware that this is an issue–it is too soon to tell how this will impact the amount and type of intakes we receive from increase for the moment we're enrollment, but that also could impact on salary needs or requires could be visible level services.

Question two: hiring an immigration attorney has proven to be a challenge. We've hired three attorneys in the past year. During those interview cycles, we specifically made it clear that we place value in an attorney with immigration experience and posted the job from multiple channels who's going to the American Immigration Lawyers Association. Out of those three interview, We had very few applicants with immigration experience, and it's difficult to explain why exactly we do not get much interest in that area. I speculate that most immigration attorneys specialize only in immigration work. So coming to an office that as a general practice may be one reason why immigration attorneys do not apply. For example, in the past three calendar years, we've had 115, 145, and 146 immigration in takes respectively. Note, there are more immigration related issues we address but we track them separately. For example, if an international student received a criminal charge, we categorize that as criminal intake. Even though there are immigration issues that we also need to address. We estimate one attorney would handle between 400-500 intakes per calendar year. So our immigration attorney would not be able to do just immigration cases. This may be a reason why immigration attorneys are not interested. Another reason would be to geographic position of the University Park sidebar, which we also discussed. We have very few attorneys in the Centre County area that practice immigration law. Most are in Pittsburgh, Harrisburg or Philadelphia. He was a member of that American Immigration Lawyers Association and the closest chapter is in Philadelphia. We will continue to play a side priority and admitted immigration experience. I'm also proud to say I personally made considerable progress in developing my immigration practice over the past year and a half, I forgot he has actually been training, immigration law to like help remedy those deficits. After immigration attorney left we had issues filling the role former director and myself meeting decision that I prioritize that area of law and take the necessary time to train in that area. I've made substantial progress in marriage based green cards, temporary protected status, entrepreneurial issues for f1 and j1 students, employment based green cards, and other non immigrant visa. He's currently completing training on a side.

And then finally Part B interpreter externships. I am always open to potential programs to learn others what they do in the space, I immediately pose this question reach out to my colleagues via the listserv to get a quick response on what other offices offer. Of the responses I received, there are not any other SL services that offer an externship program. Those offices either rely on the student to bring a friend to interpret the conversation or utilize interpretation services other offices provide for universities. At Penn State as my understanding like global programs uses the transformative surface, I'm generally aware that the Family Law Clinic sometimes uses student interpreters from the School of International Affairs, I have not had time to look into this program. And then these are his initial concerns. But essentially what it leads to is that they would be willing to partner with global programs to be able to leverage and utilize interpretation services. And these are just the more specific issues.

So as you can see, this is probably more definitely a fiscal year 26 endeavor, we at least now know what their issues consist of and the evidence that we have to back that up the most important component, I think, since it's too late to wait for fiscal year 25 to do this, or really look into this. And our budget models, again, is that to be implemented for fiscal year 26. These are the examples of where the other comparable salary positions are. I really want to keep in mind as well, that a lot of these are in cities, already prominent areas that you know, easily can be moved to and are geographically accessible. And we of course, we are the average alongside which is has been difficult to recruit lawyers, especially since we're in State College, and they'd have to move and they haven't been able to raise their salaries. So this is kind of what you can anticipate of that looking into in the future and how we can differentiate what our needs are compared to what fiscal year 26 might enable us to take on. And then this is the flyer for the transcription services that they will look into with their legal relationship. Okay, so that being said, I can now move into questions based on that point. And then we can move into general discussion. Although I'd rather maybe not. We can go through the contract sequentially, actually. So I guess we can start off with any questions that I can possibly answer or vice chair Chandler. Again, this is pretty straightforward. I'll send this all out to you today. So you're eager to read over it. But again, this hopefully will be helpful for fiscal year 26, especially if you all take particular interest in the funding of an office, forward position. Any questions? Representative Zebrowski.

15:45

**Representative Zebrowski:**

Dallas Zebrowski, GPSA Representative. So I'm not convinced that even fund additional funding could be enough because there's this weird, like moment in immigration law that nobody can find anybody. I'm saying this because I'm with Homeland Security, and like ICE can't find immigration attorneys to hire like nobody is finding immigration attorneys anywhere. So just being aware that we're dealing with like something else in the immigration market, besides just funding and just location, because like, they're, doing everything they can and they still can't fill their billets for federal government service. So that's my point.

16:42

**Chair Rodriguez:**

Any other points of discussion? Representative Miller.

16:45

**Representative Miller:**

Lawrence Miller, GPSA President. One thing I'd like to say about it is I mean, A it's kind of shocking, Never, not anything. The fact that we have attorneys that we're not paying 76,000 is insane. Good on them for some help finding people who are willing to do the good work for nothing. But other than that the thing? Can we scroll down? Yes. So one of the things that I think that they would be good to reach out to, and it's one of the things I've been trying to work out with GPSA is talking to the College of Liberal Arts, the global languages, especially those grad students, because they want to get involved. And they want to get involved more. And they're trained to speak the language, rather than just students in school by international affairs. I know that the reason why the law school does it is because they're in the same building. But for student legal services, they should really look into the College of Liberal Arts Institute to actually doing this.

17:48

**Chair Rodriguez:**

And I agree with that point. And I would just say, if you want to schedule a meeting too with Dan to discuss this in further detail, especially in anticipation of fiscal year 26, feel free to work with Rayna to do that, I think it’s a great idea, especially with the salary points that we make. But that could be really helpful to really solidify for fiscal year 26. If you all want to, like pursue this, which I think you should. Any other points for discussion. All right, and we will do the final votes towards the end. So I'm just gonna go through. All right, now we'll move into gender equity center, and I'll begin with their responses and explanations to that.

Question 1: Have there been conversations, where do conversations currently stand on being able to accommodate increased demand for fiscal year 26, or is this important for fiscal year 25? Yes, there have been conversations on this topic for gender equity center. This was first discussed at the Student Affairs directors' meeting last fall, as well as through follow up with both Andrea Dowhower and Darcy Rameker. For each unit to provide additional information as to what increased numbers would mean for each unit to maintain services and provide services for an increased amount of students. I do not know exactly where we stand at the actual numbers for fall 24 and fall 25 enrollment, but as of 12/23, I was asked to estimate based on an increase of 1000 students for fall 24, and 1000 students for fall 25. Based on prior discussions involving current needs of students and increases in enrollment. We anticipate the need for increased staff to provide services for students particularly an additional survivor advocate slash case manager.

Question 2: During the visit to the unit, they discussed the need for another case manager. Was that included in any request for discussion? Can we have future discussions about this position, given how critical this work is and how we are laid down on other areas of life? We are already in need of another survivor advocate case manager unfortunately, with budget cuts, freezes and institutional reorganization, there has not been an official request made for this position, discussion has been happening with GEC and other places. As of now, the plan is to propose the amount of the position into the fiscal year 26 budget forecast, either through general funds or otherwise, I would like to talk more about those within the board.

Question 3: Can you clarify your cost sharing efforts for programming and other SIF requesting entities? We often look to partner with other departments, offices and student organizations to ease the financial burden on each of our offices and organizations for various programs, keynote speakers and events. Our office recognizes the intersectionality of campus climate issues and the importance and power of partnering with students, faculty and staff who are experts in their own right to ensure the success of our programming and engagement opportunities. A significant number of those partners receive SIF funds, but not all of them. That being said, the partner process is pretty similar, no matter who we are requesting to co sponsor and/or collaborating program design. We begin discussions in our office about programming and events a semester in advance. Once we have an idea of a topic, potential speaker or focus for an event, we reach out to various entities who we think would be interested in partnering with us in designing the engagement experiences with us. We tend to partner with student affairs offices most often and not surprisingly, student organizations. But we also do outreach to academic departments and the colleges as well as other entities on campus to ensure that we're connecting to various aspects of student success, persistence and retention, we do request to meet with collaborating entities to include them in the planning of the event. There have been times when we have not heard back from the organization's until the keynote program in our experience has been largely planned, we try to enable partners to provide as much input as possible to support the event. We often receive outreach from various entities as well from student organizations, offices and departments to determine if we were able to financially contribute, we review our budget and initiatives as well, as well as the goals of the program to see if it aligns with the mission of our Office, supports our vision, and is framed in the context of this success and hopeful, thriving nature of our communities. With the small size of our staff find it necessary to review our office capacity for programs, engagements and other events. We ensure events are open to all students, and we ensure that requirements are meant to co-sponsor engagement event.

Okay, we will now open up to questions. Are there any questions for gender? Seeing no questions will now move into discussion. Is there any discussion on the gender equity center? See no discussion on the gender equity center, we will now move into the Center for Performing Arts. Okay.

Question 1: Would you be able to provide more specifics to the public art installation? So I from what I understood, this is how I interpreted it and I didn't want to answer this at the meeting because I wanted to be sure that I was correct. But the public art installation will not impacted the requested flat amount for UPFB funding, the CPA will seek external partners to offset the cost. The project was listed for transparency sake and to indicate possible internal changes to the grant and appropriation.

Question 2: Can you provide any further details on the AEA program? Examples of any further information including document describing the program a general explanation of their roles and contributions to the CPA etc. They launched the Student Advisory Council in partnership with the Performing Arts Council President, Brian Krall, and student leaders in the College of Arts and Architecture to include student voices and participation and our decision making and processes. We aim to collaborate across the student arts ecosystem to better connect people and share resources or more equitable, creative and supportive arts community. We quickly learned the need for student leaders and created an internship program for fiscal year 23 for four arts engagement assistance to lead the SAC in selecting the experiences with a specific budget. Here's a summary: Looking arts engagement assistance to join our engagement team to select artists that will engage narrative and their peers promote events, it's important engagement activities and co-facilitate CPA Student Advisory Council. The successful candidates will be supervised by a student arts engagement manager and work alongside the CPA departments to curate and promote professional artistic engagement events. interns work between five to seven hours a week. We will now move into questions on the CPA. Chief Budget and Planning Executive Kurtz.

24:27

**Chief Budget and Planning Executive (CPBE) Kurtz:**

Chief Budgeting Planning Executive Kurtz, can you go back up to the art installation. So you're saying that this is not going to impact their requested flat funding, but in their expense report for 24-25 They put the $25,000 for the installation in their expense report, meaning we'd have to probably we can't proceed with without explanation.

**Chair Rodriguez:**

Yeah, they're not asking for the addition. Well, this is why we clarified. So this was where we all have confusion over, they're not adding any cushion money. They're essentially just redistributing money. And they're seeking the external co sponsors, that's the admin provision. So if they don't find those co sponsors, the money will remain the same, and it will just be in their budget. If they do, then they'll continue with the public art installation. If not, it's likely that we'll go for more AEA’s or potentially just other maybe programming events that they might appropriate. And that's theirunit'ss decision. If that's what, yeah. Any other questions? Seeing none, we'll now move into discussion. Is there any discussion? Seeing no discussion we'll now move to UHS.

26:00

With regard to utilization of the services supported by the Student Fee Board. Okay, let me just remind everyone what the questions are see what he's answering.

Question 1: What how's the basic health needs pilot worked out/not worked? Have there been efforts with strategic communications?

Question 2: Is UHS currently pursuing external grants and philanthropy efforts subsidized current costs? With regard to utilization of services supported by the SFB, I am pleased to report that we are seeing a robust increase. Looking at laboratory services along (which constitutes the largest portion of the allocated funds) the number of students served through STI testing is up 6% compared to the same timeframe of the prior year, and those receiving all of their lab services is up to a full 3%. Community Health student health navigators, formerly termed case managers, operate with both schedules of students seeking their services, especially related to anxiety, SDD. It's now ADHD, according to the scientific community. And other mental health concerns. Increased awareness for SFB supported services is being included in the parent family guide, as well as signage throughout UHS. Carmelita Whitfield is currently working with strategic communications to create an annual calendar that will follow the cadence of important health initiatives, trends, events during the year for which proactive communication in programming can be disseminated to students. She is currently in the process of filling a health educator position that will be essential part of this programming, even to date, however, Carmelita has collaborated with CAPS, HPW, and GDCT, at bringing programs to campus have immediate relevance to our students. With regard to outside philanthropic opportunities, while I know of no immediate opportunities, we have been in conversations with Student Affairs about potential donors with specific interests.

We will now open up the floor for any questions related to UHS. Are there any questions related to UHS? Seeing no questions related to UHS we will now move into discussion on UHS. Is there any discussion on the we're just? I would say that I will probably be requesting more specifics regarding the philanthropic opportunities. The one thing I would say too, now that we're seeing connection, and I wanted to point this out, so everyone understands, I think this is really cool. I think the CPA has a really great structure and model for how they're doing programming. And this seems to be something that they're somewhat getting into, like you can tell that they're coordinating like core engagement individuals or positions to facilitate programming. I think that's a positive step in the right direction. And I'll probably be asking for more details in preparation for fiscal year 26. Is there any further discussion? Seeing none, I will now close the floor to discussion. And we will now move into voting on the budget modifications.

29:17

Vice Chair Chandler, can we pull up a sheet for voting? Line item voting? We can just replicate it on the side too, but we have to approve each one individually. Even if they're not asking for an increase this just has to be documented on record. It will be done with a roll out. I’ll announce the unit, you'll vote yes, no or abstain to the funding. Once we conclude we will then move into FY 25 new funding proposals for the remaining hour. Any questions? Okay, that being said.. Oh, sorry, Vice Chair Chandler.

30:04

**Vice Chair Chandler:**

Point of privilege, we did not address the OGEEP... \*indistinguishable\*

30:13

**Chair Rodriguez:**

Yes, so I did not receive the response but VC Chandler has a verbal response that she received from um Dr. Preston so apologies, yeah go ahead

30:23

**Vice Chair Chandler:**

Dr. Preston, the director of OGEEP, clarified that that question was supposed to be the salary so, it was supposed to address part of the salary. There needed to be separate requests and two separate items.... \*indistinguishable\*

30:53

**Chair Rodriguez:**

All right, we will now proceed with voting beginning with Student Legal Services. Vice Chair Chandler, would you please begin roll call vote.

31:04

**Vice Chair Chandler:**

I would recommend that everyone pull up their PowerPoint to see exactly what we're voting on. For Student Legal Services, say “yay” for approving the overall recommendation at the bottom and “nay”... So we are voting to approve the overall recommendation, not the request, provided by the Chief Budget and Planning Executive.

\*Recommendations are approved unanimously for Student Legal Services\*

34:02

**Chair Rodriguez:**

Right so we will now move into voting on the gender equity center. As Vice Chair Chandler said, vote yes, no, or abstain. And we are providing the recommendation you see listed here.

34:27

\*Recommendations are approved unanimously for Gender Equity Center\*

35:03

**Chair Rodriguez:**

We will now move into UHS. See how easy the categories are everybody? Look at that basic needs. Okay, so this vote will now be on improving the funding decrease recommendation that has been made for FY 24-25.

35:36

\*Recommendations are approved unanimously for UHS\*

**Chair Rodriguez:**

Alright, and the FY 24-25 budget modification is passed unanimously. We will now move into voting on OGEEP. Chief Budget and Planning Executive Kurtz.

36:18

**CPBE Kurtz:**

We didn't change that, because... \*indistinguishable\* salary thing.

36:28

**Chair Rodriguez:**

So yeah, so basically, Vice Chair Chandler is going to explain the modified recommendation that explains it. And then that's when we'll commence the voting just to make sure everyone understands the clarifying point.

36:41

**Vice Chair Chandler:**
This recommendation should be amended to recommend the portal request of flat funding rather than approving this. \*indistinguishable\* So I motion to recommend the official recommendation to recommend flat funding for this office.

\*Second\*

37:27

**Chair Rodriguez:**

All right, Mr. Chandler, you can commence whenever you're ready.

\*Recommendations are approved unanimously for OGEEP\*

37:56

**Chair Rodriguez:**

And OGEEP FY 24-25 Budget Modification passes unanimously. And we will now move into line item 6.C, which is the fiscal year 2024-2025 new funding proposal deliberations for infrastructure facilities and new funding proposals. The individual who will be leading this explanation and discussion is Chief Budget and Planning Executive Kurtz. As a reminder, we'll have questions and discussion as we go through each unit subsequently after. Does that sound okay with everybody. Great. You can begin whenever you’re ready. And I will pull up the slides so you're able to. All right. So we'll start with new infrastructure and facilities.

**CPBE Kurtz:**

All right, so out of the five new either infrastructure facilities or new fee requests, we only had one new infrastructure/facilities project and it is labeled “darker skies on Park Avenue.” Just as a quick overview, all of the overhead lights that cover the IM Park Avenue fields, and the three athletic fields at Panzer (lacrosse), Beard (softball), and Jeffrey (soccer) are operated on a manual on an off switch basis, meaning it takes the physical labor for somebody to go to those lights, control them, but in the key whatever the process, maybe turn them on in the beginning of the late afternoon early evening and turn them off when the nighttime is concluded. So this project is aiming to install a wireless control lighting system, meaning that those lights can be turned on from whatever control panels wirelessly not located right there. And the Penn State Sustainability and Office of Physical Plant claims that this would save about 20,000lbs of greenhouse gas per year, about $6,325 in operating costs just in the fall semester, and overall about 20% decrease of lighting time. Now, when I read through this, and I can attach these PDFs and email if you would like to get any further, they have conducted a feasibility study, the timeline would start at the end of this summer and finish in the fall semester next year in 2024. Obviously, this infrastructure projects, and their key factor to really change to fix the unnecessary amount of time that the lights are on. Now, this entire project would cost $26,000. However, there are only requesting 10 to $15,000, from us to fund the IM Park Avenue projects. All of the other three athletic fields are going to be externally sourced. I'm going to assume it's going to be from ICA, maybe they have other connections, I'm not sure. But there was no indication in their proposal that this project could lead anywhere from 10 or anywhere to 15. But they gave the range obviously, after reading I threw it in our budget Excel sheet and I feel like the $15,000 should be well appropriated. I think out of the only infrastructure and facilities project to proceed for 25. I think this is a great idea. I had no idea that these lights were operating manually. And to be frank, I'm surprised they hadn't been fixed to be wireless before. So I will now open up for questions.

**Chair Rodriguez:**

Are there any questions?

**CPBE Kurtz:**

Would anyone like to have access to the entire proposal?

42:00

**Chair Rodriguez:**

Seeing no questions, we will now move into discussion. Is there any discussion. Seeing no discussion, we will now move into... Representative Miller.

42:12

**Representative Miller:**

Lawrence Miller GPSA President. I think this is a great idea. In the first place. I was talking with Laura Fowler about this in her class for energy law, where it's just a whole lot of mess. And that along with the fact that the stadium lights are now going to be turned off and they're not used with marketing purposes. It's going to be a little bit better for birds and for what's going on for general electricity concept is expensive. Very expensive at first.

42:52

**Chair Rodriguez:**

All right. Seeing no further discussion blown out and moved into our first new funding proposal. Okay, so we will now move into Penn State Career Services, the Professional Attire Closet (PAC).

**CPBE Kurtz:**

Alright, so the Penn State Career Services submitted a request for $51,800 for the fiscal year 24-25. The request overview pretty much encapsulate all of the operations that go into the professional attire closet. Now for anyone not familiar with the professional attire closet, the Career Services Bank of America building or Bank of America Career Services Building, I guess, fully loads up their closet and donates to students who need professional attire. This request was committed of student garment bags, donation cleaning, supplies, support needed, closet items, PAC student interns, and they are looking for additional undergraduate staff and a new ambassador which can either be an undergraduate or graduate student and this is a new position that they're requesting for it. They are pretty well aligned with the UPFB values. On the next slide, I have the request right now we can get a second and their goals for the 24-25 FY are to service effectiveness and supply/resource availability and also implement and align DEIB considerations of values within their operational logistical functionality. So before we get any concluding comments, but out of those reviews that I went over just a second ago, you can see the line items and their prices and a Total Request for fiscal year. I'll give you guys a minute to scan this through before we have any questions, concerns or statements. If anyone received my email, the attachment is labeled VLACS.

45:11

**Chair Rodriguez:**

Okay, we'll now move. Oh, well now move into questions. Are there any questions? Vice Chair Chandler.

45:17

**Vice Chair Chandler:**

This seems like a great project. Did they detail where this will be housed? \*indistinguishable\*

45:36

**Chair Rodriguez:**

I actually have the answer to that. So following the end of this year, they'll be moving the plan is to move the UPFB Office to the second floor of the American Career Services building. And they would connect the Career Services Center where they help mentor students for career readiness, they're going to move our room into the professional attire closet. So that's going to become the new professional attire closet. So essentially a look like Harper's without the wealth of Harper's in just a room. So hopefully answers that question. Yeah, so eventually they'll be able to knock down the walls. So it's like larger and just a single rectangular. I mean, you've seen that. We meet there, but yeah. Any other questions? Seeing none, we'll now move into discussion. Is there any discussion on the professional attire closet? Representative Concepcion.

46:39

**Representative Concepcion:**

Giselle Concepcion UPUA appointee. I do think this is an important project I am a little curious about like, where they were previously getting these funds from I know the UPUA has paid for like 10,000 before to provide student garment bags. I don't think that's like a sustainable thing moving forward. Like for a 10,000 of our budget to go into that every year. So I do see like the need for that to be supported by the fee. But I do still have questions about whether or not they're going to like control for the increase in enrollment because I know 800 bags does seem like a lot. And then but like I don't know how that would happen with the next like with more students coming in on campus.

47:25

**Chair Rodriguez:**

Any other further discussions. Seeing no further discussion will now close discussion and we'll move into the OriginLabs proposal, Chief Budget and Planning Executive Kurtz, you may begin.

**CPBE Kurtz:**

So this requests overview is comprised of salaries and wages, which is really following our budget model fringe benefits for its materials and supplies. You guys get the gist. Their key factors in values are highly aligned with UPFB. I'm going to jump right to this so you guys get an idea of what the OriginLabs is, but in a minute. In a nutshell, the OriginLabs is a new prototyping and product development facility located in the Eric J Baron innovation hub downtown. They operate under the office of entrepreneurship and commercialization and the Senior Vice President for Research. The left that 7000 square feet and isn't a sort of world class verification facilities including 3d printing, robotics, woodworking, metalworking, welding, and professional staff. The OriginLabs request funds from the board, so they can provide free access to all other tools and equipment and expertise offered in their entire office. And this would be open to all university park student population. This funding will pretty much offset all the costs of maintenance, consumables programming and staffing to pretty much ensure the students have a comprehensive access to the safe and high functionality, market space environment. On this budget outline, we can see their salaries are conflating about $2000 net roughly, you know, what we'd expect with an increase. If you guys walked through you can pretty much see they’re increasing at about 2% except for the fringe benefits, which is normal. They're requesting another total of $271,791.34 I guess I'll pass it off to any questions.

49:43

**Chair Rodriguez:**

Yeah, I would just add to because this might be this might answer questions or discussion but Vice Chair Chandler and I actually took a tour of the facility. And we specifically had a conversation about how this would tie together with what we need from for student affairs units for those units that we associate with, how can we subsidize the costs for their marketing materials so they don't have to contract or buy those elsewhere. Furniture that we could use for New Student Affairs spaces or units. This was mostly from, and I’ll let Vice Chair Chandler obviously elaborate with what her thoughts were. But this was mostly a symbiotic kind of interpretation of the relationship. We invest in OriginLabs, and in return, they help service the needs of student affairs units and other offices that are funded by the UPFB. So you're really trying to look for a 50/50 of reciprocity, essentially, to be able to pursue this. And that's kind of why we were encouraged by what their proposal was. These instead of externally contracting to somewhere else, or paying expenses outside of Penn State system, would be relegated here, and they can pretty much develop most of the needs that Student Affairs units have expressed and demonstrated Vice Chair Chandler, do you want to add to that.

51:13

**Vice Chair Chandler:**

They already are in communications and I believe with gender equity center to development furniture for their office. So we already see evidence of this collaboration. I think it's pretty exciting. We're even pursuing requests for our some of our own marketing materials. The potential for this collaboration is exciting.

51:44

**Chair Rodriguez:**

Alright, well now open up the floor for questions Representative Zebrowski.

**Representative Zebrowski:**

Dallas Zebrowski GPSA Representative. So the products that are being developed are they going to be exclusively used within the Penn State. system or when a product is developed, who is monetizing this?

**Chair Rodriguez:**

It would essentially be separate so they wouldn't still have their monetization and their revenue production through memberships that they sell for their facilities this would specifically be relegated to supporting services that we need within this budget so that's the expectation that we have especially with the supporting the students to be able to help run the facility but as well as the negotiations that Vice Chair Chandler and I would be able to have. That kind of explains the delineation. So they have central funding that they get from revenue that they sell to other vendors or sources elsewhere, but then this would be an internal relationship where then we would direct our units and services that we fund to instead cost share and collaborate with the other entity that we're investing in more that mutual benefit

53:03

**Representative Zebrowski:**

Come back to me, I need to think about this.

53:15

**Chair Rodriguez:**

Any further questions?

53:22

**Representative Concepcion:**

Point of privilege, but can somebody put the link to this specific PowerPoint in the Teams. I'm like trying to find it.

53:30

**Vice Chair Chandler:**

It’s in SharePoint. I put it in the general Teams. I made a post.

53:48

**Chair Rodriguez:**

Representatives Zebrowski, when do you think you have that question?

53:55

**Representative Zebrowski:**

If there's some give and take, I can ask right now. Okay, so, Representative Zebrowski GPSA Appointee. So this OriginLabs selling memberships to who to produce things? You said something about memberships?

**Chair Rodriguez:**

Yeah, they sell memberships to like outside Penn State students for Penn State students that they've asked us to potentially cover, we said that that would not be ideal because we want to specifically focus on what the UPFB would be able to benefit from so they've already been selling this membership for outside community members that's like separate from what essentially we're tackling. So they produce revenue elsewhere as well. But this would be essentially a subsidy for them to support us in our operations.

**Representative Zebrowski:**

So I guess what I'm concerned about is when a when an outside entity contracts with them and develops a product of some sort. Like, like who owns the IP for that because what I'm concerned about is the Student Fee Board money being used for the product development of something that an outside entrepreneur will eventually be benefiting from. Am I off track with that?

**Chair Rodriguez:**

I think really students have access to the facilities themselves... Vice Chair Chandler

55:18

**Vice Chair Chandler:**

I do think that their interpretation can clarify that duplication between the usage of resources. They were very clear that this, what they're proposing would just be supporting student affairs, students, and I guess, are in partnership with the UPFB. But we did make it very clear that we do not want any non-UPFB related. Like, yeah, any interaction between what we are funding inappropriately for this unit. We very clearly not because they do have external partnerships, they do have projects of external entrepreneurs, that request to make marketing materials or any materials, they do a lot of prototyping. So that is, there's a good chance or an opportunity for that crossing, but we can be very divided and very strict with that.

56:15

**Chair Rodriguez:**

I’d implore adding that as a condition as well. Representative Miller.

56:22

**Representative Miller:**

Lawrence Miller GPSA President, I'm not a fan of this something that it feels wrong. And I would like to see the bare minimal required to take out the student cost of access to the services, because exactly what Representative Zebrowski was just saying, I don't this is basically give us money so that we can expand our services. So we can now go make more money, given everything and it's already using tuition dollars. It's now it's kind of messy. And then my other question is it says that it's useful for Student Affairs. Has Student Affairs ever needed anything they've been up for about at this point?

**Chair Rodriguez:**

Yeah, they do.

**Representative Miller:**

Really? For what?

**Chair Rodriguez:**

Their facilities, their furniture, their marketing materials they need. So support, and they've already reached out to them to initiate that before we even began.

57:12

**Representative Miller:**

Why, like what what do they need to be...

**Chair Rodriguez:**

They need to purchase, procure, like they have to purchase through OPP procurement. And that takes time, and that takes money, whereas they're able or willing to subsidize any production produced cost of but this is just a minor thing. I need you to know, just right off the bat, because this might help. The internal system now differentiates between central funding and Student Fee Board funding. There is no way that our funding that we provide can now be mixed with their central funding. And we have the ability to be able to track that. So there if there's any concern about the intermingling of that that's not a problem anymore, whereas it was in the past. So last year, it was because we didn't have that system. Now we do. So it offers that that's why I don't want it to seem like we're indifferent regarding the tracking, because now there's a literal system in place within Simba, which is how they track their finances, that allows us to literally be able to see that the money is being appropriated for what we need and double checking that with the budget sheets that they submit. Representative Concepcion, Vice Chair Chandler, and then Representative Zebrowski.

58:22

**Representative Concepcion:**

Do you have any more specific information on like, what that does marketing materials like look like? Is that like, like posters? Is that like graphics? Like what is that?

58:33

**Chair Rodriguez:**

Vice Chair Chandler, I will yield.

58:35

**Vice Chair Chandler:**

They have 3d printing, beyond woodworking, they just have like many different manufacturing capabilities. So it would not look like typical poster printing or signage, organic. So that would not be the case. It would be more 3D printing, like woodworking and metalworking, those kinds of capabilities. So they would require more unique, I guess, marketing requests for that unit, one furniture development. But I would add that these are students that are making these furniture. It’s students that are making the marketing materials, like it would be for students by students. So the students that have been using gender equity center would be making the furniture that gender equity center would be like, interactive, but so I think it's a great example of like a cyclical relationship with this union. But I think there are concerns, I think it makes sense for us to voice them but also, I would propose to table this after for further consideration but also with caution and using language like something doesn’t feel right, because we have to be very explicit and clear about what you're concerned about.

1:00:08

**Chair Rodriguez:**

Okay, Zebrowski/

1:00:10

**Representative Zebrowski:**

Dallas Zebrowski GPSA Representative. So the students that would be making these products, they're only making products for Student Affairs departments?

**Chair Rodriguez:**

Yes. Within this regard? Yes.

**Representative Zebrowski:**

How would we police that and ensure that because what I'm very concerned about is that an entrepreneur owns the design, owns the patent, owns the IP, comes to these people, students produce it for 15 bucks an hour, and then the entrepreneur pockets all the residual funds from that. We're not talking about that. But how do we ensure that there's a divide between the student affairs products and their other programs and make sure there is no co-mingling because we're getting into a weird area where Fee Board money would be used to produce like, prototypes for not even like Penn State, but for some other entity. Like we're talking about work. That's not the case. But how do we like police that and make sure that actually doesn't happen? Yeah.

**Chair Rodriguez:**

That makes sense to me. Okay, one second. So I think I'll make a motion to postpone consideration. Is there a second? Okay. And that's been seconded. And what that means is we can move back to this, probably when we're going through fiscal year 26 In the beginning so we can get those extra details. I will ask for those who have concerns to stay behind and convey them directly to Chief Budget and Planning Executive Kurtz. So this isn't just like a one time statement thing, we can actually follow up. So if there are genuine concerns that you want those answers, see him articulate that so that we can produce those questions that we relay back. That’s all I ask. Okay, Penn State Music Group.

**CPBE Kurtz:**

All right. Penn State Music Group. Completely new entity this spring semester and will not be in effect until fall 2024 for operation, but the Penn State Music Group is a student run music industry organization and mock record label. Pretty much they are cultivating these students in multiple avenues of marketing, finance, management, A&R and are representing real artists and State College. Now, if we skip to the next slide for a second.

1:03:01

Anyways, I'm gonna walk you through locally, what I'm talking about, given that they're a new organization, they do not have the track record for engagement, they don't have a track record for metrics. The only information that we've provided was a trend of an increased Instagram account in followers, which I understand why they put that in, but that's all I got. To put this blunt, we pretty much have decided that or been recommended to propose that this is more of a UPAC issue, given the validity or lack of validity, you know, the size of this group, the UPFB is not really in the place to fund an entity with this little backup, you know what I mean, and it's their total request of $25,000. If I would were to walk me through the fall and spring semester. This is really only benefiting the dozen to two dozen people within their group. About 2000 for food and refreshment, 3000 for transportation, 5000 for competent shows. No information has been given on what those entail, who would perform any, any setup, any other operational costs that would include that speaker of 2500 no information on that promotional materials, just under 1000. Multiply that by 2, and there’s 25000. I will say that this entity does have the potential to pick up some steam in the next couple of years. I know that a couple other big 10 schools are doing this. And Penn State is kind of just late to the game. So if they were to revisit the Fee Board within a few years, you know, really showcase what they've been doing and demonstrating that they're you know, impacting the co curricular experience and out of class experience, especially in the music with era. A little heavier. I could see that. What I will say, they do have an industry advisory board, which they have sourced free guidance from some pretty top tier record label figures. And that kind of their source of operation and source of you know how to be a mock record label within the university. We have people from Warner Media Group, Krauser, Black 17, yada, yada, but all in all, you know, we've recommended that this is more of a UPAC issue until we can fully commit to the funding.

**Chair Rodriguez:**

Supplementing that, I spoke with the leadership of this org, and I've met with them twice, they're actually beginning of collaboration with the BJC following us prompting that collaboration to serve as a student advisory board after many years. So to find that interconnection, we found a relevant group that wants to engage with BJC, career readiness. They want to centralize student artists. So SPA, Movin’ On can go to this group and actually be able to solicit students that are trying to get into the industry and learn instead of contracting elsewhere or outside of the student community within the general State College community. And I'm really looking forward to the collaboration that they come with the BJC, I know that they'll most likely be working together with their fiscal year 26 proposal. And I think that this incorporates exactly what we're looking for in the future. That being said, I'm gonna move into discussion. Although now that I'm moving in discussion, I would like to close discussion because we're...

1:06:58

**Representative Zebrowski:**

I got a question. Dallas Zebrowski GPSA Representative. Two questions. Is this an RSO, just like a regular old student group? And kind of same thing as OriginLabs, who would own the IP... because eventually they want to be a record label. So who would own that IP? Would they own it?

**Chair Rodriguez:**

Or I think that's just like a minor thing. Like the record label aspect, there's no, that's just a minor aspect of it. They do industry, like how to produce like a show, they have that they have student artists, they have like three committees, one for the student artists, one for production, to learn how to set up stage lighting, etc. And then another one. So that's like a very minor thing. And I don't think either of us would be able to answer that.

**CPBE Kurtz:**

I would say it's very similarly nearer to if an RSO wanted to hold like, close to a mock trials, they could, because their goal is they want to enrich the people who are in these record label positions, whether that's marketing, R&A, finance, and give them the experience just so they could go into the workforce, while also benefiting the students who want to get seen, you know, the artists, marketing, finance, A&R, people, and hopefully they could work together to, you know, outreach plus, you know, they're in their advisory board, they're hoping that, you know, they can draw out some attention and getting people to come to career fairs. But I think it's all kind of just getting put two shoes on running, but nothing like... at least recognize right now.

**Chair Rodriguez:**

And we do need to get into the Student News Consortium, and it's very, I think I can forecast that we will be voting now because again, the proposal. So is there any further questions? I'm now going to close the floor for questions. Is there any discussion on this proposal? I will now close the floor for discussion morning now move into a roll call vote on the Penn State Music Group.

1:09:07

“Vote on the PSMG recommendation to divert the group to UPAC funding passes unanimously\*

1:09:37

**Chair Rodriguez:**

Well now move into the Student News consortium proposal. Chief Budgeting and Planning Executive Kurtz, will you please introduce.

**CPBE Kurtz:**

Alright, so this is the last thing on our list here guys. So the Penn State Student News Consortium was developed in 2023 and is a nonprofit university affiliated students media org and is dedicated to providing news. They have a multitude of different, I guess, avenues, including the Centre County Report, PSN TV, Comm Radio, WKPS, which is The Lion, and the Daily Collegian, and altogether they are requesting just under $450,000 from the board to support its work. They claim the funding will provide financial support for their operation, joint projects and innovation to better serve the Penn State community. If you would skip to the next slide... As you can see, a large sum of their request is going towards salaries to support student leaders. Now, even though our budget models is not being implemented until 26. We know that this is the direction that we want the board to go. Their directors, staff support, TDC and WKPS is going for a salaried position to total about $192,000. Student wages, their rate is currently 15 an hour or I think that's where they want to aim to go. They have 60 students staff employees across all their orgs except Comm Radio. And those wages are covered by the college. Their average hours are 10 per week, I've not got any information on how they're going to levy monitoring those 10 hours per week, but we could always circle back at that and follow up. And they were predictable this semester. Operations, shared equipment, travel grants, you know that their timeline for this will start in May 2024. They're gonna launch their search for a new director beginning in July. And then by June, they will publish an accountability report and their year-over-year activities should be set in stone. Now, I don't know if anyone else is familiar with all the platforms that the News Consortium has. But they are offered to all Penn State students whether you know it or not. They are accessible on a multitude of different platforms. I know they're on YouTube, Instagram, Twitter, I'm sure. Or even the Penn State comm website, I'm sure you could get a hyperlink there.

Utilization for 23-24 was pretty spot on there. I didn't see any red flags in their spending for what they've provided to us. Their 25 invested funding is provided with any current Bellisario college university support and organizations, whether that be facilities, student faculty and staff wages, and any other any other kinds of support will continue to be in place. Their specific goals for this funding is to provide wages two keys to leaders of all members of the organization, hire a new director. And that would be the leader of their organizational structure. Consolidate services and equipment purchases, they say examples would be bulk purposes of cameras at a reduced rate that can be shared wire service access and license. Draft and implement an editorial calendar for projects and cross promotions. Creating a user friendly mechanism for sharing media assets for use. Therefore, what I just said that would all be a platform, create a website for transparency and accountability related to Student Fee Funding linked to all organizational members websites, we will have access to all those and see what they're using that money for. Adopted shared ethics and business policy for the consortium and design a launch bundle advertising promotions and events campaign involving all organizational members. Unless I'm missing anything glaring, I'll now open it up or now allow Chair Rodriguez to open it for questions.

**Chair Rodriguez:**

Yep. We will now open up just questions for the Student News Consortium. Are there any questions for the Student News Consortium? Seeing no questions for the Student News consortium will now move into discussion is there any discussion on the Student News Consortium? Representative Concepcion.

1:14:08

**Representative Concepcion:**

Giselle Concepcion UPUA appointee. I would like to see some like break like the specific list of the seating positions that are going to be paid as well as like their plan for tracking and accountability. I also know I'm aware that this is a direct response to the daily collegian’s funding being cut pretty extraordinarily from the university. I would personally, if possible, like to talk to some of the students who will be serving on this leadership committee and see if this is the direction that they're like supporting the college moving forward with.

1:14:41

**Chair Rodriguez:**

Yes, I can only respond to one aspect, the only conversation that I had related to the student buy in was with the editor in chief of the Daily Collegian. According to him, the Dean has been very cooperative. They seem satisfied with the reality that is presenting to itself. And this epitomizes cost sharing between all of the media platforms. So rather than the 400 or 200,000 that the university previously gave to the Daily Collegian, I believe, this now cuts that into just redistributing it among some varying groups. But again, that's the editor in chief that I spoke with. So that's my only interpretation. But that's certainly a point we can bring it up with the Dean. Representative Miller:

1:15:31

**Representative Miller:**

Lawrence Miller, GPSA President. For the director position, is that going to be like? Is that gonna be somebody a student? Or is that going to be somebody career individual who has experienced this?

**Chair Rodriguez:**

A salaried position.

**Representative Miller:**

Okay. And I guess, my question, who developed it?

**Chair Rodriguez:**

Who developed this?

**Representative Miller:**

Yeah, as the first line introduction that was developed to empower nonprofit yada, yada, yeah, so who was the driving force behind this?

**Chair Rodriguez:**

Yea so the Dean and the student media news leads. So they all have sat on a working group over the past since starting in the summer, to begin these discussions on how to formulate this and bring this proposal forward. I do have a point for discussion that I'll reserve for them. But I think I am comfortable saying that I think there's been reasonable cooperation and collaboration between all and I think that this is the happy medium that has presented itself given the reality of the budgetary situation. Any further questions?

1:16:42

Seeing no further questions, I will now move into discussion. So I just I want to start off by saying that, I think to be quite one. And this is just the reality, and I'm fine with being transparent. If we don't fund this, there will not be funding for the student news media outlets. There's no other way to say that. And I know that the situation with the Daily Collegian is quite interesting, because I'm obligated as chair to say that there is a contradiction to not funding sources that have had been funded by the university. I'm cognizant of that. I do think that the modified version that they have presented satisfies that initial concern given that the money is being formed in a new structure that is essentially, again, a consortium where there's collaboration, and communication between all media outlets for use of technology and just discussion. I personally don't see a choice but to approve this, I will be voting yes. Because if there, if this is not authorized, then all of these students, the student media leads, especially with their advocacy for student wages, it just won't be feasible or possible. That is the reality that presents itself here. And I want to be transparent with that rather than beating around the bush, because I'm sure we've all been aware of how the news has played out with the News Consortium. But yeah, I will conclude with just saying that. Representative Miller.

1:18:25

**Representative Miller:**

Lawrence Miller, GPSA President. All the classes, at least from my understanding, are all of the groups involved. They're not for credit. Right. Okay, cool. I think that it's pretty good. I think it's important. I do have well, I guess we're getting direct reports about the Dean as a as a start at this, but pretty important thing to fund.

**Chair Rodriguez:**

Any other discussion? Seeing none, we'll now move into a vote by roll call Vice Chair Chandler, will you please initiate the vote?

1:19:08

\*Funding $448,000 for the Student News Consortium passes unanimously\*

1:19:46

**Chair Rodriguez:**

And the news consortium passes unanimously. And that concludes our vote on the new funding proposals. We have since motioned to reconsider the OriginLabs. that will be organized for next week. And then you will organize those questions as you have requested. Again, speak to Chief Budget and Planning Executive Kurtz with those questions. I'll work with him subsequently after...

1:20:13

**Representative Miller:**

Point of privilege. Did we vote for the Career Closet?

**Chair Rodriguez:**

No, we did not apologize for that.

1:20:25

**CPBE Kurtz:**

Definitely speak to me after but put it in writing.

1:20:34

**Chair Rodriguez:**

Oh, apologies for that major oversight. Okay, so we'll now move into an authorizing vote on the Career Closet. We did have discussion and questions. We can begin the roll call vote. Vice Chair Chandler, whenever you are ready.

1:20:59

\*Career Services Professional Attire Closet passes unanimously\*

1:21:23

**Chair Rodriguez:**

Well, we have a fiscal year 24-25 budget, everybody congratulations. Not including OriginLabs and that. But so yes, that being said, congrats on accomplishing fiscal year 2425. What I will say, for the remainder of the meeting that we have, we've done a lot of work today, the voting has concluded. Fiscal year 26 is going to be when we need all of your buying and engagement. This is going to be what decides the fiscal reality after we're gone for the student body. So this will be really important to maintain that engagement and understanding. And all I would ask is that once we start reviewing and start sending out the materials for fiscal year 26, that's when you really need to buy into what we're doing. And I think that we're going to make this a little more simple with one sheeters for all of you with each proposal that comes in so you're able to get, you know, the essence of what is being proposed, because realistically, you all can't read 30... or 26... or you can individually, and you can evaluate it, and it will take a while but we're gonna make this as simplistic as we can, while engaging in very substantive discussions and maintain that balance. We will now move into line item seven of the chair report that is listed in the email. All I've been working on really is fiscal year 26. That has been what my purpose has consisted of over the past two weeks. FY 26 materials will be launched today is the anticipated intent and it will be due March 8 to account for our week delay. That's all, and I’ll now move into line item 8, Vice Chair report

1:23:27

**Vice Chair Chandler:**

I just urge you guys to check out our social media, follow us on LinkedIn. Our team is doing great work like for you guys to engage with that. Also if you have any ideas or any marketing materials if you have a lot of concern with Fee Board to proceed and pursue please feel free to share with either myself or Chair Rodriguez or the Office of Strategic Communications.

1:23:59

**Chair Rodriguez:**

Awesome. All right. We will now move into line item 9 of executive committee reports we'll move on from strategic communication, Chief Budget and Planning Executive Kurtz. Do you have any updates?

**CPBE Kurtz:**

No, I don't have anything that's substance. Just be on the look out of everything that’s been voted on except the last I'll throw it in there anyways, it can be changed, but I didn't feel comfortable sharing it until everyone approved everything that we propose. Be on the lookout for holistic 24-25 spending report. I'll try to compare it to the past couple years, just so we can kind of see the direction we're going. Obviously, that won't lose the impact of our reserves. Any increase/decrease percentages that I thought necessary to add. Hopefully by this week, I'll just drop it in an email and send it to the board and we can kind of use that as a catalyst for thinking for 26.

1:24:55

**Chair Rodriguez:**

Any questions? Seeing none, we'll now move again to Chief Administrative Executive report. Do you have report.

**CAE Alexander:**

Nope

**Chair Rodriguez:**

All right, and we will now move into line item 10 of comments for the good of the order are there any comments for the good of the order. Seeing no comments for the good of the order will now move into closing roll call. Vice Chair Chandler in which you begin.

\*Vice Chair Chandler conducts closing roll call\*

1:26:01

**Chair Rodriguez:**

I now adjourn this Friday February 16 at 10:23 am.