Student Activities Budget Advisory Committee
Meeting Minutes
September 23, 2020
(meeting virtually via Microsoft Teams)

VOTING MEMBERS PRESENT: Phillip Brown, Renee Butler, Vincent Coakley, Travis Friday, Nikole Gianopoulos, Gloria Laureano, Juvoni (JJ) Lopez, Parker Thompson, George Williams, Andrew Wittmayer

VOTING MEMBERS ABSENT:

OTHER NON-VOTING MEMBERS AND ADMINISTRATIVE REPRESENTATIVES PRESENT: Ronald Briggs, Candace Hall, Andrew Harvill, Tonya McPherson, Trecee Safford, Ann Marie Thomas

CALL TO ORDER: SABAC Chair, Gloria Laureano called the meeting to order at 3:31 p.m. Attendance was taken and quorum met.

SUPPLEMENTAL FUNDING REQUESTS
Department of Student Leadership and Service
The Alternative Break Program provides students opportunities to forego traditional breaks in favor of engaging in diverse communities through education and service; providing a quality community-based transformational learning opportunity. Participants travel to various sites to take part in these experiences.
Program-Alternative Break Program
Date- Various dates
$3,996.00
Questions- When in the spring would these happen? Probably during MLK week, or during Spring Break, if Covid does not allow, then we would push it back until May. Usually funding is requested at the beginning of spring semester. Are staff members allowed to attend these trips and is SABAC allowed to cover that? It is my understanding that if they are serving in a chaperone role then they can be covered. Have you looked at cost of using personal vehicles versus using the van? We have not looked at this, but we know that there can sometimes be parking issues, so having one vehicle makes it easier. Is there normally 4 of these events per semester? Yes, normally about 4 per semester. Would you know what the breakdown of paying for Chaperones would be? I don’t remember off the top of my head but I can definitely get that cost to you. We cannot pay for Chaperones with student fees, this has been updated in the new SABAC Protocol manual. You have a cost of $150 for snacks and lunch? Yes, if the meeting/training last for a certain amount of time we are allowed to have some type of meal for them.
Discussion- SABAC can pay for the student portion, not the staff portion. Travel funds may be used- only once we are allowed to approve travel again.
Rationale- Approval of funds pending any new travel guidelines by the university and only paying for students not Chaperones. The cost of the Chaperones is approximately $270, which would be a total of $1080 for 4 meetings.
Renee Butler moved to approve $2,916.00, seconded by Andrew Wittmayer. Motion passed 8-1-0.
Request has been withdrawn by Department, pending updated USG/BOR spring travel guidelines.

Department of Student Leadership and Service
The KSU Day of Service is designed as an opportunity to say thanks to our local community that has supported the university in many important ways throughout its history. Volunteers participate in a variety of projects that meet the specific needs of community organizations throughout Cobb County and Metro Atlanta.

Program-KSU Day of Service
Date- March 2021
$6,980.00
Questions- None
Discussion- None
Rationale- Approval based on past events of this nature and participation from KSU Students.
Renee Butler moved to approve $6,980.00, seconded by Travis Friday.
Motion passed 9-0-0.

The Kulture
The Luau on the Green will be a luau themed event held on the Friday of the first week of school on the Campus Green. This will be a chance for students and faculty to sit back and relax and enjoy some water games, relaxing activities like blowing bubbles, refreshments and music to close out that hectic first week of school. We are hoping to collaborate with zero in five for this event so that it can be used as an educational experience as well. Kennesaw’s Got Talent will be a talent showcase for students who want to showcase their talents, whether it’s singing, dancing, or spoken word, all talents are welcome here. The first 40 audience members will receive a commemorative t shirt and a small trophy shaped favor. A few members of The Kulture will be the judges and we will hand out 1st, 2nd and 3rd place trophies to the winners. Halloween Themed Silent Disco will be a silent disco held 10/30/2020 where students can get dressed up and come out and enjoy a night of dancing with the ghouls. We will take pictures of all of the costumes and we will have the other attendees vote on which costume is the best and the winner will receive a small trophy. We will be handing out candy filled goody bags and other Halloween themed favors. The Valentine's Day Date Auction is a valentine's themed event where we will auction members of our organization and others for a group date on valentine’s day. Upon arrival to the event, ALL auctioneers will receive a gift bag with a raffle ticket that will be used to raffle off a Valentine's day gift.

Programming- Luau on the Green; Halloween Themed Kennesaw’s Got Talent; Valentine’s Day Date- 8/21/2020; 10/30/2020; 9/18/2020; 2/5/2021
$7,213.69
This RSO cancelled this request for this meeting and will re-submit at a later date.

Mock Trial
By registering for the tournaments, being able to go would mean that the Kennesaw Mocking Owls would get to be around and compete with mock trial teams from other schools. The more tournaments we compete in, the more we are able to practice, and this would increase our chances of moving past regionals and going to ORC’s in the spring. The costs of the tournament entrance fees range from 150-450 per team, and if we have an A and a B team like we did last year, we have increased chances of moving on from regionals and competing at a higher level, however this is more expensive. We are also thinking about the amount of money needed to purchase the rights to the case, and the costs associated with demonstratives for court. Since we aren't traveling this year we don't need to budget for that, but there are other costs for us as a program.

Online Tournaments
Date- October 16-18, November 14-15, November, 21-22
$3,275.00 Previous Request (At actual meeting request-$2,825.00)
Questions- Do you have a breakdown of the technology that you will need? Yes, we need web-cameras for the team so that we can show the team better because everything is now virtually. So you are already registered for the 3 tournaments that you have listed here? Yes, we are registered. And we are working on the registration for the others as well.
Discussion- Where would this equipment be stored? It would be purchased through UITS and it would be tagged so that the Advisor can keep track of the item.

Rationale- Approval of online tournaments and web-camera for use with virtual presentations and will be stored with the Advisor and be a part of KSU property.

Parker Thompson moved to approve $2,825.00 seconded by Travis Friday.

Motion passed 9-0-0.

Student Affairs Marietta
Looking to move funds around for approved programs based on the impact the pandemic has had on the nature and cost of programming on campus. No increase in funding, just a reallocation.

Funding Reallocation
Date-Various Dates
$4,000 Pumpkin launch, Unity center $1,100, Food for thought~$400

Questions- Use funds to offset cost of other events such as hand sanitizers and also use some funds for heritage month event. Food for thought event, topics of diversity, making it more appropriate, making it a weekly event instead of once a month. What type of give-a-ways are we talking about? Usually it is food, but given the element that we are in, we just want to be able to give them something non-food if that is allowed.

Discussion- None

Rationale- Funding re-allocation for Covid19 related effects on previously scheduled events.

Renee Butler moved to approve $4,000.00 for Pumpkin Launch re-allocation of funds, seconded by Vincent Coakley.

Motion passed 9-0-0.

Andrew Wittmayer moved to approve Unity Center re-allocation of funds, with following SABAC guidelines regarding give-a-ways, seconded by Travis Friday.

Motion passed 9-0-0.

Parker Thompson moved to approve re-allocation of $400.00 Food for thought, and $572.50 for the Heritage Month event, seconded by Andrew Wittmayer.

Motion Passed 9-0-0.

Filipino Student Association
The second annual Filipino Student Association Culture Show. While we do understand the current fall guidelines provided by KSU for events involving more than 50 people, due to the fact that there are no specifications pertaining to the following Spring Semester to which the show will be held we are planning our actions with the assumptions that the restrictions may be lifted or more lenient. The Culture Show helps to promote learning and appreciation for the culture of the Philippines as well as providing connections to those in the US to whom may not be as well connected to their heritage. We promote the event to related Filipino Associations across the Southeast and also highly recommend the inclusion of KSU attendees as well so to connect and teach others of Filipino life. The cost for rental of the Student Center theater is $2,000.00. We also plan on catering through an approved caterer Adobo Atlanta who assisted previously in catering our event, the cost estimate according to an assumed capacity for the event of 200-250 guests is $160.00 for the Banana Cue, $455.00 for the Siopao Asado, $245.00 for the BBQ Pork, $665.00 for Lumpia (vegetable and pork) with a delivery fee of $125 and a sales tax of $146.85. The total for food overall is $1,796.85 rounded to $1,800.00 to account for possible small cost discrepancies. The cost is elevated compared to last year because of the food choices. We had previously worked through multiple caterers and providers for the food to which we also didn’t have enough for our capacity at the time so in response we are limiting to the one caterer for consistency. We are also working toward more personal food options compared to the more inexpensive shareable trays so to keep food distribution as Covid safe as possible. In regards to Covid, we plan on also procuring
masks for those who may not have them $13.58 for packs of 50 disposable medical masks x 4 to accommodate the estimated 200-250 guests for a total of $54.32.

Program- Filipino Culture Show
Date-January 23, 2021

$3,900.00

Questions- None, Student Representative not in attendance at the meeting.

Discussion- This request has a lot of different parts and includes events which would include at least 50 students or more. With the current issues with social distancing, we are not able to plan anything of this nature at this time. The organization is more than welcome to re-submit this request at a later date so that they are better able to answer some of the questions that the committee has regarding the processing of this request at this time.

Rationale- No student representative available to answer the questions from the committee regarding this request and how to proceed during these current times.

Renee Butler moved to approve $3,900.00, seconded by Andrew Wittmayer

Motion failed 0-8-1.

Analytics and Data Science Organization
I got accepted to present my paper for oral presentation titled, “Novel Undersampling Approaches For Class Imbalance at Inform 2020 conference.

Program- Virtual Conference
Date- November 7-13, 2020

$500.00 Previously requested, Requested at meeting-$205.00

Questions- So the requested amount has changed? Yes, since it is now a virtual conference, they lowered the registration cost to $205.00.

Discussion- None

Rationale- Approved funding request for online/virtual student registration fee.

Andrew Wittmayer moved to approve $205.00, seconded by Parker Thompson.

Motion passed 9-0-0.

Analytics and Data Science Organization
The request pertains to presenting at the 2020 INFORMS Virtual Annual Meeting. INFORMS is a large international organization of analytics and operations research professionals, and the annual meeting provides an excellent opportunity to showcase the cutting-edge research that we are doing in the Analytics and Data Science Institute and Kennesaw State University more broadly. My talk will be a part of a larger session composed of other members of our Analytics and Data Science Ph.D. program and will be chaired by a recent graduate. The research I will be presenting is on mitigating loss due to credit card fraud using SMOTE and Tomek Link under-sampling, a topic that should be of particular interest to industry professionals and researchers working with imbalanced data.

Program- Informs Virtual Annual Meeting
Date- November 8-13, 2020

$500.00 previously requested, requested at the meeting-$205.00

Questions- None

Discussion- None

Rationale- Approved funding request for online/virtual student registration fee.

Andrew Wittmayer moved to approve $205.00, seconded by Parker Thompson.

Motion passed 9-0-0.

Waymark Literary Magazine
We are looking to physically publish our literary magazine for the fall issue through Mixam. If allowed funding, this would cover 1,000 physical copies of a colored magazine, shipping and handling costs, and taxes included. The date requested for funding would be the day the order is being placed. With the events of COVID and students on campus being limited, we are also looking at doing a smaller run
Questions- Are you putting these around campus or mailing them out? We plan to put them around campus, but right now shipping might be too expensive and we would have to do a fundraiser for this if we decided to mail them. Have you considered using the Sentinel, since this is already a printed source around campus? Printing in the Sentinel would be difficult since Waymark and Sentinel are two different types of editorials. Do you foresee the organization needing to print these every semester? Yes, right now we do want to print these biannually so it might be that this is the way we want to do this. Have you ever thought about a digital option which would then give the students an online option as opposed to an actual magazine? We have considered an online option, but it would not be the same, so that is why we wanted to do the actual printed magazine. You mentioned having some submissions as well as possibly sending these to outside entities, SABAC funding cannot be used for non-students. Are you totally relying on SABAC funding or do you have other options for funding this printing? We don’t have any other options right now, and it would be difficult to get the notoriety since we are just starting out. Would you consider getting submitters to pay for their submission? Yes, that is something we could consider, but right now no one is paying for any submissions. You should also consider the English department with options for publishing. Is the deadline a hard deadline? It would be just for timeline and approval that needs to be considered as far as the deadline that we are trying to meet.

Discussion- For distribution, please try to work something out with the English Department. This is student fee funds and it should be used for students.

Rationale- funding approved based on stipulations that all SABAC protocols are followed and only printed for KSU students as well.

Parker Thompson moved to approve $2,601.89, seconded by Andrew Wittmayer.

Motion passed 9-0-0.

Distribution of printed issues should be limited to students, per BOR/USG guidelines that all student fee expenses should be student centered with students being the primary participants or beneficiaries.

VI. NEW BUSINESS
Marietta Activities Council
Request to move Fall Festival from October to the Spring Semester because of Covid19. This was a previously approved event by SABAC.

Parker Thompson Motion to approve moving Fall Festival to the Spring Semester, Seconded by Travis Friday.

Motion passed 9-0-0.

ANNOUNCEMENTS AND QUESTIONS:
Option to suspend Robert rules for the duration of the semester virtually for the processing of the meeting, but not the voting of funding approvals, motioned to approve by Andrew Wittmayer, seconded by Parker Thompson.

Motion passed 9-0-1

Seeing no further information, the SABAC meeting adjourned at 5:01 pm.

Respectfully submitted by Ann Marie Thomas, SABAC Secretary.

Minutes reviewed by: