

Student Activities Budget Advisory Committee
Meeting Minutes
March 15, 2023
(Meeting virtually via Microsoft Teams)

VOTING MEMBERS PRESENT: Emilee Cornelison, Zoe Derr, Charlene Johnson, Zae Brewer, Sara Makboul, Krishna Chaitanya Naraparaju and Ayush Patel. David Mann was absent.

NON-VOTING MEMBERS AND ADMINISTRATIVE REPRESENTATIVES PRESENT: Nigel Harris, Ronald Briggs, Stephanie Gericke, Jessica Roberson, and Melissa Kohring.

CALL TO ORDER: SABAC Chair, Nigel Harris called the meeting to order at 3:30pm. Attendance was taken, and quorum met.

1. EcoOwls: Students for Environmental Sustainability: Christian Thomas

This field trip will be an interactive and educational opportunity for students. Allowing students to see what we strive to protect. Students will meet on the Kennesaw campus and then carpool to the Chattahoochee nature center. We will spend a few hours there and then return to campus.

Travel Program- Field trip to the Chattahoochee nature center

Date- 4/8/2023

\$380.00

Questions- Can you confirm the date of the trip? 4/8. What is the selection process for choosing students to attend this trip? Advertising on Owl life and Instagram and choosing first come first serve. You did mention whoever joins on Owl life, can you clarify? Anyone can be a part of this event but joining on Owl life would help students to see the posting first as it will be first come first serve.

Discussion: They need to use Owl life not Instagram as a condition for this request.

Rationale- RSO's must advertise events on Owl life and events need to be open to all KSU students.

Emilee Cornelison proposed the **motion to approve in the amount of \$380.00 with the condition that the RSO use Owl life to select students for this event**, seconded by Charlene Johnson.

Motion passed 7-0-0.

2. American Institute of Architecture Students: Alanzo Price

This is an annual conference hosted by AIAS. The national organization is separated into 4 sectors and AIAS at KSU falls in the South Quad. This year's conference is hosted by SCAD AIAS in Savannah. This funding request is for the expense of tickets and travel. Tickets have traditionally been an obstacle in getting students to attend this event so having funding to pay for tickets would support students in representing the school at a national conference. The RSO intends to sponsor the purchase of tickets for the conference. Being that the conference is hosted by SCAD, students are only responsible for getting tickets.

Travel Program- REVIVAL - South Quad Conference

Date- 03/30/23-04/02/23

\$2,375.00

Questions- How will members and non-members work? We have students who are already members but also students that are not member and we want to make sure that non-members have the opportunity to go.

Discussion- None

Rationale- None

Emilee Cornelison proposed the **motion to approve \$2375.00**, seconded by Charlene Johnson.

Motion passed 7-0-0.

3. Pre-Physician Assistant Club: Corene Fuller

The American Academy of Physician Assistants (AAPA) Conference is the official national conference for Pre-Physician Assistant and current Physician Assistant students. The conference will provide KSU students the opportunity to attend lecture sessions on the latest breakthroughs in medicine, collaborate

with PA's and other Pre-PA students, and attend hands on workshops to learn essential skills such as point of care ultrasound testing and performing EKGs.

Travel Program- AAPA Conference 2023

Date- May 19-21, 2023

\$4,134.40

Revised amount \$4054.40

Questions- Parking fee removed from request. Will any students attending be graduating in the spring? If it is allowed, we would like to allow graduating seniors. Unfortunately, graduating seniors would not be considered students after convocation ceremonies. So SABAC cannot fund anything for those previous students considering the dates of this conference.

Discussion- Graduating students cannot attend this event due the date of the event. Graduating seniors will no longer be current KSU students and therefore SABAC cannot fund their participation.

Rationale- After commencement seniors are no longer current KSU students.

Charlene Johnson proposed the **motion to approve \$4054.40 with the condition that current KSU students attend**, seconded by Emilee Cornelison.

Motion passed 7-0-0.

4. Student Nurses Association: Amanda Manzie

SNA strives to send students to Annual, Bi-Annual, and State Nursing Conventions. These conventions educate students on the Nursing profession. They host leadership workshops and provide guidance for RSOs to run legally and properly. On average, the mid year convention and the annual convention cost about 5,000 each to send 5 people . the State convention is typically less that 600\$ to send students.

Travel Program- Annual NSNA Convention

Date- April FY 23-24

\$5,000.00

Questions- None

Discussion- None

Rationale- This request was intended to be a request for Annual Funding. Student redirected to Annual Budget Request process.

No Vote.

5. MSIB Club: Jordyn Upton

Brittney intends to present her lab's research on biomarkers of PTSD in child abuse survivors. This work is important in disseminating research being done at KSU and connecting with other professionals in the field as she searches for Ph.D. opportunities.

Traveler Name- Brittney Owens

Date- 4/21/23

\$181.62

Revised amount \$209.25

Questions- How did you calculate the milage in your request? Mileage calculator website. State institutions cannot use that calculation. Do you have the quantities of miles? I can email that do you. What is the correct site for mileage calculations for future use? \$0.625 x miles travels. That is the state per diem for mileage calculation.

Discussion- Conference is in Athens. It is 74 miles making the amount \$46.25. SABAC cannot pay for individual memberships. The student mentioned that the \$38 membership is required for them to present as part of the registration. If it is part of the registration, we should be able to pay that.

Rationale- Increased amount due to KSU's mileage per diem.

Emilee Cornelison proposed the **motion to approve in the amount of \$209.25**, seconded by Zoe Derr.

Motion passed 7-0-0.

6. Kappa Kappa Psi: John Perry

The Southeast District Convention is compromised of members in Kappa Kappa Psi and Tau Beta Sigma, National Honorary Band service fraternity, and sorority, respectively. The purpose of this convention is for members to gather to complete leadership workshops, network, and gain information on how to better

support the band programs at our colleges and universities. The travel the RSO intends to sponsor is a trip to the Kappa Kappa Psi and Tau Beta Sigma Southeast District Convention in Knoxville TN. Members of the RSO intend to provide our own transportation and cover food costs. Kappa Kappa Psi Southeast District Convention is comprised of members in Kappa Kappa Psi and Tau Beta Sigma, National Honorary Band service fraternity, and sorority, respectively. The purpose of this convention is for members to gather to complete leadership workshops, network, and gain information on how to better support the band programs at our colleges and universities.

Travel Program- Kappa Kappa Psi Southeast District Convention

Date- March 31- April 2, 2023

\$3,040.00

Revised amount \$1,350.00 (Decrease in registration fees & removal of hotel reimbursement)

Questions- Has the deadline already passed to reserve the rooms at the discounted rate? Yes, our chapter paid for the rooms with the chapter credit card to ensure we received the discounted rate.

Purchased or reserved? Purchased with the chapter card. Has registration been purchased as well? No the registration has not been purchased. So is this this a reimbursement request? Yes. We did not see anything regarding travel. How are you getting there? We are all traveling separately and meeting up there. Will these be KSU students? Yes. If members have already purchased registration, do you know how many have? No, our members have not purchased registration yet.

Discussion- The already paid for the hotel and are seeking reimbursement for the amount paid and payment for the registration amount. We need confirmation if they actually paid or if it was a deposit. This will depend on how the hotel processes their payments. The did not pay for registration yet.

Rationale- SABAC cannot fund reimbursement requests for items purchased before SABAC approval. Zoe Derr proposed the **motion to approve in the amount of \$1,350.00**, seconded by Charlene Johnson.

Motion passed 7-0-0.

7. Pakistani Students Association: Zohaib Khan

This will be an event during the month of Ramadan where Muslim students will be fasting and we will be providing dinner for them. This event is open for all students to attend, not just members or muslim students. This will be an opportunity for anyone who comes to sit down learn more about our religion, eat, and have a good time.

Program- Iftar event

Date- March 30, 2023

\$1,000.00

Questions- Has the food already been ordered? No. What was the name of the restaurant? Karachi Broast & Grill. Does the restaurant deliver? Yes. Do you know how much the delivery fee will be? There will be no delivery fee.

Discussion- Per diem rate is \$1100.00 so \$1000.00 is eligible.

Rationale- None

Emilee Cornelison proposed the **motion to approve in the amount of \$1000.00**, seconded by Zoe Derr.

Motion passed 7-0-0.

8. Pollinator Conservation Club at Kennesaw State University: Samantha Kennett

Bee boxes, or bee hotels, are collections of hollow stems or pieces of wood with holes drilled in them that provide nesting habitat for native bees and wasps. If you want to help us create some 5-star hotels for our hard-working little pollinating friends, come by the campus green during the Earth Day Event 2023! We will also have our bee and wasp collection on display so you can see some of the beautiful species you'll be helping to support. Join us on Earth Day to build bee boxes!! Bee boxes, or bee hotels, are collections of hollow stems or pieces of wood with holes drilled in them that provide nesting habitat for native bees and wasps. If you want to help us create some 5-star hotels for our hard-working little pollinating friends, come by the campus green on Earth Day! We will also have our bee and wasp collection on display so you can see some of the beautiful species you'll be helping to support.

Program- Build a Bee Hotel Event

Date- Earth Day, April 22, 2022

\$464.60

Questions- Is the paint safe for the bees? Yes.

Discussion- Event is on 4/22? That is a Saturday? Who is going to come? The date is actually 4/18.

Rationale- None

Charlene Johnson proposed the **motion to approve in the amount of \$464.60**, seconded by Emilee Cornelison.

Motion passed 7-0-0.

9. Marietta Multicultural Club: Krishna Chaitanya Naraparaju (1 of 3)

The World Bazaar will give campus cultural groups the opportunity to share their history and heritage while giving individuals the opportunity to gain experience with cultures and traditions from around the world. The bazaar will take place annually by the end of the Spring semester.*In addition to table displays from student organizations, the bazaar will feature a variety of international foods attendees may sample. Snacks for the event from around the world to share with them and share with students. Students can come and pick up some snacks and take them home or have them during the event.

Program- World Bazaar

Date- April 12, 2023

\$849.35

Questions- Which cultures or countries will be on displayed? Different RSO will present different countries at their choice. How many students do you expect to attend this event? About 200.

Discussion- Was this request raised to \$850.00? I think they were rounding. Some of the items were being purchased through Amazon, perhaps that was a source of discrepancy. We will keep it at \$849.35.

Rationale- None

Charlene Johnson proposed the **motion to approve in the amount of \$849.35**, seconded by Zoe Derr.

Motion passed 5-0-2.

10. Marietta Multicultural Club: Vadlamani Abhishikth (2 of 3)

Pop up tabling event to share Popsicle with students and wish them luck for finials. A pop up tabling event for KSU community students to come and grab a popsicle and wish each other good luck for the finals.

Program- Pop With MMC

Date- 1st May 2024

\$34.20

Questions- Where will the pop-up table be? Marietta Campus – The Globe.

Discussion- Love the idea; popsicles!

Rationale- None

Charlene Johnson proposed the **motion to approve in the amount of \$34.20**, seconded by Emilee Cornelison.

Motion passed 5-0-2.

11. Marietta Multicultural Club: Krishna Chaitanya Naraparaju (3 of 3)

Celebration of different Asian Countries' and their uniqueness with the campus community and each country is represented in a different room. We share snacks with visiting students and make them play an activity from that nation. This is a collaboration with Unity center and other RSOs. We want to represent India and share snacks with students who visit the room. Along with this we'll be playing activities from India and sharing about Indian culture with students

Program- Asian Celebration

Date- April 19 2023

\$72.70

Questions- Are items from Patel Brothers pre-packaged? Yes.

Discussion- None

Rationale- None

Emilee Cornelison proposed the **motion to approve in the amount of \$72.70**, seconded by Zoe Derr.

Motion passed 5-0-2.

12. French Club: Katheryn Foust (1 of 2)

Items for current and future French club members and events. Materials will be distributed at all French club events. Any KSU student who attend these events and or participates in a French club activity can receive these items.

Program-

Date-

\$495.60

Revised amount \$492.50

Questions- Revised the amount based on quote for 55 shirts. T-Shirts are for only members? T-shirts will be for those that attend our meetings, which are open to members and non-members. It was stated that these shirts would be for events planned for the remainder of the year. What events are currently planned for the remainder of the year? Mocktail Party 4/11, Book creation, and Study Abroad event to distribute books.

Discussion- Did they received prior SABAC funding for the upcoming events mentioned? No, they did not submit a request for those events. Is it okay for them to give out some shirts at one event and save the remainder for the next events? That is up to SABAC to decide. They stated for 3 events. The did received funding for the mocktail event and it was just supplies.

Rationale- None

Emilee Cornelison proposed the **motion to approve in the amount of \$492.50**, seconded by Krishna Chaitanya Naraparaju.

Motion passed 7-0-0.

13. French Club: Katheryn Foust (2 of 2)

The French Club would like to request funding for cultural entertainment for our mocktail event representing the country of Madagascar. Our mocktail event will be a cultural event that showcases the culture of Madagascar through food, cultural presentation, trivia, and other cultural activities that encourage students to expand their knowledge of French and various francophone cultures. We hope that the refreshments and activities will attract attendees so that they can be exposed to the cultural environment of our event, and thank them for their participation.

Program- French Africa

Date-

\$500.00 – Request Withdrawn

Questions- None

Discussion- None

Rationale- None

No Vote.

14. Kennesaw Motorsports: Steven Tubbs

Formula South Invitational is a competition KSU hosts where we invite schools from neighboring states like North Carolina, Alabama, and Florida to race and develop their competition teams with each other. By hosting this event, we get the opportunity to bring the knowledge of the Southeastern FSAE teams to KSU so our team and students can learn and be engaged in the community. This event will include a full day of showcasing KSU's motorsports team and other programs allowing students to see all these teams in action and show them what opportunities are available in student activities.

Travel Program- 2023 Formula South Invitational

Date- April 15-16th

\$4,970.50

Revised amount \$4950.00

Questions- Is the food for the KSU students who are attending? Yes. SABAC can only fund food for KSU students; How many KSU students do you expect? About 200. How many teams have you hosted in the past? We are growing 1-3 teams per year previously. We have about 8 teams currently registered and registration closes 4/1 and we expect more to register by then. There are additional expenses listed on your request. What were you expecting for that? Mostly delivery charges for EVM rented equipment. Do you have an updated quote from EVM? No, we do not have a quote from EVM. The pricing was

calculated off pricing data from the EVM website. An EVM quote will be necessary to process the payment. Is there a way to make sure that only KSU students are eating? It is stated in the information that we sent out, that all teams are supposed to provide their own food. We can re-state it to the teams that are coming.

Discussion- We need a quote from EVM on this one. The amount requested was updated to \$4950.00. How can we expect them to control the food going to KSU students. We could have a tap-in location at the food station. We could have a list or give a token to redeem food. The tap-in seems like it would work. There would be 2 conditions for this request; 1. A tap-in for food and 2. An EVM quote.

Rationale- None

Charlene Johnson proposed the **motion to approve in the amount of \$4950.00 with the condition they utilize tap-in for food serve to ensure only KSU students receive refreshments and a quote from EVM**, seconded by Krishna Chaitanya Naraparaju.

Motion passed 7-0-0.

15. Tau Beta Sigma: Timothy Hunt

Request for funding to cover registration fees for the Spring 2023 Tau Beta Sigma Southeast District Convention (SEDC) for current members. We intend to sponsor registration fees in the amount of \$90 per member for thirteen members for the 2023 Tau Beta Sigma Southeast District Convention in Knoxville, Tennessee. Total funding amount sought is \$1,080. All other travel expenses will be handled by individual RSO members.

Travel Program- Tau Beta Sigma 2023 Southeast District Convention

Date- 3/31/2023 - 4/2/2023

\$1,080.00

Revised amount \$1551.96

Questions- You have \$825.00 request and \$255.00 remaining towards hotel cost; totaling \$1080.00. Yes, we have not made any payments only the reservation. Has registration been purchased? No. Who would be able to attend? 11 Members only. Will you be seeking reimbursement from SABAC? No, we will receive funds first. Do you have a quote from the hotel? Yes, 2 rooms totaling \$726.96. \$255.00 to help with hotel costs and the remaining \$471.96 for students to pay.

Discussion- Members only is okay with travel requests. Is it okay to include the total lodging expense? Have they requested any travel for this year? No. They are eligible for the max \$5000.00 per year. Is there a reason 12 people going and there are just 2 hotel rooms? Is there a reason they did not factor that in? SABAC can revise this based on their judgement. If they have the funds why not make people more comfortable. The \$225.00 of the 726.96 of the hotel costs seems like not enough. They will have to ask students to fund the additional amount and they may need additional rooms which would make the cost go up even more. They may have additional events coming up but they do not have any more supplemental meetings with which to request more funds. They may have money in their accounts. There club may have purchased the rooms already. They are not on the call for us to ask. So SABAC can make that decision.

Rationale- SABAC does not feel like the hotel amount is adequate. So we are including the entire hotel cost as presented.

Charlene Johnson proposed the **motion to approve in the amount of \$1551.96 with the condition that the hotel has not already been paid for**, seconded by Zoe Derr.

Motion passed 7-0-0.

16. Muslim Students Association: Aboubakar Kaba

As the semester ends, the Muslim Holy Month of Ramadan will begin. We want to use this time as an opportunity to teach our members about the importance of our holy month and let them ask any questions they may have about it. It will also be a festive time for celebration and allow all KSU members to enjoy the month while they are still in school. Board members will be talking to all KSU members about the month of Ramadan and what Muslims do during that month. There will be goodie bags with a Ramadan-style design to encourage the festive month. Food will be provided for KSU members to meet and be able to socialize with one another and learn about islam.

Program- MSA Ramadan Iftar

Date- April 14th, 2023

\$400.00

Questions- Do you have a quote from the restaurant? Yes. Would you be having it delivered? No, we will pick-up. Is delivery an option? Yes. What would the delivery fee be? \$0.00.

Discussion- Previously students were not encouraged to pick up items. However, we have been updated recently we can allow students to pick up items.

Rationale- None

Charlene Johnson proposed the **motion to approve in the amount of \$400.00**, seconded by Emilee Cornelison.

Motion passed 7-0-0.

VI. NEW BUSINESS - None

VII. ANNOUNCEMENTS

Annual Budget Drop-In Help Sessions			
Day	Date	Time	Location
Mon	3/20/2023	10a-12p	Virtual - Click Here
Tues	3/21/2023	1-3pm	Virtual - Click Here
Mon	3/27/2023	10a-12p	Virtual - Click Here
Thurs	3/30/2023	1-3pm	Virtual - Click Here

Seeing no further information, the SABAC meeting adjourned at 5:07pm.

Respectfully submitted by Melissa Kohring, SABAC Secretary.

Minutes reviewed by:

DocuSigned by:

 _____ Date: March 20, 2023
 Nigel Harris, SABAC Chair

03/15/2023 SABAC Meeting-Budget Recommendation

Signature:

Dr. Eric Arneson, VP for Student Affairs

Date: _____

Budget Recommendation Approved Yes No

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Move the following amounts from Contingency #1350030 to Special Projects #1350008:

1. EcoOwls: Students for Environmental Sustainability: Christian Thomas	\$	380.00
2. American Institute of Architecture Students: Alanzo Price	\$	2,375.00
3. Pre-Physician Assistant Club: Corene Fuller	\$	4,054.40
4. Student Nurses Association: Amanda Manzie - Withdrawn (Annual)	\$	0.00
5. MSIB Club: Jordyn Upton	\$	209.25
6. Kappa Kappa Psi: John Perry	\$	1,350.00
7. Pakistani Students Association: Zohaib Khan	\$	1,000.00
8. Pollinator Conservation Club at KSU: Samantha Kennett	\$	464.60
9. Marietta Multicultural Club: Krishna Chaitanya Naraparaju (1 of 3)	\$	849.35
10. Marietta Multicultural Club: Vadlamani Abhishikth (2 of 3)	\$	34.20
11. Marietta Multicultural Club: Krishna Chaitanya Naraparaju (3 of 3)	\$	72.70
12. French Club: Katheryn Foust (1 of 2)	\$	492.50
13. French Club: Katheryn Foust (2 of 2) - Withdrawn	\$	0.00
14. Kennesaw Motorsports: Steven Tubbs	\$	4,950.00
15. Tau Beta Sigma: Timothy Hunt	\$	1,551.96
16. Muslim Students Association: Aboubakar Kaba	\$	400.00

FY23 \$ 18,183.96

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 Document Pages: 8 Signatures: 1 Envelope Originator:
 Certificate Pages: 1 Initials: 0 Melissa Kohring
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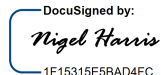
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Signer Events

Nigel Harris
 nharris6@kennesaw.edu
 Director, Programs and Facilities
 Kennesaw State University
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