

Summer 6-10-2013

Appropriations and Audits Committee Meeting Minutes 06-10-13

Adam Aldridge

University of South Florida, Student Government Senate, aldridge1@usf.edu

Follow this and additional works at: https://digitalcommons.usf.edu/sg_leg_pubs



Part of the [Higher Education Commons](#), and the [Higher Education Administration Commons](#)

Scholar Commons Citation

Aldridge, Adam, "Appropriations and Audits Committee Meeting Minutes 06-10-13" (2013). *Legislative Branch Publications*. 384.

https://digitalcommons.usf.edu/sg_leg_pubs/384

This Senate Committee Meeting Minutes is brought to you for free and open access by the Student Government at Digital Commons @ University of South Florida. It has been accepted for inclusion in Legislative Branch Publications by an authorized administrator of Digital Commons @ University of South Florida. For more information, please contact digitalcommons@usf.edu.



University of South Florida
Student Government Fifty-Fourth Student Senate

Senate Committee on Appropriations and Audits
Summer Session
June 10, 2013

Call to Order by Chairwoman Kattih at 12:04pm.

First Roll Call:

Present: Abraha, Hartmann, Imam, Kattih, Scharon, Many, Munroe

Absent: Morejon, Persaud

Guests: Protempore Adam Aldridge, JEC Chairman Abdool Aziz, Katherine Burkhard (SGATO), Masha Galchenko (ASBO)

Additions/Deletions and/or Clarifications to the Orders of the Day:

Kattih: So we do have quorum. The next item on the agenda is additions, deletions, or changes to the agenda. Are there any motions to approve the agenda?

Scharon: *I motion to approve the agenda.*

Kattih: Are there any objections to approving the agenda? Seeing none the agenda has been approved.

Additions/Deletions and/or Changes to the Minutes:

➤ May 28, 2013

Kattih: Next I sent out a copy of the minutes from May 28th, so I hope you guys looked over that. Are there any motions to approve the minutes?

Hartmann: *Motion to approve the minutes.*

Kattih: Are there any objections? Seeing none. Just a side note guys if you don't want to read all of the minutes make sure you go through and at least read the parts where your name is listed. Control find and make sure you said what it says you said because that is public record.

Open Forum:

Kattih: Next on the agenda is open forum does anyone have anything to say?

Aldridge: Just to reiterate what I said last week we're going to have pictures tomorrow so be sure to come a little bit before senate. And thank you for doing such great work and that's why we got the food for you today.

Kattih: Anyone else? Okay moving onto new business. We have two transfer requests first on the agenda is the judicial branch transfer request.

General Business:

1. Judicial Branch Transfer Request

Kattih: We do have members of the judicial branch who are here and the transfer request is very similar to part of the one presented last week where they wanted to transfer an amount from payroll to food. So here they want \$500 from payroll to food and it says funds are needed to increase court outreach. They want to have a reserve stock of snacks for the start of the fall semester for bull market. If you guys would like to see them present or if you guys want to move right away into discussion... whatever the committee would like.

Abraha: *Motion to move into discussion.*

Kattih: Are there any objections?

Hartmann *objects*

Abraha *rescinds*

Hartmann: Would you guys like to present or...?

Buenaventura: If you guys have any questions for us or want any clarification I can... we're more than happy. I just wanted to clarify, how's it going again? I was here last time for the request but this time we just want to request money that we already have that was allocated to us from payroll that's extra and that is \$500 and we want to transfer it to the food. I guess you could call it an account so that we can have reserves for parking forums, bulls market. Just stuff that we have in reserves in the office so if we don't have time to order stuff, we usually order donuts from a specific place, but if we don't have time for that we have snacks on reserve so we can always dispense them out to the students, especially parking forums. Those are kinda just one little table that we set up and were going to have snacks there to distribute. The court is asking for \$500 to transfer from payroll to just switch it over to the food account.

Kattih: Does anyone have any questions for the court representatives?

Scharon: Yes, it's also kinda general too, if that's okay? You're transferring money from payroll does that mean someone is not getting paid? I know that's a weird question.

Kattih: Just to clarify, this is... last semester the hiring process kinda was delayed in some cases so there was leftover payroll and so that's where this comes in. Nobody's payroll is being deducted or... compromised.

Scharon: Okay that was my only question.

Buenaventura: Just to reiterate that, we have an excess amount from last time I checked \$16,000 we have left over and that's just up in the air. That's going to be transferred right back once this fiscal year is over so out of that we just want that \$500 to switch it over to our food account.

Kattih: Are there any more questions? Are there any motions?

Hartmann: *Motion to move into discussion.*

Kattih: Are there any objections to moving into discussion? Seeing none, can you guys just step outside?

Buenaventura: Sure, thank you so much.

Kattih: So what do you guys think?

Hartmann: I don't have a problem with it. Last time they asked for \$250 and they just want to make use of some of the funds that they've been allocated. And if they can maybe make an inventory and keep track of the food so that they aren't eating it themselves. I'm totally cool with them receiving those funds.

Scharon: I think it's very reasonable. I know at bulls market I go to the stands with the snacks, I'm always hungry. I think it's a reasonable request.

Kattih: Anyone else? Are there any motions?

Hartmann: *Motion to vote.*

Kattih: Are there any objections to voting? Has everybody's opinion been heard? Okay, seeing none we'll move into voting. Yes is to approve their transfer request, no is to deny it.

Final Count: 6-0-1, transfer request approved

YES – Abraha, Hartmann, Imam, Scharon, Many, Monroe

NO – N/A

Kattih: I abstain as chair so with a vote of 6-0-1 this vote passes err this transfer request is approved. Let the record state Ms. Persaud walked in at 12:11 so she is present.

2. Executive Branch Transfer Request

Kattih: Next item on the agenda is a transfer request for the executive branch. So the executive branch is requesting to transfer \$6,500 from payroll into materials. This will be for planning a welcome event during summer B to welcome incoming freshman and it's called Ready Set Glow. Details are provided I sent them out. We'll go over them but I don't know if... but yeah the event is scheduled to be on June 28th or June 29th. The purpose is to welcome freshman to the campus, welcome the new students. So the theme is listed, the things that are included are listed. They have detailed the prices of.... for example the dodge ball thing, the volleyball glow, and all of the other materials they want to buy. We can discuss this, we can talk about it.

Aldridge: Madam Chairwoman I just wanted to ask if you asked either the CFO or either the president or vice-president to come in and present? Or did they...

Kattih: To be honest I don't remember but I did send them...

Aldridge: The agenda.

Kattih: Yes. Do you know if anyone is in the office?

Abraha: The information packet said something about partnering with new student connections and another department, I forget which one. I wasn't sure if that was going to have anything to do with decreasing the cost or was it just to partner with them?

Kattih: I actually don't know the answer to that. I think we can wait to see if Adam sees if anyone from the executive branch is present.

Aziz: Normally when they partner with new student connections it's mostly for marketing because new student connections is in charge of the new students so to market it to them. That's my understanding of new student connections partnerships.

Abraha: So it's just to tell them it has nothing to do with the pricing.

Aziz: No.

Scharon: But it's under food and utensils so it's not just marketing?

Kattih: I guess that's...

Hartmann: Also where did they get the number for the amount of students, 750-1,000?

Kattih: So they said about 1,000-1,500 move into Juniper Poplar so I think they estimated based on that.

Abraha: Would we be able to postpone the decision?

Kattih: I don't think so because this event is on June 29th so it is pressing.

Galchenko: Well what I know about this request when David came to me is that there's a YoGlow event that's budgeted for next fiscal year. The next fiscal year does not start until July and they've been informed that there's this event they can put on June 28th-29th which happens this fiscal year for the people that move in for session B. Session B starts prior to the next fiscal year starting so they want to reallocate some of the funds in excess payroll that they have into their food and materials to sponsor this particular event. Usually the partnership, they mentioned some of the partners in there, new student connections has very limited funds to begin with so I seriously doubt they will provide any monetary partnership with this event. They will provide most likely marketing and whatnot because they do target new incoming people, new incoming students so they'll be more marketing involved and just place that into the program most likely. The same would probably go with campus recreation and whatnot just providing the facilities rather than the actual money to do these kinds of things.

Hartmann: Do we know how much money they have in their account that they're transferring from?

Kattih: Does anyone else know the answer to that question?

Hartmann: There's no formal professional document saying this amount of money is in this account?

Kattih: I guess the A&S business office would have that information.

Galchenko: I can go and look but I haven't given them the official money rundown of the money that's going to be left in the account. So what's going to happen though is if you approve this this is the amount your approving, if the amount that is going to be left in the account is less than its going to be less than what's going to be transferred.

Kattih: So it will only go to the maximum amount they have. They want to have it at Magnolia fields so it will be on campus. Does anyone have any other questions, concerns? Anyone in the gallery?

Abraha: So this is going to get from the previous fiscal...?

Kattih: From the 2012-2013 fiscal year. They had money left over in payroll, as with other branches. If the amount is greater than \$6,500 then \$6,500 will be transferred to food, if it's approved.

Abraha: So are they having the same event next upcoming year because you said they were going to have a YoGlow or is this a replacement for that event?

Galchenko: I would assume YoGlow will probably happen sometime in August than prior to the fall move-in date.

Kattih: Usually they do YoGlow as a welcome for the fall semester and so this would kinda be geared towards the people who move in during summer. Are there any other questions? Are there any motions? Do you guys want to discuss this a little more?

Imam: The money allocated for shirts is \$1,300, right? It says \$1,300 and they're expecting 750 to 1,000 students.

Scharon: I suppose you have to buy shirts and then get designs on them. I happen...

Imam: A shirt they can get for \$5...

Kattih: \$1,500

Hartmann: Right but it's not going to be 1,300 t-shirts it's going to be like...

Imam: 100, 115 shirts.

Hartmann: No probably at around \$7 per t-shirt.

Scharon: That's really normal for shirts.

Galchenko: So there's 750-1,000 students they're expecting at this event so there's going to be about at least 700 t-shirts I would expect them to get.

Imam: So they'll get 700 t-shirts with \$1,300?

Galchenko: I don't know the amount but they said there's 750-1,000 students moving into the dorms for summer B and they're targeting this event towards that population so I would assume the amount of t-shirts is going to be about 750-1,000.

Kattih: Also they expect 750-1,000 at the event. The people who move into JP during summer B is 1,000-1,500 so it also may cover that cost but we can ask them about that later if you guys still have concerns. Anyone else? Are there any motions?

Abraha: *Motion to vote.*

Kattih: Does anyone have any objections to voting on this transfer request? Seeing no objections we will go into voting. Yes is to approve this transfer request, no is not to approve it.

Final Count: 5-2-1, transfer request approved

YES – Hartmann, Imam, Scharon, Persaud, Munroe

NO – Abraha, Many

Kattih: I abstain as chair so with a vote of 5-2-1 this transfer request passes. Finally on the agenda we have SOP's.

3. Standard Operating Procedures (SOP's)

Kattih: So standard operating procedures are the rules by which our committee as Appropriations and Audits operates throughout the year. And so each semester, each term we go through them and make any changes if there's anything that is glaringly obvious we can change it, but we do have to approve them before we begin the interim funding process. So I have gone through it and I've made minor changes in grammar and structural changes, adding periods after sentences and the like... but we can go through it and if anyone sees anything they'd like to change or discuss then we're more than open to doing that. To begin with this is just; it has to conform to governing documents. It can't conflict with student body constitution, student government statutes, or the rules of procedure. And then generally it can't discriminate... all meetings must be made public and announced prior to their occurrence.

Galchenko: Can I make a suggestion and do an un-moderated caucus while you're going through these so Stephen doesn't have to type everything that's up there already?

Kattih: Yes, would someone motion for that?

Hartmann: *Motion for an un-moderated caucus.*

Kattih: Are there any objections to that? Seeing none we're in an un-moderated caucus at 12:23pm.

Kattih: We're back in session after an un-moderated caucus at 12:50. We discussed, we went through SOP's and discussed some changes. If there are no objections someone can motion to accepting the changes as they were...

Galchenko: You need to say what the changes are.

Patel: Everything has to be stated on the record.

Kattih: Going through SOP's some periods were added after sentences. 4.2.2, the word 'to' was stricken in order to make everything more consistent. 4.2.3 was stricken and 4.2.3.1 was changed to 4.2.3. And 4.3.2.1 the word 'twenty-four' was added before the number for consistency's sake. In 5.1 titled VIII was added and 'section 804' was stricken was out... '807' was stricken out. In 5.1.1 the word 'one' was added before the number for consistency's sake. In 6.1 the phrase 'using the following process' was stricken out and the phrase 'in accordance with Student Government Statutes Title VIII' was added. In 6.1.1 the word 'three' was added before the number 3 for consistency's sake. In 7.1 the phrase 'using the following process' was stricken out and the phrase 'in accordance with Student Government Statutes Title VIII' was added. In 7.1.1 the word 'three' was added before the number 3 for consistency's sake and those were all the changes. Are there any motions?

Scharon: *Motion to approve the changes.*

Kattih: Are there any objections to approving the changes made to SOP's? Seeing none these changes have been approved. Do we accept...?

Aldridge: Yes for the record if no one has any other changes you technically need to vote on it.

Kattih: If no one has any changes are there any motions to vote?

Imam: *Motion to vote immediately.*

Kattih: Are there any objections to voting on SOP's? Seeing none we are now in voting procedures.

Final Count: 7-0-1, SOP's approved

YES – Abraha, Many, Hartmann, Imam, Scharon, Munroe, Persaud

NO – N/A

Kattih: And I abstain as chair so with a vote of 7-0-1 SOP's pass.

Announcements:

Next item on the agenda is announcements, are there any announcements? Seeing none are there any motions?

Hartmann: *Motion to adjourn.*

Kattih: Are there any objections to adjourning this meeting? Seeing none this meeting has been adjourned at 12:53.

Adjournment called by Chairwoman Kattih at 12:53pm.

Transcribed by Senate Secretary Stephen Strenges.