SSI FEE BOARD MINUTES | AUGUST 4, 2014

DETAILS

Minute Taker: Jen Christion Myers
Present: Jen Christion Myers, Danielle Marias, Maia Penchansky, Jesse Pettibone, Nicholas Silva, Cassidy Radloff, Brandon Trelstad
Absent: Emily Bowling, Andrew Futerman, Kim Helm

AGENDA

Director’s Report, presented by Jesse Pettibone (10 min)
GTA Report, presented by Cassidy Radloff on behalf of Kim Helm (5 min)
Sustainability Office Wage Grant Proposal, presented by Brandon Trelstad (15 min)
Travel Grant Review, presented by Cassidy Radloff (45 min)
SSI Staff Professional Development, presented by Jen Christion Myers (10 min)
Corvallis Bike Share Research Grant, presented by Jen Christion Myers (15 min)
Fee Board Orientation Materials, presented by Cassidy Radloff (5 min)
Fee Board Chair Transition, presented by Cassidy Radloff (10 minutes)
Next Meeting, presented by Timekeeper (5 Minutes)

MINUTES

DIRECTOR’S REPORT

GTA REPORT
DISCUSSION
• Kim will have a draft application template ready for review prior to the next Fee Board meeting.

SUSTAINABILITY OFFICE WAGE GRANT
DISCUSSION
• The Sustainability Office would like to request permission to submit a Wage Grant application for the Eco-Rep program after the Wage Grant deadline. The Eco-Rep program has been piloted for two years as a collaboration between UHDS, the Sustainability Office, Campus Recycling, and SSI.

DECISION(S)
• The Fee Board agreed to review a late Wage Grant proposal from the Sustainability Office.

ACTION ITEMS
• The Sustainability Office will submit a proposal for consideration in advance of the next Fee Board meeting, August 18, 2014.

**TRAVEL GRANT REVIEW**

**DISCUSSION**

• The Board reviewed and evaluated two travel grant proposals for the Just Sustainability Conference.

**DECISION(S)**

• Nick Silva motioned to approve Jesse Pettibone’s Travel Grant Application. Maia Penchansky seconded. Jesse Pettibone’s Travel Grant Application was approved in the amount of $100.

• Maia Penchansky motioned to approve Nazario Rivera’s Travel Grant Application. Nick Silva seconded. Nazario Rivera’s Travel Grant Application was approved in the amount of $292.55.

**SSI STAFF PROFESSIONAL DEVELOPMENT**

**DISCUSSION**

• This year’s budget was designed to reflect the SLI standard of allocating $100 per student staff member for internal professional development activities, including fall training, in-services, and retreats.

• The FY14 Fee Board approved an adjustment to the FY15 budget raising the Travel Grant allotment from $7,500 to $10,000 to allow SSI Staff to apply for external professional development opportunities.

• The Board discussed whether SSI staff should be subject to the same parameters for these funds as all other students applying, namely, paying the 25% match.

• The Board proposed amending the matrix for SSI staff proposals, weighting Impact for the Student Body heavier than other categories.

**DECISION(S)**

• In cases where the activity is not required as part of the position, SSI Staff will be subject to the same application process and standards as the general student body.

• The Board will revisit this discussion to determine how to handle applications where attendance is required as part of SSI Staff job responsibilities.

**ACTION ITEMS**

• Revisit this discussion at the next Fee Board Meeting.

**CORVALLIS BIKE SHARE RESEARCH GRANT**

**DISCUSSION**

• A team of four students applied and was granted a Research Grant to study the feasibility of a Corvallis Bike Share program. However, none of the students is residing in Corvallis this summer, and their communication has broken down, progress on the project has been hampered. The team leader sent a proposal with options to recruit more students to join the project, reduce the project’s goals, extend the timeline of the project into the fall, or continue to proceed as planned.

**DECISION(S)**

• Board Members would like to review the original grant proposal before making a determination about how to proceed.

**ACTION ITEMS**

• Cassidy Radloff will email the proposal and review matrix to the current Fee Board members and we will revisit this discussion via email.

**FEE BOARD CHAIR TRANSITION** - [START TIME] TO [END TIME]
DISCUSSION

- Cassidy Radloff is stepping down as Chair at the end of August.
- The Chair is responsible for scheduling meetings, setting the agenda, meeting regularly with the GTA and faculty advisors, leading meetings, assisting with development of the annual budget, and presentation of the budget to SIFC. The position is paid via a stipend of $200/month.
- Nick Silva is interested in being nominated for the role.

ACTION ITEMS

- Cassidy and Jen will discuss a nomination process.

NEXT MEETING

DECISION

- The next meeting will be on Monday, August 18, 2014 from 5:00 to 7:00 pm at the Student Sustainability Center.

Observers: Nazario Rivera