SSI FEE BOARD MINUTES | NOV 17, 2014

DETAILS

Minute Taker: Sarah Bixel
Timekeeper: Sarah Bixel
Present: Nick Silva, Jesse Pettibone, Sarah Bixel, Brandon Trelstad, Kim Helm, Andrew Futerman, Danielle Marius, Maia, Emily Bowling, Patrick Mahedy
Absent: Jen Christion Myers, Lexie Mikesell

AGENDA

Director Report, presented by Jesse Pettibone (5:35-5:40)
Grant Report, presented by Kimberly Helm (5:10-5:20)
RLF Update, presented by Emily Bowling (5:50-6:00)

MINUTES

DIRECTOR REPORT – 5:30 TO 5:40
DISCUSSION
• Energy Civil War competition with U of O is happening this week at Dixon Rec Center
• Hunger and Homelessness Awareness Week
  o SSI is hosting Hungry for Change on November 18th and will feature a meal based on SNAP budgets and a discussion with guest speakers Ander Fisher and Research Grant awardee Juliet Sutton
• SSI in-service day on Saturday, Nov. 22nd, 2014 will focus on long-term strategic planning

GRANT REPORT – 5:40 TO 5:45
DISCUSSION
• SSI coordinators have been helping to connect interested students to the grant program, and the GTA has been meeting with 2-3 potential applicants each week
  o Kim Helm has just received two final reports from project grant recipient and has requested the final reports from all professional development grant recipients
• Wage grant recipients are at varying stages in projects
  o Some grantees are finishing, while Dixon is using their grant to hire someone this week, and others are just beginning their terms
• Deadline for Project and Research Grant applications is December 14, 2014
  o Applications will be reviewed by the Fee Board on Sunday, January 4, 2015
DECISION(S)

ACTION ITEMS

- Announcement of grant decisions will be January 6, 2015

RLF UPDATE – 5:45 TO 5:55

DISCUSSION

- Emily Bowling and Jen Christion Myers met on November 5, 2014 to revise paperwork for the RLF, submitted it to the AABC, and are waiting to hear a response
- Brandon Trelstad has received inquiries from Mike Green in OSU Finance and Administration about how OSU deals with debt internally
  - Demonstrates that Administration is interested in expediting the development of the Revolving Loan Fund
- At Emily Bowling’s request, Andrew Futerman shared that both the ASOSU Senate and House had passed legislation asking that AABC revise their view on purchasing carbon offsets as a donation
  - Emily Bowling would like to capitalize upon the attention given to RLF to apply pressure around changing purchasing policies

REVIEW PROJECT GRANT RUBRIC – 5:55 TO 6:50

DISCUSSION

- Nick Silva has developed a Qualtrics survey for Fee Board members to evaluate applications in the hopes of speeding the decision process, and is open to suggestions, and changes
  - Current evaluation marks the application out of 66 points and discussion revolved around whether a scoring system of 100 points would more effective and evolved into an evaluation of the current grading system
  - Brandon Trelstad asked whether there are certain guidelines that would automatically disqualify an application if not addressed within the application
  - Evaluative guidelines were sorted into 3 categories: binary decisions that are not deal breakers, binary decisions that are pre-requisites, and graded decisions that are deal breakers
  - No minimum percentage was required for an application to be funded

DECISION(S)

- Fee Board made multiple revisions and decisions regarding grant evaluation guidelines/rubric

BUDGET AND WORKING CAPITAL – 6:55 TO 7:30

DISCUSSION

- The FY16 SSI Budget is due to AABC by January 27, 2015 for final review and submission
  - Will include major fluctuations, line item changes
- A working version of the budget is available on the Google Drive for Fee Board member review
- The Working Capital plan will be updated: currently around $1.7 million
- An estimated $300,000 will be earmarked for RLF
  - Working capital has increased this year because of the Dixon Solar project funds were returned to SSI in FY14 after that project was canceled
- Our AABC budget liaison, Jonathan Rosa, will provide a budget template by November 24, 2014 to provide info on salaries, OPE, assessments, interest, etc, and will be available to attend meetings to advise as needed
Faculty advisors are aiming to provide the Fee Board with historical context of the costs incurred by the SSI compared to past years so they can make a more informed and effective decision regarding budget approval, rather than approving the budget as a formality.

Brandon Trelstad suggested scheduling a meeting with ASOSU to gain a better understanding of the student government bylaws or any concerns around the budget.

NEXT MEETING – DECEMBER 1, 5:30 PM