Western Washington University  
Services and Activities Fee Committee Meeting  
Tuesday, February 10, 2015  
Viking Union 462A

PRESENT: Kiera Alkema (DRAC), Ashley Demko (ACDS), Adam Leonard (Campus Rec), Tina Loudon (VP Designee), Marie Sather (Campus Rec), Ted Sealey (Journalism)

ABSENT: Eric Alexander (AS), Christopher Bianco (DRAC), Steven Card (Athletics), David Fewings (Finance & Marketing), Chelsea Ghant (AS), Aaron Ignac (ACDS), Kurtis Pederson (Athletics), John Petrinovich-Bartich (Campus Rec), Quy Ton (DRAC), Kenny Torre (DRAC), Raquel Wilson (AS), Annika Wolters (AS)

The meeting was called to order at 8:12 by Tina Loudon.

Overview of Recommendations Made to Board of Trustees (BOT) Last Year
Loudon gave an overview of the materials that were given to the BOT last year that detailed the recommendations of the Services and Activities (S&A) Fee Committee for the current year.

- It was noted that last year the S&A Fee Committee was asked to provide recommendations for all the fees under their review by a specific date instead of piece mail to the AS. It is expected that the AS would like this again this year.
- It was noted that the summer S&A fee percentage rate was based upon the number of S&A fee programs that run during the summer. The summer S&A fee only goes up when the academic year fee goes up. Since the percentage is a fixed amount, discussions will be around how to distribute those funds, not about the rate of increase.
- Before funds are distributed, 3.5% for a Financial Aid Fund as required by law, Housing & Dining funds per bond covenants, and the Music Copyright Fee for the WWU campus are taken out first. From there funds are distributed between the AS, Athletics, Campus Recreation, and DRAC.
- Recommendations were based on projected revenue, and Loudon noted that a more detailed conversation on this will happen at a later meeting.
- In response to Sather’s question regarding the Music Copyright Fee being funded more than it needed, Loudon noted that Alexander was apprised of his role in providing this information, and that this may be a good time to take a fresh look at how those funds are distributed.
- Much of the increases to the constituent areas were due to mandatory increases in wages, as well as increasing travel expenses. Loudon noted that Campus Recreation received more than they requested because the S&A Fee Committee felt Campus Rec. asked for too little to increase support for sports clubs.
- The S&A Fee Committee needs to come to a consensus about what is a “carry forward” and what is a “reserve” since it seems that the terms are used differently by different areas represented on the committee.
- Loudon noted that the summer 2015 rate was already set and that we’d be discussing how those funds will be distributed.

Loudon noted that Ignac would be sending out a draft template for the budget requests to the S&A Fee Committee members.

Meeting adjourned at 8:25.