

## University Facility Fee Advisory Board Meeting

Thursday, April 16<sup>th</sup>, 2015 - 5:00-6:00 pm

303 GSB

**Members present:** Ashley Cypress - Chair  
Sam Laffey- Vice Chair  
Grace Fenske – College of Business  
Clayton King – College of Liberal Arts  
Rachel Largay- Warner College of Natural Resources  
Annalis Norman- CVMBS  
Brady Rink – College of Agricultural Sciences  
Zack Alves - College of Health and Human Sciences  
Jeff Cook – Graduate College

**Associate Members present:** Garrett Stockton - College of Health and Human Sciences

**Members at Large present:** Jeff Seligman- CVMBS  
Rachel Franz – College of Liberal Arts

### Ex-Officio

**Members Present:** Steve Hultin - Advisor  
Pat Burns – Ex-Officio  
Tamla Blunt – Ex-Officio  
Becca Wren- Staff Support  
Savanna Bunnell- Staff Support

#### I. Call to order at 5:00 PM

- a. Meeting was called to order.

#### II. Approval of Minutes

- a. Sam moved to approve the minutes from April 16<sup>th</sup>, 2015.
- b. Clayton seconded.
- c. All approved, none opposed, none abstained.
- d. Minutes approved.

#### III. Bylaw Review

- a. Ashley explained that the edited version of the bylaws (handout) includes all edits from Steve, Pat, Becca, Ashley, and Sam. The board will be going line item by line item, and each correction must be voted on.
- b. **Article III, Section 2-** Add a clause stating that the at large members are appointed by ASCSU as well as approved by the chair.
  - i. Pat Burns explained that the process should include an explanation for denial, and also requested that ASCSU be required to notify the board of who that person nominated is.
  - ii. Clayton suggested that instead of that clause, there could be a clause stating that if no at large members are selected, the ASCSU president relinquishes the responsibility of nominating to the UFFAB Chair.
  - iii. Pat burns explained that the board is trying to fix a process problem with legal language and we should stick to clarifying the process.

- iv. Clayton amended his suggestion and said that the Board should require the appointment date to prior to the last meeting of the spring and add before the first meeting in the fall.
- v. Steve suggested it be before the retreat, because the retreat is an important overview of the board's process.
- vi. Jeff Cook made a motion to take out 'last meeting of the fall' and replace it with 'prior to the first meeting/retreat'
  - (1) Rachel F seconded
  - (2) All those in favor: 10, All those opposed: 0, All those abstained: 0
- vii. The edit is accepted.
- c. **Article III, Section 3-** Add a clause stating that in the interest of collaboration with the UTFAB, the Chair and the Vice Chair of UTFAB shall be granted ex-officio status.
  - i. Ashley said that this status would make it clearer when included in the minutes.
  - ii. Jeff Cook moved to approve the language and addition to section III, article 3.
    - (1) Grace seconded
    - (2) All those in favor: 10, All those Opposed: 0, All those Abstained: 0
  - iii. The edit is accepted.
- d. **Article III, Section 4-** Language changes.
  - i. Jeff C moved to approve the language changes made to Article III, Section 4.
    - (1) Brady seconded
    - (2) All those in favor: 9, All those Opposed: 0, All those Abstained: 1
  - ii. The edit is accepted.
- e. **Article IV, Section 1-** Include more specific details on Chair and Vice Chair elections.
  - i. Jeff C moved to approve all changes in Section 1 of Article IV.
    - (1) Clayton seconded
    - (2) All those in favor: 9, All those Opposed: 0, All those Abstained: 1
  - ii. The edit is accepted.
- f. **Article IV, Section 2 and 4.**
  - i. Jeff Cook moved to approve both section 2 and 4 of Article IV.
  - ii. Clayton seconded.
  - iii. Sam made an amendment, and said he would like to see section 2 change from the third meeting of the fall semester to the second meeting of the fall semester.
    - (1) Jeff C seconded.
    - (2) All those in favor of making the amendment:10, all those opposed: 0, all those abstained:0
    - (3) All those in favor of the amended motion: 9, all those opposed: 1, all those abstained: 0.
  - iv. The edit is accepted
- g. **Article V, Section 1-** Revise "The Board shall meet once per month or at the discretion of the Chairperson" to indicated that the schedule of meetings is determined by the adviser based on the agenda of the board.
  - i. Ashley explained that the chair doesn't really have this power.
  - ii. Jeff C makes a motion to accept revision of Article V Section 1.
    - (1) Sam seconds
    - (2) All those in favor: 10, All those Opposed: 0, All those Abstained: 0
  - iii. The edit is accepted.
- h. **Article V, Section 5 and 6-** Language change.
  - i. Sam made a motion to approve edits in both sections.
    - (1) Clayton seconds
    - (2) All those in favor: 8, All those Opposed: 2, All those Abstained: 0
  - ii. The edit is accepted.

- i. **Article VI, Section 2-** Addition of clause stating that the board must be notified of any changes in proposal (ie. Budget, scope of project).
  - i. Jeff C moved to approval all edits in section 2
    - (1) Clayton seconded
    - (2) All those in favor: 10, All those Opposed: 0, All those Abstained: 0
  - ii. The edit is accepted.
- j. **Article VI, Section 5-** Change language referring to legitimacy and approval process.
  - i. Sam moved to approve all edits to section 5.
    - (1) Brady seconds
    - (2) All those in favor: 10, All those Opposed: 0, All those Abstained: 0
  - ii. The edit is accepted.
- k. **Article IX, Section 1-** Language changes regarding Roberts Rules of Order
  - i. Jeff Cook moved to approve language changes in Article IX, Section 1.
    - (1) Jeff S Seconded.
    - (2) All those in favor: 10, All those Opposed: 0, All those Abstained: 0
  - ii. The edit is accepted.
- l. **Article IX, Section 2-** Language changes.
  - i. Jeff S moved to approve language changes in Article IX, Section 2.
    - (1) Clayton second.
    - (2) All those in favor: 10, All those Opposed: 0, All those Abstained: 0
  - ii. The edit is accepted.
- m. **Article IX, Section 3-** Remove clause about recording “Yes ” votes.
  - i. Pat burns said that the submitters spend a lot of time and should know the boards reasoning for support or denial. He also explained that UTFAB and UFFAB try to keep bylaws similar, and they have this clause.
  - ii. Clayton asked if it would be easier to do roll call vote.
  - iii. Sam said if we have to do role call, it would only be for legitimacy vote and funding approvals. Sam suggested we leave it to the discretion of the chair
  - iv. Ashley and Jeff C said they felt the yes vote is redundant. If a proposal receives funding or legitimacy they won’t necessarily be interested in knowing why.
  - v. Jeff cook moved to accept section 3 as revised.
    - (1) Sam second
    - (2) All those in favor: 10, All those Opposed: 0, All those Abstained: 0
  - vi. The edit is accepted.

#### IV. Election

- a. Grace nominated Clayton as Chair, he declined.
- b. Clayton nominated Sam as Chair.
  - i. Annalis Seconded.
  - ii. Sam accepted.
- c. Clayton said he thought Sam has done a great job representing this board and has been very dedicated.
- d. Sam said he was like to be Chair because he loves this board and feels it’s the best way he can spend his time on this campus.
- e. Brady moves to close nomination.
  - i. Jeff S seconded
  - ii. All those in favor: 10, all those opposed: 0 all those abstained: 0
- f. Jeff Cook made a motion that the board take a hand vote rather than a secret ballad vote.
  - i. Clayton seconded

- ii. All those in favor: 9, all those opposed: 1, All those abstained: 0
- g. All those in favor of Sam for Chair of UFFAB
  - i. All those in favor: 9, All those Opposed: 0, All those Abstained: 0
- h. Clayton nominated himself as Vice Chair.
  - i. Grace Seconded
  - ii. Grace said she nominated Clayton because he an active participate in discussions and suggests informed opinions.
  - iii. Clayton said he would like to be Vice Chair because he loves being on the board, and believes in the process and how important it is that the funds are allocated in the right way. He also said that he love Roberts Rules of Order.
- i. Ashley nominated Brady for Vice Chair.
  - i. Jeff Cook seconded.
  - ii. Brady accepted
  - iii. Ashley shared that she thought Brady has been an excellent addition to the board and even though he came in late in the year he had contributed greatly.
  - iv. Brady said he didn't want to nominate myself because he is relatively new to the board but that he would like to be Vice Chair. He shared that he has found appreciation for this board and how important it is to the growth of our university. He also likes what Roberts Rules of Order stand for and is here for another 2 years and would like the opportunity to move up in the board.
- j. Grace nominated Annalis for Vice Chair, she declined.
- k. Ashley nominated Jeff Cook for Vice Chair, he declined.
- l. Jeff Seligman nominated Zack for Vice Chair.
  - i. Brady second
  - ii. Zack accepted.
  - iii. Jeff S explained that Zack brings a lot to the board and always offers well-rounded, insightful opinions.
  - iv. Zack explained he would like to serve on this board because of the importance of the work it does, as well has how respectfully and professionally it operates. He explained that this board never wastes anyone's times and uses the hour the best way it can, because so much is at stake.
- m. Jeff Cook made a motion to close nominations.
  - i. Jeff S seconded
  - ii. All those in favor: 10, All those Opposed: 0, All those Abstained: 0
- n. A secret ballot was taken.
  - i. Clayton King received majority vote.
- o. **UFFAB's new Chair: Sam Laffey**
- p. **UFFAB's new Vice Chair: Clayton King.**

**Next Meeting – Thursday, April 23<sup>rd</sup>, 5:00-6:00 pm in Scott Bioengineering 203.**