University Facility Fee Advisory Board
Minutes
Thursday, January 20th, 2022
5:00 P.M. - 6:00 P.M.
Virtual (Microsoft Teams)

Members Present

Marie Cusick	Chair
Alison Kuderka	Vice Chair
Isha Sahasrabudhe	Secretary
Kevin Clausen	College of Agricultural Sciences
Adrien Hernandez	Walter Scott, Jr. College of Engineering
Emma Cutting	College of Health and Human Science
Benton Roesler	College of Natural Sciences
Kelly Ditter	College of Veterinary Medicine and Biomedical Sciences
Stephen Laffey	College of Liberal Arts

Associate Members Present

Isha Agarwal	College of Business
Jacob Lerner	Walter Scott, Jr. College of Engineering
Marshall Thomas	College of Veterinary Medicine and Biomedical Sciences
Tara Hardesty	College of Health and Human Sciences

Advisors Present

Tom Satterly	Advisor
Simon Tavener	Co-Advisor
Karin Rees	Program Assistant
Mike Shortall	Facilities Management

Introductions
- 17 members were present at the meeting
- Members talked about their name, position in UFFAB, and what they are studying

Review of the Bylaws
- Marie talked about the UFFAB Bylaws
- Website has been updated, https://uffab.colostate.edu/
- Membership needs to be increased to fill in empty spots
- Attendance is extremely important this semester
- Weekly meetings will be from 5pm-7pm every Thursday
- Must get through all proposals by April 4th, 2022
- The spreadsheet with the ranking of the proposals needs to be completed by the second to last meeting
- We have been given $1.7 million to work with this semester
- Reviewed funding rules

Vote of Legitimacy
- There will be multiple proposals each week, and members take a vote as to whether or not they think it should be considered for the final review
- Must ensure that the proposals are directly benefiting students
- Alison added that we need to take factors such as sustainability, cost, availability of funds, etc. into consideration
- Karin to send out proposal schedule on the Monday before every meeting

Discussion Points
- Simon made a recommendation for the website: there should be a quick lookup for what has been funded and what has not been funded
- Tom suggested adding a column where people can see the history of projects with two categories: 'completed' and 'those submitted and not yet approved'
- Karin gave the idea of adding a third subtab for 'proposals accepted by college' and adding a pie chart to show the distribution
- Thomas suggested putting up pictures of the projects that have been completed after receiving the funding