

University Facility Fee Advisory Board

Minutes

Thursday, April 9, 2020

5:00-6:30 pm

Zoom Virtual Meeting

Members present

Nick Bohn	Chair
Dillon Donaghy	Vice Chair
Mauri Richards	Secretary
Courtland Kelly	Graduate School
Westin Musser	Natural Sciences
Natalie Miller	CVMBS
Logan Johnson	Warner
Deven Shields	Engineering
Alison Kuderka	College of Agricultural Sciences
Marie Cusick	College of Liberal Arts
Isha Sahasrabudhe	College of Business

Associate Members present

Zach Scott	Engineering
Kevin Clausen	College of Agricultural Sciences
Adrien Hernandez	Engineering

Members at Large present

NA

Other Members present

Karin Rees	Program Assistant
Tom Satterly	Advisor
Simon Tavener	Co-Advisor
Tamla Blunt	Plant Sciences

1. Meeting convened at 5:05 pm

2. Voting

a. Chair:

- i. Nick starts by explaining what chair is and the roles
- ii. Time commitment? 3 hours or so outside of the meeting. With more going on this year it has been more. Fall is a bit lighter and spring is heavier.
- iii. Logan nominated himself for Chair
 1. Logan's second year on the board. UFFAB is one of his favorite meetings to attend, construction background.
- iv. Discussion about the nominee
- v. Voting: Yes, **Logan** is the new chair

b. Vice-Chair:

- i. Dillon explains the vice chair position
- ii. Questions: What is the time commitment? It is showing up to meetings with an extra hour or two a week to discuss with the leadership.
- iii. Kevin nominates Alison
 1. Both on the board for two years, passionate about UFFAB, strong mathematics and construction background as well
- iv. Nick nominates Westin or Marie
 1. Westin: is planning to graduate but wants to be on UFFAB as a graduate student.
 2. Marie: Accepted nomination
 3. Both of these individuals are great members of the board and are willing to put in some extra hours for this.
- v. Westin: Would strive for the diversity of food options. Strive to help the chair in whatever way possible.
- vi. Marie: This is her second year on UFFAB and is very familiar with Robert's Rules of Order. Very involved in other boards as well.
- vii. Allison: Strong background in construction. Second year on the board, going into the third year now.
- viii. Discussion of the three candidates
- ix. The new vice-chair is: **Marie**

c. Secretary:

- i. Mauri explains the secretary position
- ii. Kevin nominates Alison
 1. Alison accepts nomination: she would like to run and "types fast"
- iii. Discussion of the candidate
- iv. The new secretary is: **Alison**

3. Bylaw Review

- a. Want to ensure that there are not any changes that need to be made for bylaws, funding rules that are outdated, etc.
- b. Proposed changes:
 - i. Article VI section III: Money allocation, this may change per project

1. First meeting updating these bylaw reviews, could just say \$2.38 go to cash funded projects
2. This will be reviewed in the Fall to see where the status of the project is.
- ii. Courtland mentions: Inclusion in funding rules for proposals to address diversity and inclusion guidelines that the university is adopting.
 1. This can be added to the proposal form rather than being written in to the bylaws
 2. Possibly refer to the usability of the building rather than the accessibility of the building
 3. Simon mentions that this can be added to the list of criteria to be considered by the board.
 4. Alison mentions that the update to SDC aids in diversity, this would not be very applicable to. Possibly add it as an optional question to answer now in the application.
 5. Adding a question is effective, not just needed for a bylaws.
 6. However, if only an optional question is added, then it is not necessarily requiring that it is needed to be considered for funding.
 7. Westin motions to add a question that is optional on the proposal form to add any discussion (if applicable):
 - a. Wording: several ideas
 - i. **Please provide a discussion of how the university's goals for diversity and inclusion are impacted by this project (if applicable, limit to ¼ page).**
 - ii. Please note that even though this question is added, we are nit judging projects on this guideline
 - iii. Could be added to funding rule number two
 - iv. Vote: the bolded question above is going to be added to the proposals.
 1. Yes: 11
 2. No: not taken
- iii. Nick motions to adding a section 7 in article V that allows chairs to be involved in the review of UFFAB proposals
 1. Nick received an email that someone had a proposal that did not make it to the board that he believes should have.
 2. Tom saw this proposal and clarifies that UFFAB funded the expansion of the compost facility. Lynn Johnson and the provost did not decide to sign this based on precedent. Seems to be a moment of miscommunication.
 3. Off of precedent, it would have been good to see this presentation.
 4. Nick has decided to still add something in section 7 article V. Seconded by Alison.
 5. We could say that every proposal that is submitted is viewed by the chair and have a dialogue to see why some projects may not have been reviewed.

6. One meeting added with VP, UOperations, and Provost to have a conversation about projects that should be sent to the board to present. Students should be seeing this proposal as well.
7. Karin sees if we can see how next year goes because there will be a revamp of the application process. We would like to see where this is addressed in the future. Wait until next year to add anything.
8. Motion rescinded and Nick trusts that Logan will increase student participation in regards to our student fee.
9. Opportunity to meet with the provost in the future.
10. **Motion to submit an official memo to further student involvement in proposals that are selected.**
11. Vote:
 - a. Yes: 10
 - b. No: 0
 - c. Abstain: 0
- c. Working on a new UFFAB logo and website: They are working over the summer to make these up and these will be voted on in the fall.