



CHAPMAN UNIVERSITY
SENATE MEETING AGENDA
Friday, October 7th, 2022

I. Call to Order - 1:02 PM

a. Roll Call

- i. Absent: Pamela Perez

b. Approval of Minutes

- i. Motion: Sydney Pfeifer-Picard
 1. Second: Riya Belani
 - a. Unanimous

c. Approval of Agenda

- i. Motion: Daniella Benabou
 1. Second: Nicole Drew
 - a. Unanimous

d. Welcome Guests

II. Public Forum

- a. None

III. Old Business

- a. None

IV. Committee Reports

a. Allocations

- i. Tiffany Le: We reviewed 10 old business requests, tabled 1, approved 9 and of those funded 8 in full and 1 in partial. Reviewed 13 new requests, approved 5 and denied 2 and have 2 before the senate.

b. University & Academic Affairs



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- i. Daniella Benabou: I'll be presenting later on the survey.
- c. Diversity Affairs
 - i. Riya Belani: Finalized the sodeo form this week and created an interest form for the CCC coalition and are working on finalizing the DEI inventory.
- d. Community Outreach
 - i. Misty Vu: On Thursday, October 27th is Treat in the Street, handing out 300 pumpkins and candy to the community and a sign up will come out soon. The logistics and funding for the first aid kits is still in the works and these will be handed out at either winterfest or treat in the street.
- e. Executive Council
 - i. Alexis Reekie: Going over the DEI inventory with the committee and Dr.Reg has been worked on, meeting about safety concerns in residence life halls so please send me an email if you have anything you'd like me to bring up and going over Fire and Safety Reports
 - ii. Mac Francini: Alexis and I presented on student life and there was a lot on NARCAN accessibility. Additionally there has been a lot of discussions on student safety and specifically to do with students and professors/university staff.
 - iii. Elyse Crimmins: new senators stay after senate for photos for the website and please reach out for an instagram takeover if you have any initiatives or events coming up.
 - iv. Whitney Gassmann Mennes: Budget updates: Academic orgs line \$62,393.99, student orgs line \$73,599.74, conference line \$33,750, co-sponsorship line \$25,511.91, career and graduate line \$20,872. Please fill out the fellowship information form.

V. New Business

- a. *American Classics in Literature Funding Request*



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- i. Tiffany Le: They are asking for \$1000 for food and books for an unspecified meeting. They requested 3 different books for \$15 each and we recommended to fund the request in partial for \$630.
- ii. Riya Belani: What would the \$630 cover from their request?
- iii. Tiffany Le: they gave us a range from \$13.95-\$14.95 and decided to take the lower amount times 3, times 15 members and it came out to \$630. The reason we didn't fund the food was that we didn't know what they were ordering and when it would be.
- iv. Lauren Bramlett: So if we were to approve the \$15 books it would be \$675?
- v. Sydney Pfeifer Picard: I think it would be appropriate to fund all the books.
 1. Motion to fund in partial for the \$15 books for the amount of \$675:
Riya Belani
 - a. Second: Lauren Bramlett
 - i. Unanimous

b. Cru Fall Retreat Funding Request

- i. Tiffany Le: Requesting \$5,450 to fund their fall retreat towards lodging and food.
- ii. Representative: We have an annual retreat and we get to go to a camp near big bear and we get to worship and spend time together. It's a super special time and gets people to stay a part of the club.
- iii. Riya Belani: Have you all had 50 members attend this in the past since in the contract that is what it's covered, which i don't know if it has been drafted by yourselves or the organization.
- iv. Representative: We've had at least 15 members in the past go on retreat and then a decent turn out for the club meetings themselves, though I don't know if that's how many people are going to sign up.



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- v. Sydney Peifer-Picard: You mentioned 20ish people go on the retreat, if we were to fund this in full for the 50 people, would you use that funding for another retreat?
- vi. Representative: I'm not sure since I'm not the club president.
- vii. Whitney Gassmann Mennes: The way the allocations work, the funds are allocated for specific things and any remaining funds would go back into the SGA line.
- viii. Riya Belani: In the request there was a contract included there was a guaranteed 50 minimum, did you all come up with the number or did the camp?
- ix. Representative: I'm unsure about that, I know every year we have more than 20, maybe even 40 people. But I don't know where the number came from.
- x. Tiffany Le: If you don't meet the 50 adults from the contract will the contract not be valid?
- xi. Representative: I don't know, I came at the last minute.
- xii. Sydney Peifer Picard: Would it be appropriate to table this request until someone who is able to answer these questions can come in?
- xiii. Tiffany Le: The event is next Friday so it would have to be reviewed today.
- xiv. Elyse Crimmins: The contract does state even if you are not able to reach the 50 amount you still have to pay the amount for 50 people.
- xv. Whitney Gassmann Mennes: Have you been working with the Student Orgs office to get the contract signed by Chapman?
- xvi. Representative: I don't know.
- xvii. Nicole Drew: I'm a little concerned about funding it in full and if 15 people are signed up and we fund it for 50 people that's a lot of money not being used.
- xviii. Rachel Berns: We have funded this in the past.



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- xix. Adi Takei: If we would fund it in full, it would be going to waste since we already have used so much of our budget in just a month.
- xx. Lauren Bramlett: Have you considered charging members for attending to take some of the financial burden off?
- xxi. Representative: We do charge \$125 for each of the students who have signed up to go. The SGA funding helps take off the financial side.
- xxii. Rachel Berns: If we split the total amount between 20-30 people that still is around \$200-\$300 per member for the retreat which makes sense for a weekend long retreat.
- xxiii. Tiffany Le: You mentioned that the people are paying \$125, is it going towards lodging or something else?
- xxiv. Representative: I can't totally speak on that but we say it's going to any activities for the retreat
- xxv. Riya Belani: Have you already sent out the form and do you know how many people have signed up for it and paid the amount?
- xxvi. Representative: I don't know but my guess would be around maybe 15 already?
- xxvii. Lauren Bramlett: If they are paying \$125 maybe people are just waiting on hearing about funding requests before signing up. If this were to be funded in full, some of that money would be going back to the students who paid?
- xxviii. Representative: Yes, in the past years people have been reimbursed.
- xxix. Lauren Bramlett: I don't think it's an outrageous amount for each student and so this line is to make things like this possible. We could then have 50 students pay \$20 which makes \$1000 and we can just take that much off the request.
- xxx. Whitney Gassmann Mennes: The funding was given as reimbursements in the past, similar to group conferences



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- xxxi. Riya Belani: Would this come out of the conference line or from student orgs then?
- xxxii. Whitney Gassmann Mennes: It would come out of student orgs.
- xxxiii. Sydney Pfeifer Picard: I think it's reasonable to charge \$20.
- xxxiv. Representative: I think that is doable and it's a special time and we just want to make sure the costs can be down.
- xxxv. Noora Roushdy: Personally \$20 is not a lot and I would even suggest making it higher to \$40-50 since it is such a long retreat and would seem reasonable to charge a bit more.
- xxxvi. Riya Belani: If we were to fund it in partial for every student being charged for \$50 it would be \$2,950.
- xxxvii. Daniella Benabou: I agree with what Noora and Riya are saying but I know that we've funded it in full for the last years and only raising it \$20 seems much more reasonable from nothing.
- xxxviii. Rachel Berns: I agree with Daniella.
- xxxix. Cintya Felix: would elevating that number from \$20 to \$50 do you think that would be discouraging for people?
- xl. Representative: Yeah. \$20 seems reasonable since I know freshman and incoming students have to think about the cost.
- xli. Cristina Inboden: I am just curious if there was any other way you were looking into funding this? If it is religious, churches typically have a community fund and if there was one you all attended regularly then they might be able to give you some funding.
- xlii. Representative: Yeah that's a good idea, I hadn't thought of that
1. Motion to fund the Cru fall retreat in partial for the amount of \$4,450:
Riya Belani
 - a. Second: Cintya Felix
 - i. 2 opposed, 14 approved



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c. Voices for Vouchers Presentation

- i. Daniella Benabou: This is our feedback survey we do twice a year and we give out incentives for having students fill out the surveys and typically get between 300-400 responses. There will be tabling with the senators and we are using qualtrics for the survey. We discussed with Sodexo what would be a good amount, the average for food places on campus was \$7 so that's what we went with. Allocating 275 vouchers/ student responses and rounded up for wiggle room. Last year we spent about \$1400 on coco cups and stickers and I am open to spending more or less on this and am looking for some feedback.
- ii. Mo Hijazi: I think this is a great idea, are you able to use two vouchers at once and combine them?
- iii. Daniella Benabou: I will ask Olga but I am sure that will be fine since they are basically gift cards.
- iv. Riya Belani: I think this is a great idea, but if the turnout is from about 300-400 what are you going to do when you run out of the 275 vouchers?
- v. Daniella Benabou: I was wondering if we all though 275 was enough, I know we already with this are using about $\frac{1}{6}$ of the senate line and I don't want to use too much if other people want to do events or initiatives.
- vi. Rachel Berns: Is there a reason why University and Academic Affairs events that we do every year come out of the Senate line and don't have their own?
- vii. Whitney Gassmann Mennes: I was just following similar budget structures from last year but if this is something we want to structure as an annual budget item we are able to I can draft that up.
- viii. Daniella Benabou: The numbers are just a suggestion so we can do more vouchers, I do think \$7 is a great amount though. For 300 it was \$2100
- ix. Mac Francini: I understand the justification of not wanting to drain our budget, but I want to remind everyone that we should be funding things that



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we see as valuable. We have reserves that we are planning to spend this year so please don't hold back on what we think is necessary.

- x. Alexis Reekie: Last year Coco and Conversations last year had 330 responses to think about and I want to mention that our goal is to stick to the budget rather than going into the reserves since that should be more of a last resort and keep in mind what we have allocated for the year.
- xi. Whitney Gassmann Mennes: The point of the budgets is to make that the amount for the year and the reserves are bigger stuff like campus improvement. We don't want to make dipping into the reserves a habit and end up with none.
- xii. Sydney Pfeifer Picard: I think with the input, we should increase the number of assumed participants.
- xiii. Riya Belani: I think we should fund it for 350 students to cover the amount for last year and since it is a great incentive and we have such a large freshman class on campus who will want to take advantage of that.
- xiv. Daniella Benabou: I'll be meeting with Marisol who does research on campus to make sure the survey is up to the level it should be
- xv. Rachel Berns: do we have anything that we are giving/ promoting to show that this is an SGA thing?
- xvi. Daniella Benabou: I was going to ask Olga if we could include the SGA logo on the vouchers.
- xvii. Elyse Crimmins: We do have a really big PR order coming in and those things we can give out and have displayed.
- xviii. Tiffany Le: Is it a physical gift card or something on their phone?
- xix. Daniella Benabou: It is a physical card, close to a business card.
 - 1. Motion to fund the request above the asked amount for \$2,450, for \$7 vouchers for 350 students: Riya Belani
 - a. Second: Nicole Drew



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- i. 15 approved, 1 abstained

VI. Open Forum

- a. Amanda Dornsife: An update about Google drive disappearing, it's mostly the shared drives deleting and have heard of one being deleted. Do we want to go and tell the students and how would we want to go about that?
- i. Elyse Crimmins: If we want it we can add it as a PR initiative and I can work with whoever on how we want to present it.
- b. Daniella Benabou: If any of you have initiatives that you want UAA to help with please email me.
- c. Bailey Pradhan: I serve on the general education committee, and we talk about what is and isn't working for General Education. We talked about an increase for environmental studies classes and please message me on slack if you have any thoughts or input on what should change.
- i. Sydney Pfeifer Picard: I sat in on the sustainability committee meeting and they talked about introducing more sustainability in the GE's and the classes like social justice and environmental justice.
- ii. Rachel Berns: Have they talked at all about the diversity GE?
- iii. Bailey Pradhan: They are implementing a DEI requirement for graduation that will be for 3 credits, and not even a GE.

VII. Announcements

- a. Mac Francini: New senators please fill out the form for your internal committee interests.
- b. Nicole Drew: Wilkinson design contest is open until 10/13 if there are any Wilkinson students who would like to apply.
- c. Tiffany Le: New senators please stay after it should take no more than 10 minutes.



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- d. Adi Takei: Young Congressional Leaders date 11/12 from 10:30 am - 11:30 am, they would like senators there or any representatives from SGA to sit on a panel.
- e. Rachel Berns: Please raise your hands high in Senate so I can see.

VIII. Adjournment - 1:56 PM

- a. Motion: Riya Belani
 - i. Second: Bailey Pradhan
 - 1. Unanimous