



University at Buffalo Student Association Inc.

Senate Meeting Minutes

December 14, 2022

Student Union 378

Present

Sammi Pang, Vice President; Alana Lesczynski, Treasurer; Ian Roma, Senate Chairperson; Matthew Dowd, Hobby Council Coordinator; Jessica Ellis, International Council Coordinator; Ariel Clarke**, Student Affairs Director; Tyler Herman, Senator; Amelia Kelly, Senator; Tangeniqua Washington**, Senator; Cameron Kiner, Senator; Krish Thakkar, Senator, Samantha Ezihie, Senator

Absent

Becky Paul Odionhin, President; Barakat Sahi, Senator; Fatoumata Camara, Senator; Justin Barnes, Sports Council Coordinator; Afreen Tanisha, Special Interest Council Coordinator; Grace Osaba, Academic Council Coordinator; Connor Sullivan, Senator; Jesse Orozco, Engineering Coordinator Taylor Lewis, POC Council Coordinator

Guests

Will Eaton, SA Chief of Staff; A.J. Franklin, UB Council Representative & COAL; Hannah Mwelwa, SWE E-board; Molly Gillen, SWE E-board

Call to Order

Ian Roma, Senate Chair, calls the meeting to order at 5:33 pm

Approval of Minutes

- I. Ian Roma, Senate Chair, presents the November 11, 2022 and November 28, 2022 Senate Meeting Minutes, for review and approval

Motion to approve November 11, 2022, and November 28, 2022 Senate Meeting Minutes by Matthew Dowd

Second Tyler Herman

Without objection, the motion passes by unanimous consent

Conclusion: Senate Meeting Minutes, for November 11, 2022, and November 28, 2022 approved

- II. Ian Roma, Senate Chair, presents December 2, 2022 Executive Committee Meeting Minutes for review and approval

Motion to approve Executive Committee Minutes Alana Lesczynski

Second Tyler Herman

Without objection, the motion passes by unanimous consent

Conclusion: Executive Committee Minutes for December 2, 2022 approved

Old Business

None

New Business

- III. Alana Lesczynski, Treasurer, presents Budget Adjustment #08 for review and approval

Motion to approve Budget Adjustment #08 by Alana Lesczynski

Second Matthew Dowd

Without objection, the motion passes by unanimous consent

Conclusion: budget Adjustment #08 approved

- IV. Ian Roma, Senate Chair, presents Supplemental Funding Request by Society of Women Engineers for review and approval

**Ariel Clarke Enters Meeting at 5:42pm

Senate Enters 5-minute question period

Motion to approve Supplemental Funding Request by Tyler Herman

Second Jessica Ellis

Tyler Herman	Yes
Krish Thakkar	Yes
Amelia Kelly	Yes
Cameron Kiner	Yes
Tangeniqua Washington	Yes
Samatha Ezihie	Yes
Matthew Dowd	Yes
Jessica Ellis	Yes
Ariel Clarke	Yes
Alana Lesczynski	Yes
Sammi Pang	Yes
Ian Roma, Chair	Yes

12 Favor, 0 Against, 0 Abstain

Conclusion: Society of Women Engineers Supplemental Funding Request for \$1600.00 approved

- V. Ian Roma, Senate Chair, presents Supplemental Funding Request for the Society of Asian Scientists and Engineers for review and approval

Senate enters 5-minute question period

Motion to approve SASE Supplemental Funding Request by Tyler Herman

Second

Tyler Herman	Yes
Krish Thakkar	Yes
Amelia Kelly	Yes
Cameron Kiner	Yes
Tangeniqua Washington	Yes
Samatha Ezihie	Yes
Matthew Dowd	Yes
Jessica Ellis	Yes
Ariel Clarke	Yes
Alana Lesczynski	Yes
Sammi Pang	Yes
Ian Roma, Chair	Yes

12 Favor, 0 Against, 0 Abstain

Conclusion: SASE Supplemental Funding Approved for \$2160.00

****Tangeniqua Washington Leave the Meeting at 6:06 pm**

VI. Ian Roma, Chair Presents Resolution in Support of Proposed Changes to the UB Academic Calendar

Motion to approve Calendar Resolution by Tyler Herman

Second by Jessica Ellis

Without objection, the motion passes by unanimous consent

Conclusion: Resolution in Support of Proposed Changes to the UB Academic Calendar approved

VII. Ian Roma, Chair, opens informal discussions on the following topics:

a. Committees including audit, club oversight, and student advocacy

b. Conflict of Interest issue

c. Hiring amendment

Motion to table by Sammi Pang

Second Ariel Clarke

Without objection, the motion passes by unanimous consent

Conclusion: All informal discussion topics tabled

Adjournment

I. Motion to Adjourn meeting by Krish Thakkar

Second Jessica Ellis

Without Objection, the motion passes by unanimous consent

Conclusion: Meeting of the Senate Adjourned at 6:48 pm

**Undergraduate Student Association
Budget Adjustment**

Instructions:

This form must be completed for all budget adjustments. This form must be signed by the President, Treasurer and Campus Designee.

Please check one:

Budget Transfer

Moving funds from one expense to another, (must equal zero)

Budget A/E

Incremental adjustment, increase/decrease in revenues or expenses

Detailed description of budget adjustment:

SA Budget Adjustment #8

<u>Account Number:</u>	<u>Account Description</u>	<u>Current Budget Amount</u>	<u>Adjustment Amount</u>	<u>Adjusted Budget</u>	<u>Adjustment Description</u>
002-1251-4120	Senate Supplemental Funding	-	\$ 20,000.00	20,000.00	Money for Senate Supplemental Funding
002-1706-4332	Fest Production	292,394.50	\$ (110,000.00)	182,394.50	Money for Senate Supplemental Funding and Speakers
002-1401-4922	Pilots	2,331.43	\$ (1,193.93)	1,137.50	Money from Pilots to Capital Equipment for CE purchase
002-1100-2101	Capital Equipment	202,521.00	\$ 1,193.93	203,714.93	Money from Pilots to Capital Equipment for CE purchase
002-1900-4239	Mens Ice Hockey	98,839.65	\$ (4,197.50)	94,642.15	Fine for violating policies
002-1100-4171	Late Fees, Fines & Finance Charges	-	\$ 4,197.50	4,197.50	Fine for violating policies
002-1707-4312	Comedy Talent	75,000.00	\$ (75,000.00)	-	Money for Speaker Event
002-1707-4332	Comedy Production	55,000.00	\$ (55,000.00)	-	Money for Speaker Event
002-1701-4123	Speakers	5,000.00	\$ 220,000.00	225,000.00	Money for Speaker Event
002-1600-4718	Singapore	1,573.25	\$ (100.00)	1,473.25	Cosponsorship for Holiday Event with HKSA, SGSA and Indonesian SA
002-1600-4777	Hong Kong	2,298.96	\$ (100.00)	2,198.96	Cosponsorship for Holiday Event with HKSA, SGSA and Indonesian SA
002-1600-4773	Indonesian	1,253.77	\$ 200.00	1,453.77	Cosponsorship for Holiday Event with HKSA, SGSA and Indonesian SA
002-1401-4543	Model European Union	-	\$ 1,500.00	1,500.00	Special Interest Supplemental Funding for Model EU Conference
002-1401-4120	Special Interest Supplemental Funding	3,006.07	\$ (1,500.00)	1,506.07	Special Interest Supplemental Funding for Model EU Conference
				-	

Treasurer: Name (please print) _____

Signature _____ Date _____

Officer: Name (please print) _____

Signature _____ Date _____

Campus designee: Name (please print) _____

Signature _____ Date _____

FSA Budget A/E Input _____ FSA Budget A/E Review _____



Supplemental Funding Request Information

Each year clubs have an opportunity to apply for Supplemental Funding from their Council Coordinator or the SA Board of Directors. Paperwork and guidelines are on the following pages.

1. The requesting club must be recognized by the Student Association and must meet all criteria to be in good standing. (Criteria for good standing can be found in the Club Handbook.)
2. All Clubs are required to submit the Supplemental Funding Request Form.
 - a. A club must be able to produce proof of the current account balance and fund-raising totals upon request; this information can be obtained from the club's general ledger or requesting help from the finance department in the SA Office.
 - b. The club must indicate the goals and purpose of the activity being sponsored and how the activity will benefit the UB Undergraduates.
 - c. All sources of income for the activity must be listed.
3. The funds allocated to a club must be used only for the purpose outlined on the application submitted, and proof of this must be submitted to the Council Coordinator or SA Board of Directors upon request.
4. Clubs may be asked to make an oral presentation to the Board of Directors. Persons making the presentation must be able to answer all pertinent questions the Board may have.
5. All funding requests must be submitted to the club's Council Coordinator. Supplemental Funding Requests from the Council Coordinator will be submitted to the SA Treasurer for review and if approved will be added to the next Budget Adjustment. Supplemental Funding Requests from the SA Board of Directors should be submitted to the Council Coordinator to be added to the Board of Director's agenda for approval.
 - a. The approval of a supplemental funding request and the transfer of funds may not occur in the same meeting, be prepared for this delay.

Please note that the Council Coordinator and/or Board of Directors reserve the right to provide all, some, or none of the funds requested based on the objective analysis of the Club's needs, past activities, completion of criteria, and availability of funds.

Please note that Supplemental Funding money does not count as fundraising or a fundraising event, and is NOT eligible for rollover.

Please note that the Council Coordinator and/or Board of Directors reserve the right to:

- Take back any money given in supplemental funding that was not spent on the event stated
- Take back all monies given to the club if the club cancels the event
- Fines and other penalties may be applied to a club that uses supplemental funding money for anything other than the event that they applied for. Penalties may include de-recognition.

It may take up to three weeks for a club to receive into their budget any monies given to the club by the Council Coordinator and/or Board of Directors. All financial rules apply to supplemental funding monies including pre-approval through the SAFE system before money can be spent.

To be considered for Supplemental Funding by the Council Coordinator, a club representative must be able to meet with the Council Coordinator to answer any questions upon request. To be considered for Supplemental Funding by the Board of Directors, a club representative must be at the scheduled Board of Directors meeting in order to present the request. Forms must be legible, complete, including a full budget and the club must meet the criteria to receive the funding. Funding for events with pre-set days should be submitted at least four weeks prior to the event in order to ensure a timely response and processing time for the money into the clubs account for spending. Request should be handed in to the Club's Council Coordinator for review and submission to the correct party.



Supplemental Funding Request Form

Club Information:

Club Name: SOCIETY OF WOMEN ENGINEERS

Representative Name: MOLLY GILLEN Title: TREASURER

Event: SWE LOCAL CONFERENCE

Event Date: 2/16/2023 - 2/19/2023 Start Time: 7 AM 2/16/22 End Time: 7 PM 2/19/22

↳ INCLUDES 2 DAYS FOR TRAVEL ; 2 DAYS FOR THE CONFERENCE

Description of Event:

UB'S SWE CHAPTER IS SENDING 4 E-BOARD MEMBERS TO A SWE LOCAL CONFERENCE IN DETROIT, MICHIGAN FROM 2/16/2023 - 2/19/2023. WE WILL BE LEAVING BUFFALO ON 2/16 AND RETURNING TO BUFFALO ON 2/19. 3 HOTEL NIGHTS WILL BE RESERVED.

Benefits of the Event to UB Undergrads:

BEING THE WORLD'S LARGEST CONFERENCE FOR WOMEN, THIS IS A GREAT OPPORTUNITY FOR US TO BUILD OUR PROFESSIONAL NETWORK. THERE WILL BE 200+ SESSIONS TO ATTEND, SUCH AS KEYNOTE SPEAKERS, WORKSHOPS, AND INTERACTIVE PANELS. THERE WILL ALSO BE A CAREER FAIR WHERE WE WILL HAVE THE CHANCE TO NETWORK WITH COMPANIES FROM ALL ACROSS THE COUNTRY, AS WELL AS A DESIGN COMPETITION.

Purpose of this Event:

THE PURPOSE OF THIS EVENT IS TO PROVIDE AN INFORMATIVE AND VALUABLE EXPERIENCE TO COLLEGIATE LEVEL WOMEN IN STEM. THIS CONFERENCE ALSO SERVES AS A GREAT OPPORTUNITY FOR NETWORKING, WHERE STUDENTS OFTEN FIND INTERNSHIPS ; FULL-TIME JOBS.

Itemized list of how supplemental funds will be used:

Item:	Dollar Amount:
4 CONFERENCE TICKETS (COLLEGIATE PRICE)	\$ 440 * DISCOUNT ENDS 1/26/23 * INCLUDES TAX * 4 NON-SWE MEMBER TICKETS
1 HOTEL ROOM - 3 NIGHTS	\$ 1020 * SUBJECT TO CHANGE * INCLUDES TAXES ; FEES
HOTEL PARKING - 4 DAYS	\$ 120 * INCLUDES TAX
	\$
	\$
Total being requested:	\$ 1600.00

Club Budget Information:

Current balance of club budget: \$ 1895.59

Expenditures already encumbered (requested) for this event:

Item:	Dollar Amount:
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$

Other Monies being requested or has been granted for this event:

Item:	Dollar Amount:
	\$
	\$
	\$

Ticket Sales Information:

Will there be ticket sales for this event:

	Price:
Patron Type:	\$
Patron Type:	\$
Patron Type:	\$
Patron Type:	\$
Patron Type:	\$
Total Ticket Sale Revenue:	\$ 0.00

Other Information that you want the Council Coordinator and/or Board of Directors to know:

Supplemental Funding Approval Signature Page

To be completed by the Council Coordinator or Chair of the Board of Directors before submission to the SA Treasurer. The completed supplemental funding request that was presented to the Coordinator or Board for consideration must be attached for the club to receive any monies into their account.

Club Name: SOCIETY OF WOMEN ENGINEERS

Council: ENGINEERING

Amount of Money: \$1100.00

Event Money is to be used for: SWE LOCAL CONFERENCE - DETROIT, MICHIGAN

Date of Event: 2/16/2023 - 2/19/2023

Type of Supplemental Funding Request:

Board of Directors

Chair of Board of Directors Signature: _____

Print Name: _____ Date: _____

Meeting Date that the Funding Request was voted on: _____

Coordinator

Coordinator Signature: _____

Council Name: _____

Print Name: _____ Date: _____

Final Approval to be added to a Budget Adjustment

SA Treasurer Signature: _____

Print Name: _____ Date: _____

Monies to be transferred to club as part of Budget Adjustment: _____



Supplemental Funding Request

Each year, clubs have an opportunity to apply for Supplemental Funding from their Council Coordinator, the SA Vice President, and the Senate.

1. The requesting club must be recognized by the Student Association.
2. All Clubs are required to submit the fully completed Supplemental Funding Request Form in order to receive supplemental funding.
3. The funds allocated to a club must be used only for the purpose(s) outlined on the application submitted.
 - a. All funding requests will be submitted to their respective provider. Supplemental Funding requests to the Council Coordinator or Vice President will be submitted to the SA Treasurer for review and if approved will be added to the next Budget Adjustment. A request made to the Senate will be directed to the Senate Chair and, if approved, then the SA Treasurer. Any Supplemental Funding request must be ultimately approved by the Senate with a Budget Adjustment. The approval of a Supplemental Funding request and the transfer of funds may not occur in the same meeting, be prepared for this delay.

It should be noted that Tier I clubs can request from the Senate, their Council Coordinator, or the SA Vice President. Clubs in Tiers II and III can request from their Council Coordinator or the Senate. Tier IV clubs can request only from the Senate. A club can make multiple Supplemental Funding requests from multiple sources (i.e., a Tier II club can make a request to the Senate as well as make a separate request from the SA Vice President). More information regarding a club's Tier can be found in the Tiers Policy. To determine the amount of money in any Supplemental Budget line, the General Ledger can be referenced.

Please note that the Council Coordinator, Vice President, and Council Coordinators reserve the right to provide all, some, or none of the funds requested based on the objective analysis of the Club's needs, past activities, completion of criteria, and availability of funds.

Please note that Supplemental Funding money does not count as fundraising or a fundraising event and is NOT eligible for rollover.

Please note that the Council Coordinator, Vice President, and Senate reserve the right to:

- Take back any money given in supplemental funding that was not spent on the event stated
- Take back all money given to the club if the club cancels the event
- Fines and other penalties may be applied to a club that uses supplemental funding money for anything other than the event that they applied for

It may take a few weeks for a club to receive into their budget any monies given to the club by the Council Coordinator, SA Vice President or Senate. Please note that a completed Budget Adjustment including any changes regarding Supplemental Funding must be posted within 24 hours of the Budget Adjustment. All financial rules apply to requesting supplemental funding money including pre-approval through the SAFE system before money can be spent.



Supplemental Funding Request Form

Forms must be complete, including a full itemized requested budget, and the club must meet the criteria to receive the funding. Funding for events with pre-set days should be submitted a few weeks prior to the event in order to ensure a timely response and processing time for the money into the club's account for spending.

Club name: Society of Asian Scientists and Engineers (SASE)

Representative name: Nicholas Cruz Title: Treasurer

University at Buffalo Email Address: nacruz@buffalo.edu

Event: SASE Northeast Regional Conference at Boston

Event Date: 2/17/2023 - 2/19/2023 Start time: 9:00 AM End time: 10:30 PM

Description of event: The UB chapter of SASE will travel to Boston for

SASE's annual Northeast Regional Conference (NERC). Attendees will take the train from Buffalo to Boston the day before NERC, 2/17/2023.

NERC will take place in the Sheraton Boston Hotel on Saturday 2/18/2023 at 8am-5pm. Attendees will return to Buffalo by train the following day, 2/19/2023

Benefits of the event to UB undergraduates:

NERC is the largest conference and career fair for Asian Americans in STEM in the East Coast. Held once a year, it provides an opportunity for students of Asian heritage to come together for growth and development.

NERC is an integral part of SASE's mission to prepare students for success in the professional world.

Purpose of this event: Community building and STEM fair

Itemized list of how supplemental funds will be used:

Item:	Dollar amount:
<u>Travel by train for 12 people</u>	<u>\$ 1440</u>
<u>Registration fees for 12 people</u>	<u>\$ 720</u>
<u>_____</u>	<u>\$ _____</u>
<u>_____</u>	<u>\$ _____</u>
<u>_____</u>	<u>\$ _____</u>

Total being requested: \$ 2160

This Supplemental Funding request is requested through the: _____ Council Coordinator Senate SA VP

Club Budget Information

Current balance of club budget: \$ 1460

Expenditures already encumbered (requested) for this event: N/A

Item:

Dollar amount:

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

Other money being requested or has been granted for this event: N/A

Item:

Dollar amount:

_____	\$ _____
_____	\$ _____
_____	\$ _____

Will there be ticket sales for this event? Yes No

Ticket Sales Information:

Patron type _____	\$ _____
Patron type _____	\$ _____
Patron type _____	\$ _____
Patron type _____	\$ _____
Patron type _____	\$ _____
Total ticket sale revenue:	\$ _____

Other information that you want the recipient(s) to know:

Thank you for reviewing our request.

4

Supplemental Funding Approval Signature Page

Club Name: _____

Council: _____

Amount of money: _____

Event money is to be used for: _____

Date of event: _____

Type of Supplemental Funding request:

_____ Senate

Chair of Senate: _____

Print name: _____ Date: _____

Meeting date that the Supplemental Funding request was voted on:

_____ Coordinator

Coordinator signature: _____

Council name: _____

Print name: _____ Date: _____

_____ Vice President

Coordinator signature: _____

Council name: _____

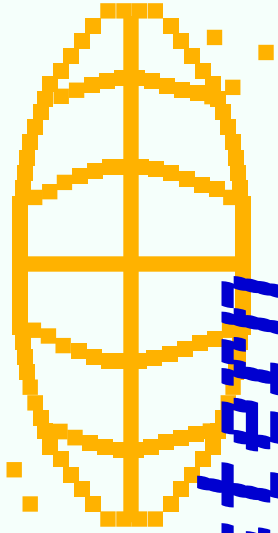
Print name: _____ Date: _____

Final approval to be added to a Budget Adjustment

SA Treasurer signature: _____

Print name: _____ Date: _____

Money to be transferred to club as part of Budget Adjustment: _____



North Eastern Regional Conference

UB SASE Chapter Supplemental Funding
Request

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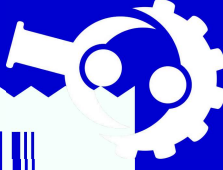


Schools from all over the NE

February 18, 2023



Boston, MA



Cost Breakdown

Breakdown of Requested Funds

Conference Registration	$\$60/\text{person} \times 12 \text{ people} = \720
Estimated Cost of Train	$\$120/\text{person} \times 12 \text{ people} = \1440
Total	\$2160

Expenses Covered by Club Funds

Estimated Cost of Lodging	$\$50/\text{person} \times 12 \text{ people} = \600
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Itinerary planner

Friday

Saturday

Feb	Time	Activity
17	9 am	Board train to Boston
	8 pm	Arrive in Boston (hotel is 10 min away from conference center)
	8 pm	Group dinner
	10 pm	Settling into rooms and sleeping! Big day ahead
18	9 am	Conference begins
	12 pm	SASE provided lunch
	All day	Symposiums, guest speakers, workshops
	7 pm	Wrap-up

Itinerary planner

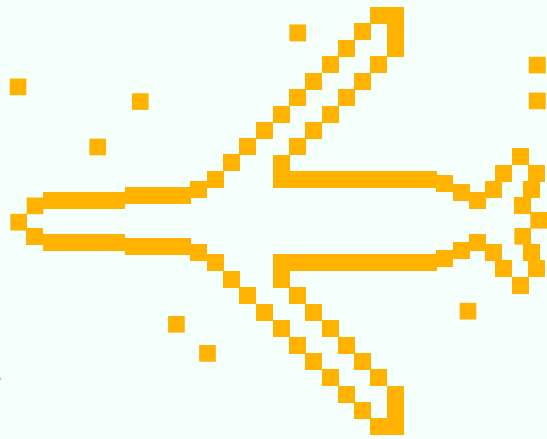
Sunday

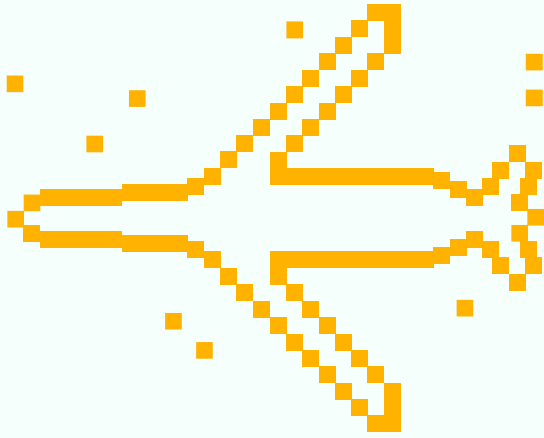
Monday

Day	Time	Activity
19	7 am	Wake up, grab breakfast
	9 am	Walking around Boston, sightseeing
	1 pm	Board train back to Buffalo
	10 pm	Settling into rooms and sleeping! Big day ahead
20	12:30 am	Back in Buffalo

Member Takeaways

How this conference will help our members with their connection with SASE as well as their college experiences and future careers





Join Us In
BOSTON, MA
 Sheraton Boston Hotel

**North
 East
 Regional
 Conference**



**broaden
 your
 branches**



FEBRUARY

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

SAVE THE DATE!

2/18/2023 | 8AM - 5PM

Benefits for UB SASE Members

01

Building the SASE Community

Chapters from all over the NE region will be in attendance! This will show members that they are apart of something bigger than our chapter alone

02

Career and Networking Experiences

NERC is full of employers, professionals, and alumni that have all been in our shoes at one point. They want to help our members strive in the STEM fields as an Asian American

03

The three pillar of SASE

SASE is built on the principles of professional development, community service, and cultural heritage. NERC is a great place to dive deeper into all of those.

04

Bonding with peers

Going on a trip with friends and peers is a great way to gain independence and lifelong friendships. In the past, many close friends have been a result of SASE NERC

Companies Supporting SASE



Booz | Allen | Hamilton



leidos



Southwest

SASE Success Story



Eric Zhao, NE Regional Coordinator for SASE

- (Currently) Lead Role at General Electric (GE)
- UB Alumni, Former UB SASE President/PR

CONCLUSION

- We are requesting \$2160
- Regional Conference (NERC) starts 2/18 (Sat.)
- Three days, two nights; Leave Fri., back Mon.
- NERC is the largest Asian-American STEM Conference on the East Coast
- Great opportunity and networking for members

SASE believes that it can be
an agent for change to help
Asian students &
professionals achieve their
full potential





THANK YOU



Suite 350 Student Union Amherst, New York 14260
(716) 645-2950 fax: (716) 645-2112 www.sa.buffalo.edu

Resolution - 2022-23 - 7

Subject: Resolution in Support of Proposed Changes to the UB Academic Calendar

Submitted by: Becky Paul-Odionhin, President; Sammi Pang, Vice President; Alana Lesczynski, Treasurer; Ian Roma, Senate Chairperson

WHEREAS, The University at Buffalo Student Association exists to serve and advocate for the undergraduate student body;

WHEREAS, the undergraduate student body have overwhelmingly indicated support for the academic calendar revisions suggested by the Faculty Senate Academic Policies and Grading Committee; and

WHEREAS, the mental and physical health and well-being of the undergraduate student body would be substantially improved by adoption of the proposed changes; now therefore be it

RESOLVED, That the University at Buffalo Undergraduate Student Association Senate highly recommends the passage of the proposed revisions to the academic calendar by the Faculty Senate Academic Policies and Grading Committee be included in the updated academic calendar; and

RESOLVED, that a copy of this Resolution be made publicly available and delivered either physically or electronically to the Officers and Senators of the Faculty Senate prior to the vote on the proposed revisions to the academic calendar.