

## University at Buffalo Student Association Inc.

## Senate Meeting Minutes

## Monday, February 7th, 2022

## 561 Capen Hall

### Present

Nicholas Singh\*, President; Montana Desabio, Vice President; Austin Wolfgang, Treasurer; Nathan Cottom, Academic Coordinator; Cassandra Ramsay, International Coordinator; Afreen Tanisha\*, Special Interest Coordinator; Justin Barnes, Sports Coordinator; Tyler Herman, Senate Chairperson; Fatou Diop\*, Senator, Madison Nitsche, Senator; Krish Thakkar, Senator; Astha Pandey\* Senator

### Absent

Emma Elliot, Engineering Coordinator; Jason Li, Hobby Coordinator; Josephina Nimarko, Student Affairs Director; Khan Yasin, Senator; Liryc Lewis, POC Coordinator

### Guests

Shames Saimun\*, Bengali Student Association Treasurer; Zach Trakis, Men's Rugby Treasurer

### Call to Order

Tyler Herman, Chair, calls the meeting to order at 5:33pm

### Approval of Minutes

 Tyler Herman, Chair, presents the Senate Meeting Minutes for December 13, 2021, for approval.



Motion to approve Senate Meeting Minutes for December 13, 2021, by Krish Thakkar

Second Austin Wolfgang

Without objection, the motion passes by unanimous consent

### Conclusion: The Senate Meeting Minutes for December 13, 2021, were approved

### Old Business

I. A sufficient number of Senators are not present to pass Resolution 2021-3 to pay Chairperson of Senate, with Tyler Herman, Chair, not being present

Conclusion: Resolution 2021-3 is tabled until a sufficient number of Senators are present, to be considered as old business at the next meeting of the Senate

II. Tyler Herman, Chair, presents Finance Policies to the Senate for consideration

Motion to table Finance Policies, to be considered as old business at the next meeting of the Senate by Austin Wolfgang

Second Justin Barnes

Without objection, the motion passes by unanimous consent

### Conclusion: Finance Policies tabled until next meetings of the Senate

### New Business

Tyler Herman, Chair, moves Bengali Student Association Supplemental Funding Request to next item on agenda

\* Nicholas Singh, President, enters meeting at 5:37 pm

 Afreen Tanisha, Bengali Student Association President, and Shames Saimun, Bengali Student Association Treasurer, present supplemental funding request for \$2,500 for the holding of a Bangladeshi Night event in March 2022 to the Senate for consideration Motion to approve \$2,500 in supplemental funding to the Bengali Student Association by Austin Wolfgang

Second Cassandra Ramsay

Nathen Cottom	Yes
Montana Desabio	Yes
Austin Wolfgang	Yes
Afreen Tanisha	Abstain
Cassandra Ramsay	Yes
Madison Nitsche	Yes
Justin Barnes	Yes
Krish Thakkar	Yes
Nicholas Singh	Abstain
Tyler Herman	Abstain
7 Yes, 0 No, 3 Abstain	

Motion Passes

Conclusion: The Bengali Student Association's request for supplemental funding for \$2,500 for the holding of a Bangladeshi Night event in March 2022 was approved

\* Afreen Tanisha and Shames Saimun Leave Meeting at 5:57 pm

\* Fatou Diop Enters Meeting at 5:57 pm

Tyler Herman, Chair, moves Men's Rugby Supplemental Funding Request to next item on agenda

II. Zach Trakis, Men's Rugby Treasurer, presents supplemental funding request for \$2,850 for Spring Semester Activities Coverage to the Senate for consideration

> Motion to approve Rugby's supplemental funding request by Nicholas Singh

> > Second Madison Nitsche

Nathen Cottom	Yes
Montana Desabio	Yes
Austin Wolfgang	Yes
Fatou Diop	Yes
Cassandra Ramsay	Yes
Madison Nitsche	Yes
Justin Barnes	Abstain
Krish Thakkar	Yes
Nicholas Singh	Yes
Tyler Herman	Abstain
8 Yes. 0 No. 2 Abstain	

8 Yes, 0 No, 2 Abstain

Motion passes

### Conclusion: Men's Rugby request for supplemental funding for \$2,850 for Spring Semester Activities Coverage was approved

III. Motion for 6-minute recess by Tyler Herman

Second Montana Desabio

Without objection, the motion passes by unanimous consent

### Conclusion: Senate enters a 6-minute recess

### Tyler Herman, Chair calls the meeting back to order at 6:17 pm

IV. Tyler Herman, Chair, presents Astha Pandey to fill a vacant Senate seat, to the Senate for consideration Motion to appoint Astha Pandey to fill a vacant Senate seat by Nicholas Singh

Second Tyler Herman

Without objection, the motion passes by unanimous consent

#### Conclusion: Astha Pandey is appointed to fill a vacant Senate Seat

\* Astha Pandey becomes a voting member of Senate

V. Tyler Herman, Chair, presents discussion on filling remaining Senate Seat vacancies to the Senate for consideration

#### Conclusion: No action taken by Senate to fill vacant Senate Seats

VI. Nicholas Singh, President, presents Budget Adjustment - Staff Wage List Amendment to the Senate for consideration

Motion to approve Budget Adjustment - Staff Wage List Amendment by Austin Wolfgang

Second Madison Nitsche

- Montana Desabio Yes
- Nathen Cottom Yes
- Austin Wolfgang Yes
- Astha Pandey Yes
- Fatou Diop Yes
- Cassandra Ramsay Yes
- Madison Nitsche Yes
- Justin Barnes Yes

Krish Thakkar	Yes
Nicholas Singh	Yes
Tyler Herman	Abstain
10 Yes, 0 No, 1 Abstain	

Motion passes

### Conclusion: Budget Adjustment - Staff Wage List Amendment is approved

VII. Austin Wolfgang, Treasurer, presents Budget Adjustment #05 to the Senate for consideration

Motion to approve Budget Adjustment #5 by Austin Wolfgang

Second Nathen Cottom

Without objection, the motion passes by unanimous consent

### Conclusion: Budget Adjustment #5 is approved

VIII. Montana Desabio, Vice-President, presents Derecognition of Permanent Clubs to the Senate for consideration

Motion to approve Derecognition of Permanent Clubs by Austin Wolfgang

Second Justin Barnes

Montana Desabio	Yes
Nathen Cottom	Yes
Austin Wolfgang	Yes
Astha Pandey	Yes
Fatou Diop	Yes
Cassandra Ramsay	Yes
Madison Nitsche	Yes
Justine Barnes	Yes

Krish Thakkar	Yes
Nicholas Singh	Yes
Tyler Herman	Abstain
10 Yes, 0 No, 1 Abstain	
Motion passes	

### Conclusion: Derecognition of Permanent Clubs is approved

#### Announcements

- I. Tyler Herman, Chair, uses electronic Doodle Poll to decide what time meetings should be conducted moving forward
- II. Nicholas Singh, President, presents SA Executive Board Elections Timetable: 2/14-3/7: Petitions are available for prospective candidates Week of 3/7: Mandatory Meeting for candidates 3/28-4/1: Voting Period

### Adjournment

I. Motion to Adjourn meeting by Auston Wolfgang

Second Madison Nitsche

Without objection, the motion passes by unanimous consent

Conclusion: Meeting of the Senate Adjourned at 6:42 pm



University at Buffalo Student Association Inc. 350 Student Union, Buffalo, NY 14260 www.sa.buffalo.edu

Resolution – 2021-3

#### Subject: Resolution to Pay Chairperson of Senate

The Senate/Board of Directors of University at Buffalo Student Association Inc. ("SA") hereby approves its Chairperson being paid \$120.00 per week as an employee of said corporation for such person's services as Chairperson.

The basis for board approval is as follows: the amount set forth above appropriately compensates any Chairperson for the work typically performed by and expected of the Chairperson, including but not limited to preparing for meetings of the board and coordinating meetings of the board.

This resolution shall pertain to the current Chairperson and any subsequent Chairperson(s), and shall be effective until 7/31/2021. This resolution shall not change the term of a chair, or how a chair may be elected or removed.



(716) 645-2950 fax: (716) 645-2112 www.sa.buffalo.edu

# 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 met 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: Bengali Student Ass	ociation	
Representative Name: Afreen Tanis	ha	Title: President
Event: Bangladeshi Night		
Event Date:	_ Start Time:6pm	End Time: 11pm

Description of Event:

A cultural event organized by UB BSA. There will dance, music show. We will also have food arrangement. It's an important celebration for Bengali students where we want to showcase our culture.

Benefits of the Event to UB Undergrads:

UB has a huge number of incoming/attending Bengali students. We want to a make stand on UB by organizing this big event so that these Bengali students can meet and connect back to their own roots.

Purpose of this Event:

Showcase Bengali culture and build connectivity amongst our community.

Itemized list of how supplemental funds will be used:

Item:		Dollar Amount:	
food		\$	2,000.00
decoration		\$	300.00
costume		\$	200.00
		\$	
		\$	
	Total being requested:	\$	2,500.00

### Club Budget Information:

### 120.00

# Current balance of club budget: \$ \_\_\_\_\_

### 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: Yes

	Price:
Patron Type: SA Ticket Office	\$ 2.00
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: Bengali Student Association	
Council:	
Amount of Money:	
Event Money is to be used for:	
Date of Event: 03/13/2022	
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:	



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  - b. The club must indicate the goals and purpose of the activity being sponsored and how the activity will benefit the UB Undergraduates.
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- 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.
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  - 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.

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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:

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Supplemental Funding Request Form

### Club Information:

Club Name: Men's Rugby Club	
	Title: Treasurer
Event: Spring Semester Activities Coverage	
Event Date: Spring Semester Start Time: N/A	End Time: N/A

Description of Event:

This is coverage for the costs of gas reimbursements, hotel stays, UB fieldhouse usage, and athletic trainers for the upcoming spring semester.

Benefits of the Event to UB Undergrads:

Our club budget has a \$6,550 deficit due to the cost of our dield goal post installation rolling over into this year's budget rather than last years. Originally, we were down \$11,550 but the equipment grant payed for a \$5,000 portion of that for which we are grateful for. We are trying to avoid our club members paying in order to participate in the sport, so this money would be used to make sure no one is left unable to participate due to costs. Our spring semester activities will be comprised of a mix of 7s tournaments and 15s games (2 different styles of rugby). Purpose of this Event:

Some of our members will play 7s, some 15s, and some will play both. Playing of 15s in the spring will prepare our club to compete at a higher level come fall. Playing of 7s allows for those who prefer 7s to participate in rugby, especially our seniors who do not need to prepare for 15s come fall.

Itemized list of how supplemental funds will be used:

Item:	Dolla	ir Amount:
Gas Reimbursement & Hotel Stays	\$	2,000.00
Athletic Trainer Coverage	\$	550.00
UB Fieldhouse Practice Cost	\$	300.00
	\$	
	\$	
Total	being requested: \$	2,850.00

### Club Budget Information:

# 0.00

Current balance of club budget: \$ \_\_\_\_\_

### 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: No

•

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

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

Due to the condition of the Ellicott Field during the spring, we are typically not allowed to practice there. We would like to use the UB Fieldhouse as an alternative, but we need to pay in order to use it.

Gas Reimbursement & Hotel Stays (\$2,000) = To be used for travel costs we encounter whether they be for gas reimbursement, hotel stays, or both.

Athletic Trainer Coverage (\$550) = ((\$55 per hour) x (5 hour estimate for each event) x (2 Events) ) UB Fieldhouse Practice Cost (\$300) = (\$29.90 per hour) x (1 hour per practice) x (6 weeks) x (2 practices per week) = \$358.80 Rounded down to \$300.

### 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: Men's Rugby Club	
Council:	
Amount of Money:	
Event Money is to be used for:	
Date of Event: Spring Semester	
Type of Supplemental Funding Request: Board of Directors	
Chair of Board of Directors Signature:	
Print Name:	
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:	



#### **INVOICE**

INVOICE # 2021-157

TAX ID# 16-1406947

- DATE: November 10, 2021
- TO: Univ at Buffalo Rugby Club

HOURS	DESCRIPTION	AMOUNT DUE
3.50 5.00 4.00	Athletic Training Coverage 8/28/21 Athletic Training Coverage 09/11/21 Athletic Training Coverage 10/16/21	\$ 192.50 \$ 275.00 \$ 220.00
	Total Amount Due Upon Receipt	\$ 687.50

Please remit payment to:

University Orthopaedic Services, Inc. Attn: Accounting 4225 Genesee St., Suite 400 Cheektowaga, NY 14225

Thank you.

K	Kelvin Huynh	23
37	HI Roz, Happy New Year! My name is Kelvin, and I am the president of the Men's Rugby Club. My club is very excited to start planning for the spring. And with th	
d	Roslyn Dominico «dominico@buffalo.edu»	Ø
	Hi Kelvin,	~
24	Happy New Year! I'll do my best to answer your questions:	0
95 95	1)I'm still waiting on Athletics to finalize their schedule for the Spring, so I'm hoping the end of this week to early next week to get the info out to the sport clubs to request for practices and games for the spring.	-
	2) The field house will only be available Monday's and Tuesday's nights 8PM-12AM until Spring Break as it was pre-covid. Clubs will now have to pay \$29.90/hr. for a Supervisor to be in the Fieldhouse during each club's respective practices. The fieldhouse will not be available for games since there will be a number of other clubs also utilizing the space for the time it's available to clubs.	+
	3)Unfortunately, I can't make the call on the field being ready right now since it's all really weather dependent.	
+	Hope that helps!	
	Roz	
	Reply Forward	
6 - 17		>
	🖉 🛂 🦉	



University at Buffalo Student Association Inc. 350 Student Union, Buffalo, NY 14260 www.sa.buffalo.edu

#### **Budget Adjustment**

#### Subject: Budget Adjustment Related to SA Staff Wages

Be it hereby proposed that the Wages List 2021-2022 be amended to update the following position: Assistant Director of Campus Engagement, with the corresponding wage listed in Schedule A.

Be it hereby proposed that the Wages List 2021-2022 be amended to include the following two positions: Assistant Director of Communications and Assistant Director of Media Production, with the corresponding wages listed in Schedule A.

Wages List 2021-2022 Budget (*		notes change/addition)	
Stipends	We	eekly Stipend	
President	\$	302.88	
Vice President	\$	302.88	
Treasurer	\$	302.88	
Assembly Speaker	\$	120.00	
Board of Directors Chair	\$	120.00	
Academic Coordinator	\$	150.00	
Engineering Coordinator	\$	150.00	
Hobby Coordinator	\$	150.00	
International Coordinator	\$	150.00	
POC Coordinator	\$	150.00	
Special Interest Coordinator	\$	150.00	
Sports Coordinator	\$	150.00	
Elections & Credentials Chair	\$	120.00	
Student Affairs Director			
Hourly Staff	F	lourly Rate	
Chief of Staff	\$	15.50	
Transportation Coordinator	\$	15.00	
SA Secretary	\$	15.00	
Food Pantry Assistant	\$	15.00	
Assistant Director of Club Services X2	\$	15.00	
Director of Entertainment	\$	15.25	
Assistant Director of Entertainment	\$	15.00	
Hospitality Manager	\$	15.00	

#### Schedule A

Head Event Manager	\$ 15.00
Event Manager X3	\$ 15.00
Director of Media & Marketing	\$ 15.25
Assistant Director of Media & Marketing	\$ 15.00
Public Relations Manager	\$ 15.00
Graphic Designer	\$ 15.00
Videographer	\$ 15.00
Photographer	\$ 15.00
Outreach Coordinator	\$ 15.00
	15.00
Assistant Director of Environmental Affairs	\$ 15.00
Assistant Director of Health and Wellness	\$ 15.00
Assistant Director of Equity, Diversity, and Inclusion	\$ 15.00
Production Director	\$ 15.25
Production Manager	\$ 15.00
Technical Director	\$ 15.00
Sr. Sound Techs	\$ 15.25
Sound Tech	\$ 15.00
Assistant Treasurers	\$ 15.25
Bookkeeper	\$ 15.00
Head Receptionist	\$ 15.25
Receptionist	\$ 15.00
Boat Lake Manager x2	\$ 15.25
Boat Lake Staff x5	\$ 15.00
Athletic Trainers	\$ 50.00
Performance Planner	\$ 15.00
Volunteer Coordinator	\$ 15.00
Activity Manager	\$ 15.00
Assistant Director of Campus Engagement	\$ 15.00 *
Assistant Director of Communications	\$ 15.00 *
Assistant Director of Media Production	\$ 15.00 *

#### Undergraduate Student Association Budget Adjustment

Account Number:	Account Description	Current Budget Amount	Adjustment Amount	Adjusted Budget	
002-1501-4459	SEDS grant IREC 2022 - CNC	11,864.75	(4,000.00)	7,864.75	Readjust SEDS grant to capital equipment
002-1100-2101	Capital Equipment	75,531.26	4,000.00	79,531.26	Readjust SEDS grant to capital equipment
002-1100-4106	Accounting Fees	2,200.00	(2,000.00)	200.00	Transfer fund from accouting fee line to E-activities & event
002-1501-4118	<b>Engineering Activities &amp; Event</b>	21,000.00	2,000.00	23,000.00	Transfer fund from accouting fee line to E-activities & event
				-	

Treasurer:		Name (please print)	Austin Wolfgang
	Signature		Date
Officer:		Name (please print)	Nicholas Singh
	Signature		Date
Campus designee:		Name (please print)	
	Signature		Date

#### **Derecognition of Permanent Clubs**

Each of the Clubs listed below is hereby derecognized due to committing the following violations of University at Buffalo Student Association Inc. ("SA") rules throughout the Fall 2021 semester: (a) not having Officers as required under SA rules, (b) not completing required Club Officer Update Form, (c) failure to attend required clubs orientation, (d) not maintaining an active membership of at least 10 undergraduate students, and (e) failure to complete club registration requirements pursuant to University at Buffalo rules.

Arts and Crafts Japanese SA **UB** Poets Polish SA Thai SA PODER Latinos Unidos **College Republicans** Sci-Fi and Fantasy Club United Nations SA Dancesport Pro DJs Smash Club Swing Dance Pharmacology and Toxicology Club SAACS Breakdance Club Culinary Club