



## ASUNM BUDGET HEARING MINUTES

2/13/2021

Zoom: <https://unm.zoom.us/j/98867805681>

1. Opening
  - a. Call to order
    - i. Chair Polsin: I call this meeting to order at 8:39 AM
    - ii. Chair Polsin: MOTION to move out Parliamentary Procedure
      1. MOTION is seconded and passed
    - iii. Chair Polsin: MOTION to move back into Parliamentary Procedure
      1. MOTION is seconded and passed
  - b. Roll Call
    - i. All six Senators are present
  - c. Approval of Agenda
    - i. MOTION to approve the agenda
      1. MOTION is seconded and passed
2. Preliminary Business
  - a. Finance Chair
  - b. Public Comment
  - c. ASUNM Senators
3. New Business
  - a. Budget Hearings
    - i. Asian American Student Association
      1. MOTION to open Asian American Student Association
        - a. MOTION is seconded and passed
      2. Sponsorship:
        - a. We are requesting a budget for the 2020-2021 school year and we are essentially requesting the exact same budget aside from the line items you cut from last year. We would hope that this semester is going to proceed the exact same way or would proceed in person hoping all goes well. This year it was difficult to figure out how to use some of the money that you all provided us last year. There is a couple of small changes that we made to the budget.
        - b. The first two-line items 11 and 12, facility rental...I don't have the quote because this is from last budget, but I think they were planning on having their Cultural Showcase in the Bosque School Theatre. That is how that unit cost

came to be for the rental fees and security deposit and insurance. Advertising, printing flyers for events, and other social media adds. Sticker paper is pretty self-explanatory, printer paper for events and registration are pretty self-explanatory. Custom t-shirts for the executive board...I put this as a budget item because I remember last year when we did budgets Joanna from SGAO told us that the Finance Committee doesn't fund t-shirts unless they have a practical use, like a t-shirt to identify people in your group at a conference. The t-shirts are just for executive board members and they usually serve as mentors. Having the t-shirts would make it easier when they meet to identify who that person is. Utilities just goes to our Cultural Showcase. Props and decorations are for that as well. Art supplies on 21...this past year we've had virtual events and some of our members wouldn't have money to get art supplies for them. We put this as yearly expense so we can keep having those virtual events. Line item 22, postage, this year we started our pen pal program. We put that in our budget because it was super successful, and we wanted to continue that throughout the years. Honorarium...we usually want them to be guest speakers at our general board meetings. The refreshment and foods for executive board meetings, I think that 800 dollars comes from our 11 members and if we gave them a 20-dollar limit at a restaurant with a 5-dollar tip, we could have one executive lunch at the beginning of fall, spring, and one around May. Line item 25, for the game night then that is an expense. This would be a budget item because as a yearly expense this line item is going to stay there for a couple of years so we can use the money to build up a collection for the games. For professional services I had this really cool idea for a social media thing to mirror "Sneaker Shopping" on YouTube. I was going to hire a videographer to film us "Snack Shopping" and getting cultural food that represents us. That's pretty much it.

3. Questions:

- a. Vice Chair May: Which things would be more important things to fund since we do have a cap of 400-dollars for food?
  - i. The things that would be most important are game night, pen pal programs, and facility rental. I want to get the t-shirts funded definitely just for the distinguishing factor of meeting in person, and the

video photographer/editor I think are really important to fund.

- ii. I would like to say that the executive board lunches aren't as important as the food for the events. If you have to cut food for the executive board lunches that is completely understandable.
  - b. Vice Chair May: Sorry I should've clarified it is 200-dollars for a meeting and then 200-dollars for an event. So the events are your priority correct?
    - i. Yes.
  - c. Chair Polsin: For the games, what kind of games are you thinking of getting?
    - i. Asian related games. Starting off with the Mahjong set and then like Chinese Checkers.
  - d. Senator Zhao: Where will you be storing everything?
    - i. We had an office last academic year, so hopefully we will be able to get an office this upcoming year.
- 4. Discussion (2/13):
  - a. MOTION to table Asian American Student Association
    - i. MOTION is seconded and passed
- ii. Hanging of the Greens
  - 1. MOTION to open Hanging of the greens
    - a. MOTION is seconded and passed
  - 2. Sponsorship:
    - a. I am here on behalf of Hanging of the Greens. It is one of the oldest traditions here at UNM. We have some student organizations that help take part in it, and then we have the Office of the Secretary and Alumni Relations that help put it all together. Overall it costs ten thousand dollars to put on. It's organized by Motor Board, but it's its own entity. We have luminarias that are brown paper bags with sand and a candle. You put them all around campus and light them up. It is pretty cool, and you get to walk around campus and look at them. There is thirteen-thousand bags total and we put them all across campus and there is usually 25 student organizations. A lot of student organizations participate in it and make their own and place them in their organization's logo or in a pattern. The funding we are requesting is to subsidize the costs of putting on this event. How it works is the student organizations sign up, we give them a map, they get the materials from us, and then they have to go and decorate. It is usually like a fifty-dollar application fee. Crowd control, security, and parking also goes into it. We also have entertainment, like carolers. We

usually get the acapella group to come sing. The paper bags and candles for the luminarias total cost is more than 500, but the items are less. It is really just the quantity. It's actually not just one thing of 3,000-dollars, that's why I didn't bring a quote. Then we have the lighters. We get a pack of lighters to light the candles before the event. Lastly, we are requesting the wreath for the President's house. The past couple years we pay a student to make it and pay them with a scholarship. It is a token of appreciation for the work that is put into making the wreath.

3. Questions:

a. Senator Munson: You said that the student organizations pay an application fee. How many luminarias do they receive?

i. Anywhere between 75-200 luminarias.

b. Senator Munson: Do you charge more for the larger spaces?

i. The smaller spaces are usually 50 and the larger spaces are usually 70.

c. Senator Zhao: You mentioned that the total cost for the event is 10,000 and you are requesting 4,000. Do you have other funding aside from ASUNM?

i. That is usually paid for by the Alumni Relations or the Office of the Secretary.

d. Chair Polsin: How many students orgs typically participate?

i. We usually have between 20 and 25.

4. Discussion (2/13):

a. Senator Munson: Line item 11 doesn't include any refreshments, right?

i. Chair Polsin: Yes.

b. Vice Chair May: I think this is a really great event and I think we should fund it.

c. MOTION to table Hanging of the Greens

i. MOTION is seconded and passed

iii. ASUNM Arts and Crafts Studio

1. MOTION to open ASUNM Arts and Crafts Studio

a. MOTION is seconded and passed

2. Sponsorship:

a. The craft studio is a membership-based space. If you purchase a membership you have access to everything in the studio for the semester. You don't have to have any experience to work in the studio, we will show you from start to finish. What we offer is very unique. It is not very

accessible for students to have these materials, and we offer all of that at a low price. It is 12 dollars for the semester to become a member. COVID really hit us hard because we were mostly in person. We are only allowed five people in the studio at a time, so we have two staff members and then three spots for people to sing up for. I did want to point out that the budget that we are requesting is simply so we can operate. Some of the line items are us remaining optimistic that things will get back to normal.

- b. These are our salaries. We are requesting for the two ceramic technicians. We only have one and we need the second one because it is a lot of physical labor. Next, this is all of our general operating supplies. We recognize with COVID we are using less supplies. We cut 675-dollars from the clay, 450-dollars from the glaze, and 150 from the jewelry supplies. This is our bare minimum of what we need. The equipment maintenance, I know it looks like a lot, but we have a lot of heavy machinery. If one of those goes down, it is really hard to function. We do have an estimate for a repair for one of our kiln which is over 500-dollars. The workshops, we like to put together kits and offer them for free for students so that funding helps with that. Next, we have the office supplies, we cut that stuff down too. The Adobe illustrator software is important to us because we make most of our own advertisements and posters. The postage is important for the craft fair specifically to send out letters and parking passes. The telephone is important because there is not service in the basement. It is important for safety too. This is for our mosaic project which we do every spring. The budget here is for all of the materials we need start to finish. The installation fee is important because not everyone knows how to install a mosaic. Refreshments...we are hoping that we will be able to do little gatherings and I know that UNM catering will be doing individual packaged stuff. The student scholarship helps bring in students to apply to design a piece for the mosaic. Lastly, this is all for the Craft Fair. The ballrooms, security, food, etc. Parking permits for the vendors is important because they are there for three days in a row. There is advertising and then the live entertainment, there is always a student. We like to pay students a little for their work.
- c. We do bring in 7,000-dollars for all the booth fees to pay for the fair. That is subtracted from the amount.

3. Questions:

- a. Senator Salazar: How much do you charge for membership?
  - i. For students it is 12-dollars, for staff and alumni its 20-dollars, and community members it is 20-dollars, and their children were 8. We usually have like a half-off deal for the first two weeks for the semester. During COVID times we do extend the offer.
- b. Senator Carrillo: I saw for your salary budget it is 20 hours per week per employee. Is everyone working 20 hours now or is that for when COVID ends?
  - i. Before COVID it was about 20 hours and now it is about 14/15 hours a week. Those hours only include in person things not virtual events:
- c. Vice Chair May: Don't student, like if they sign in with their student e-mails get free access to online photoshop? Could you guys use it through that, or do you have to buy your own subscription?
  - i. I don't know just because the Think Art e-mail isn't a student one. The staff is always fluctuating so it wouldn't make sense for one of us to log in.
- d. Senator Le: You said you have quotes for certain line items. What quotes do you have?
  - i. I have some invoices for some past events, like from the alibi and the booth and rentals. I have some invoices for the repairs for the kiln that will need to be done this summer. I can show you how much that will cost. I can also send these to you all.

4. Discussion (2/13):

- a. MOTION to table ASUNM Arts and Crafts Studio
  - i. MOTION is seconded and passed

iv. ASUNM Community Experience

- 1. MOTION to open ASUNM Community Experience
  - a. MOTION is seconded and passed
- 2. Sponsorship:
  - a. I know all of you are familiar with us, we are the student agency that runs all of the volunteer and community service outreaches for our student organizations. So, first we have all of our salaries. These are all relatively essential for the functioning of our agency. We didn't have a Marketing Director this year because I had previous marketing training, but without the training it can be difficult to navigate some of the social media outreach strategies. That position we are hoping to bring back. We have Spring

Storm and Fall Frenzy which are our two biggest events. For Spring Storm we help serve other organizations. For this we have snacks as well as lunch, which serves as an incentive for volunteers to sign up. The supplies that we have are plates, wristbands, gloves, etc. These are all very important because we need to differentiate ourselves and posters and things for people to know where to go. Gloves for safety, so it is pretty essential. Promotional materials is also important because Spring Storm doesn't take place on campus, so it is a bit harder to get students involved. As for Fall Frenzy, that is to clean up the campus. Breakfast and lunch also gives an incentive for this event. Planting projects is our most expensive but important parts. One tree can cost over 500-dollars and I think the tree planting events are some of the best ones we have. Supplies, same goes for Spring Storm, they are important for safety and differentiation. Water and snacks are important because it gets a little toasty. On our third page we have our stipend position. We had gotten rid of one of our positions and kept our Volunteer Coordinator because this position really interacts with the students a lot more. For our toy drive we usually have a big tree put up in the SUB and people can take ornaments off of it and buy a gift for a child. The Love Yourself events we have done in the past and we create little self-care stuff. That I feel is very important. Our outreach is important because we use this to reach out to other student entities. For the Blood Drive, we hold one each semester. All we really need for this are the decorations and printing. Advertising, usually we do posts on Facebook and Instagram. Refreshments and food, this is more of an incentive as well for meetings to get students in the door. Printing supplies are important because hopefully we can hang up flyers in the SUB when everything opens back up. Finally, we have our office supplies that help us keep everything running. I understand you all have to make cuts, but we kept our budget pretty reasonable. If cuts do need to be made, my personal recommendation would be, we could make it if you cut a little bit of refreshments and food, as well as advertising.

3. Questions:

- a. Senator Le: What are you all planning for Spring Storm?
  - i. We are planning on having an in-person event and a virtual auction. We are hoping to do it just as usual. Since usually we send out our students in

smaller groups, we think we can do it in a responsible way. I know that many of the organizations that we work with are accepting volunteers in small groups since Albuquerque moved to yellow. We are also hoping to run a meeting at the same time so students can see what they can do from home.

4. Discussion (2/13):
  - a. MOTION to reduce line item 13 to \$3360
    - i. MOTION is seconded and passed
  - b. MOTION to reduce line item 15 to \$250
    - i. MOTION is seconded and passed
  - c. MOTION to reduce line items 16 and 25 to \$0
    - i. MOTION is seconded and passed
  - d. MOTION to reduce line item 21 to \$100
    - i. MOTION is seconded and passed
  - e. MOTION to reduce line items 13, 14, and 16 to \$0
    - i. MOTION is seconded and passed
  - f. MOTION to table at \$27,021
    - i. MOTION is seconded and passed
- v. ASUNM Southwest Film Center
  1. MOTION to open ASUNM Southwest Film Center
    - a. MOTION is seconded and passed
  2. Sponsorship:
    - a. We are really dedicated to bringing a cinematic experience to the students at UNM and creating and fostering a place for people who are interested in film. We are also open to the community. Starting with the budget sheet one with salaries. That is our staff. Our Executive Director is budgeted for 40 weeks because they do a lot of work before the semester begins. We also have the Assistant Director and if we are to go in person, we need the theater staff. We have two concessionists listed who will be there to take tickets and sell food. On budget sheet two we have our film rentals. We are budgeting for twenty-six weeks of showings which allows us to have a pretty full semester. We have it budgeted for 600 which is the average cost for obtaining the rights for each film. As well as our key fee for the DCPs. We have our facility rental. We use the SUB theater, so we do have to pay them to use the space. We usually have three nights that we screen our films. For copying services and advertising, those are kind of methods we use to get our events posted and out there. For equipment maintenance, we need one-year remote

management for our DCP player. We just had new projection equipment that was put in with the help of Student Affairs which cost about 10,000 dollars. This budget ensures that we have somebody there to keep up on that maintenance of our projection equipment, so we don't have to find more money for new equipment. On budget sheet three, if we do have our concession stand open, we do have to buy supplies to be able to start the semester. We budgeted for the starting size that we normally would. Then there is general office supplies so we can have that on hand. For refreshments and food...at our Cherry Reel Festival that we hold every year we usually have judges come together, and we try to feed them when they are there. In terms of telephones, we have three lines we need for safety reasons. In the theater service is spotty, so we need it for safety. The voicemail, we contact a lot of distributors and they will leave voicemails. Printer supplies we will need as well. In terms of educational and instructional materials on budget sheet four, we ask for a one-year subscription to IMDb Pro. This allows us to see the distributors and production company that worked on the movie, which is important to get rights. As far as co-sponsorships, we really like to work with other student organizations and agencies. For professional services, we would like to bring in more speakers and workshops for students. Cherry Reel Festival is our biggest event in the Fall, and it is really important to our agency. When we have our festival, we usually print out programs, and then we give out prizes to winners. We expanded our festival from a one-day thing to a three-day thing. There is also an award plaque for second and third choice. We also have our Chair stipend. They are responsible for helping plan the festival, so there is a lot that goes into it. That is our budget.

3. Questions:

- a. Senator Salazar: I saw that you were having showings. How many ticket sales were you getting last semester?
  - i. Because it is not in person all of our screenings have been completely free. It really varies. I think we have had around 20-30 students attending.
- b. Vice Chair May: Do you have quotes for the equipment repairs and professional services?
  - i. For the equipment maintenance I don't have the quote on hand. But for the management, 500 is

what you need to pay to have the remote service. The 1,000 is for bulbs and stuff for the projector. Our accountant retired, so we would have to look for those, and if you need them, we can submit them.

- c. Chair Polsin: On the salary page detail sheet 1, is there a reason you need two concessionists?
  - i. We need two, because one needs to man the ticket booth and then one for the concessions. Also, if someone is sick, we have an additional person to cover them. Another reason is for safety, so they aren't in the booth alone.
- d. Senator Munson: Is the Head Projectionist the same as the Theater Manager?
  - i. Because we are kind of combining those roles, the Theater Manager is responsible for overseeing the theater, but they are also taking on the Head Projectionist role during our showings, using that equipment and projecting the movies onto the screen.

4. Discussion (2/13):

- a. MOTION to table ASUNM Southwest Film Center
  - i. MOTION is seconded and passed
- b. MOTION to reduce line item 16 to \$0
  - i. MOTION is seconded and passed
- c. MOTION to reduce line item 14 to \$115
  - i. MOTION is seconded and passed
- d. MOTION to reduce line item 12 to \$260
  - i. MOTION is seconded and passed
- e. MOTION to reduce line item 11 to read \$500
  - i. MOTION is seconded and passed
- f. MOTION to reduce line item 13 to \$90
  - i. MOTION is seconded and passed
- g. MOTION to reduce line items 13, 14, and 15 to \$5040
  - i. MOTION is seconded and passed
- h. MOTION to reduce line item 21 to \$0
  - i. MOTION is seconded and passed
- i. MOTION to reduce line items 14 and 15 to \$2400
  - i. MOTION is seconded
  - ii. Discussion
    - 1. Friendly Amendment: change to read \$2268
  - iii. MOTION is passed
- j. MOTION to reduce item 13 to \$5040
  - i. MOTION is seconded and passed

- k. MOTION to reduce line item 24 to \$100
  - i. MOTION is seconded and passed
- l. MOTION to reduce line item 19 to \$0
  - i. MOTION is seconded and passed
- m. MOTION reduce line item 12 to \$0
  - i. MOTION is seconded and passed
- n. MOTION to reduce line item 19 to \$50
  - i. MOTION is seconded and passed
- o. MOTION to reduce line items 23 and 24 to \$0
  - i. MOTION is seconded and passed
- p. MOTION to reduce line item 13 to \$0
  - i. MOTION is seconded and passed
- q. MOTION to reduce line items 15 and 16 to \$0
  - i. MOTION is seconded and passed
- r. MOTION to reduce line item 21 to \$200
  - i. MOTION is seconded and passed
- s. MOTION to increase line item 12 to \$5167
  - i. MOTION is seconded and passed
- t. MOTION to reduce line item 19 to \$200
  - i. MOTION is seconded and failed
- u. MOTION to reduce line item 21 to \$200
  - i. MOTION is seconded and passed
- v. MOTION to reduce line item 20 to \$150
  - i. MOTION is seconded and passed
- w. MOTION to reduce line item 11 to \$12000
  - i. MOTION is seconded and passed
- x. MOTION to reduce line item 16 to \$2175
  - i. MOTION is seconded and passed
- y. MOTION to reduce line item 21 to \$19
  - i. MOTION is seconded and passed
- z. MOTION to reduce line item 19 to \$540
  - i. MOTION is seconded and passed
- aa. MOTION to table at \$42142
  - i. MOTION is seconded and passed
- bb. MOTION to recess until 10:30 AM
  - i. MOTION is seconded and passed
- cc. Senator Polsin: I call this meeting back at 10:30 AM
  - i. MOTION is seconded and passed
- vi. ASUNM Administrative Account
  - 1. MOTION to open ASUNM Administrative Account
    - a. MOTION is seconded and passed
  - 2. Sponsorship:
    - a. The ASUNM Admin Account is to support the entire ASUNM office. It is there to support all of the agencies, the

office of the president and vice president, and Senate as well. The first line item is the Administrative Assistant's salary, and we got this number from the Accounting Office. Next is the cost to lease the printer. We are in a five-year lease with the main printer in the office. This is more so for the day to day functioning of the office. The next line is office supplies for 400-dollars. This includes a bunch of stuff, but mostly paper. Copy paper cases each cost 40-dollars and we have cardstock and different colored paper. We also have engraved plaques for the office. On budget sheet three, copying services includes a bunch of different things like business cards and ASUNM letter heads, as well as brochures and thank you cards. The next line is general operating and supply costs. The Admin account pays for all of the supplies in the conference room. We have paper, towels, napkins, plates, spoons, etc. This is open for anyone that is an ASUNM official. The next one is a cartage for the printer. We expect to use 4 a year and they cost about 100-dollars each. The last line item is for the phone line. We have the main office phone line to schedule interviews. We also need the voicemail attached to that just because students leave voicemails outside of business hours and it is important to have. Long distance as well, because students don't always have the 505 or 575 number. I believe that covers the whole budget.

### 3. Questions

- a. Chair Polsin: How many business cards does each person get, and which offices get the business cards?
  - i. It is not set, it just depends on who need it. I think I got 200 business cards, and the vice president got the same. It is kind of fluid and it is not a set number.
  - ii. The vice president's office doesn't get the business through this account we get it through our budget.
- b. Chair Polsin: Do you know what year of the lease we are in for the printer?
  - i. It is probably year 2 or 3 I am not sure.
  - ii. It was submitted in 2018, so next year would be the fourth year. This year is the third.

### 4. Discussion (2/13):

- a. MOTION to reduce line item 11 by \$2000
  - i. MOTION is seconded and passed
- b. MOTION to reduce line item 11 to \$300
  - i. MOTION is seconded and passed

- c. MOTION to reduce line item 16 to \$50
    - i. MOTION is seconded and passed
  - d. MOTION to reduce line item 21 to \$200
    - i. MOTION is seconded and passed
  - e. MOTION to table at \$58328
    - i. MOTION is seconded and passed
- vii. ASUNM General Government
- 1. MOTION to open ASUNM General Government
    - a. MOTION is seconded and passed
  - 2. Sponsorship:
    - a. The first thing I want to cover with you all is the salaries. Salaries are probably one of the most important parts of our budget as a whole. The president's salary is a 1,000-dollar stipend. Obviously, the president puts in a lot more work than this. This stipend is crucial because they still have to make a living. Chief of Staff and the DOC get paid for 46 weeks, is what we are asking for. Ideally, we want them to start working a couple weeks after the president is inaugurated. DOC and Chief of Staff work through the summer to do hiring and to set up marketing initiatives. The same thing goes for the DCOS and the DDOC. On the next sheet is the stipends for the Attorney General, Speaker of Joint Counsel, Boards and Committees Commissioner, and DEI. It is crucial that the Attorney General gets paid they do a lot of work throughout the year. Joint Counsel was expanded this year, there is actually fifteen recurring members that come back now, and the Speaker of Joint Council is a crucial part of that. Boards and Committees Commissioner, this is a crucial role as well, they do a lot of work. Lastly, the DEI...this is the first year that we are asking for a stipend. This is a position that was created last May. This is a position that we would like to see funded and hope that it will grow even more. Telephone lines, this is crucial. The ASUNM President talks to a lot of various campus partners, even different student governments across the nation. This is important that they do have a telephone line. For the tuition, we wanted to put the tuition rate to the current one at the university. This is crucial in the package that the president gets, they do a lot of work, so having their tuition covered is a great way to help them out. Refreshments and food, this is for in person student forums and monthly initiatives. Moving on to the next sheet, business cards here was a little bit of an error. It is technically a

combination of a fund because we don't know how much we are going to use or who we are going to use it for. We did not realize that we were asking for it in the other budget as well. It's kind of a fluid fund as President Amin explained. For advertising, we are boosting our posts, so we use that to help with our advertising campaigns online. The monthly initiatives for the office of the president, typically it is like a month that we take a closer look at an area on campus. This is something that we hope will continue for months to come. The last one is the cleaning supplies which has become really crucial this year. As you can imagine, we run through that stuff pretty quickly.

3. Questions:

- a. Senator Carrillo: You said you requested the DEI for the first time this semester. Where was it allocated before?
  - i. It was asked for in the Balance Forwards because the budget was already submitted before the position was made.
- b. Senator Munson: Did you have a DDOC last semester?
  - i. Yes, we have a DDOC now. It is a stipend position, and we want to move it to a salary position. It puts more strain on the DOC and inhibits sometimes if something needs to get done quickly.
  - ii. Last year it was changed to a stipend position, in previous years it was a salary position. This year we saw how things worked with that role being a stipend and it does put a lot on the DOC.
- c. Senator Munson: How much was the other stipend position?
  - i. During the budget process I believe it passed at like 150-dollars for two semesters and then in Balance Forwards we asked it to be raised to 250-dollars, which I believe was passed. The DDOC now gets 250-dollars per semester if I am not mistaken.
  - ii. Point of clarification: DDOC got 250-dollars in the budget process which got increased to 500-dollars per semester in the Balance Forward process.
- d. Vice Chair May: Are agencies allowed to request mor for the Standing Rules on food or is it still capped at 400?
  - i. For agencies and ASUNM Government, because they reach basically the entire undergraduate population, they are allowed to ask and receive more funding typically for food. We still try to keep it a little bit more consistent.

- ii. You guys choose to suspend Standing Rules for any budget. They are guidelines that are fairly strict, but if you see a group that's whole purpose is providing food, you can vote to suspend your Standing Rules for that budget.
  - e. Chair Polsin: On the detail sheet three, what brochures are those? Are those for the same brochures in the Admin Account?
    - i. Yes, so those are also a copy over from the Admin Account. Like I had mentioned the big thing from that was cleaning supplies.
    - ii. Usually the brochures cost about 1,000-dollars so a portion of that comes from the Admin Account and then a portion comes from the General Government. It is split between the two.
- 4. Discussion (2/13):
  - a. MOTION to table ASUNM General Government
    - i. MOTION is seconded and passed
  - b. MOTION to reopen
    - i. MOTION is seconded and passed
  - c. MOTION to have line items 18 and 20 read \$0
    - i. MOTION is seconded and passed
  - d. MOTION to reduce line item 16 to \$8360
    - i. MOTION is seconded and passed
  - e. MOTION to reduce line items 14, 15, and 16 to \$400
    - i. MOTION is seconded and passed
  - f. MOTION to add a line item with Deputy Chief of Staff with a total of \$600
    - i. MOTION is seconded and passed
  - g. MOTION to add a line item for Deputy Director of Communications with a total of \$600
    - i. MOTION is seconded and passed
  - h. MOTION to reduce line item 22 to \$500
    - i. MOTION is seconded and passed
  - i. MOTION to reduce line item 12 to read \$100
    - i. MOTION is seconded and passed
  - j. MOTION to reduce line item 15 to \$150
    - i. MOTION is seconded and passed
  - k. MOTION to reduce line item 17 to \$0
    - i. MOTION is seconded and passed
  - l. MOTION to reduce line item 19 to \$200
    - i. MOTION is seconded and passed
  - m. MOTION to table at \$24,184
    - i. MOTION is seconded and passed

- viii.           viii.ASUNM Senate
1. MOTION to open ASUNM Senate
    - a. MOTION is seconded and passed
  2. Sponsorship:
    - a. I am going to start with the salaries. We don't have that many salaries to request, it is for my two senate aides. They work a lot and I have increased their hourly rate, but their weeks are the same as previous years. Here is also the vice president stipend that they get every month, which I think is pretty reasonable. Another important thing in our budget is the tuition. Right now the current rate is 4,431 per semester and that is for two semesters. Then there is office supplies, we have to have a record of everything. All of the pieces of legislation need to be accounted for in our office. We need paper, binders, labels, and more for all of that. For refreshments and food, it is for special meetings and Senate events. Copying services, the vice president's office is the one that uses the copying services the most. We have 2,000-dollars for events, usually O&A hosts one big event per semester and this semester we haven't used this money, but usually we are encouraged to do so. Next, is the telephone lines. The office of the vice president has one phone and per university policy, one phone for 12 months is 70-dollars. Then we have long distance calling, to be honest I haven't used this this semester, but I know in case we ever need it, it will be there. Then postage, this is for stamps to send of pieces of legislation. A lot of the legislation that you all have passed need to be sent to government officials. I know you all usually cut this line item, but just keep that in consideration. Advertising, Daily Lobo ads, Finance ads, and outreach events. This got cut last semester too, but it is 500 total. Only advertising for this first round of scholarships in the Daily Lobo cost 230-dollars and that is the cheapest way of advertising. We still haven't advertised for the Emergency Scholarship for the second round. I really recommend that you do not cut this advertising budget. We also have a budget for S&R and Finance to hold an event. It is there in case they need it. We have two scholarships, the Advocacy Scholarship that is 4,000 per year and the Emergency Scholarship that is 5,000 per year. This is a new scholarship, so this is the first time we are requesting it. Then there is the stipends, as you know the Finance Chair works very hard, so we ask for an extra fund for the Finance Chair. We add that to the

Senate stipend. Then the Senate account is also in charge of buying the blue books which are available to students. I know that you all have to make cuts, so if you do I think it would be appropriate to make some cuts to the copying services, also office supplies, and O&A events. But with that one, only a little bit.

3. Questions:

- a. Senator Carrillo: For the Finance Chair stipend, is that new or has that existed in the budget in previous years?
  - i. That has existed in the budget in previous years.
- b. Senator Munson: What events would S&R and Finance put on?
  - i. It just depends on the Chairs of each semester.
- c. Senator Zhao: Since the Daily Lobo stopped physical printing is the ad cost the same?
  - i. They haven't completely stopped physical printing, and they haven't changed their prices.
- d. Chair Polsin: Where does the funding for the food for the Budget Hearings come from? Is that from the other events?
  - i. It depends, when you request the IR, you can choose which one you want to take it off of.

4. Discussion (2/13):

- a. Senator Polsin: I think we should look at cutting the long-distance calls. I think last year the vice president only had to make one long distance call.
  - i. Ryan Lindquist: It can be nice to have that option, so they don't have to use their private phone.
- b. Senator Polsin: I was looking to see for them to only have one or two lines that can make those long-distance calls if they aren't being made that often.
  - i. Senator Salazar: I would agree with that, I think we should look into that.
  - ii. Ryan Lindquist: Just so you guys know it is not the phone that gets access to long distance it is just a code that can be used on any of the phones in the office. The same code can be used on different lines. If you guys would want to do one charge for the long-distance calls for the office, you could do that. I'm not completely sure how the phones were set up.
  - iii. Senator Polsin: I think that is something we should look at. To just have one long-distance phone in the office.

- c. MOTION to reduce line item 17 to \$50
    - i. MOTION is seconded and passed
  - d. MOTION to reduce line item 19 to \$1000
    - i. MOTION is seconded and passed
  - e. MOTION to reduce line item 23 to \$0
    - i. MOTION is seconded and passed
  - f. MOTION to reduce line item 12 to \$480
    - i. MOTION is seconded and passed
  - g. MOTION to reduce line item 14 to \$200
    - i. MOTION is seconded and passed
  - h. MOTION to reduce line item 20 to \$100
    - i. MOTION is seconded and passed
  - i. MOTION to table at \$4619
    - i. MOTION is seconded and passed
- ix. ASUNM Jennie Marie Ames Memorial Scholarship
- 1. MOTION to open ASUNM Jennie Marie Ames Memorial Scholarship
    - a. MOTION is seconded and passed
  - 2. Sponsorship:
    - a. I oversee all of the scholarships and plan the process. I make sure that all of the applications are available, and that people are meeting the deadlines. The Jennie Marie Ames Memorial Scholarship has been here since 1996 and it was established in memorial of Jennie Marie Ames who was a part of the Student Court. This scholarship is very close to ASUNM's heart. This is a pretty simple budget, we are requesting 6,000 dollars for this scholarship because ASUNM provides three scholarships per semester.
  - 3. Questions:
    - a. Senator Munson: How many people applied for the scholarship this semester?
      - i. I am not allowed to see the applications until everything is done just to be more impartial. I don't know how many people applied this semester, but last semester I want to say we got nine applications.
    - b. Senator Salazar: How do you choose who gets the scholarship?
      - i. It is a service scholarship, so we see what people have done in the ASUNM community and community in general.
  - 4. Discussion (2/13):

- a. Chair Polsin: You can't cut this because it is in the Lawbook. This scholarship has its own separate budget and doesn't go into the ASUNM account.
  - b. MOTION to reduce line item 12 to \$3740
    - i. MOTION is seconded and passed
  - c. MOTION to reduce line item 11 to read \$1200
    - i. MOTION is seconded and passed
  - b. MOTION to reduce line item 13 to \$500
    - i. MOTION is seconded and passed
  - c. MOTION to reduce line item 19 to \$700
    - i. MOTION is seconded and passed
  - d. MOTION to reduce line item 23 to \$100
    - i. MOTION is seconded and passed
  - e. MOTION to table at \$6885
    - i. MOTION is seconded and passed
- x. ASUNM Student Court
- 1. MOTION to open ASUNM Student Court
    - a. MOTION is seconded and passed
  - 2. Sponsorship:
    - a. My budget is pretty clear cut this semester. It is myself as well as four other Associate Justices, and we also have a Court Clerk every semester. We all hold two office hours a week as well as meetings. Student Court is there to handle any kind of disputes that don't need to go to the Dean of Students. We are there to act a separate party between the students and ASUNM in general. ASUNM Student Court has not filed a budget since Spring 2019. Last semester we received funding through Balance Forwards, and we were fully funded for our salaries. None of us get actual salaries they are stipends. We are just asking for the maximum amount which is the 500-dollars. This will be for the Chief Justice Stipend which is 250 a semester. The stipend pays for all of my office hours I do, mock trials, and meetings. Since we did not participate in past years for the budget process, I knew it would be a far reach to request more.
  - 3. Questions:
    - a. Senator Munson: Did you cut the stipend positions for the Associate Justices?
      - i. There is no way to fund those at the moment because of Finance rules.
    - b. Senator Munson: How much were the stipends in the past?

- i. Chief Justice gets 250 per semester, each Associate Justice gets 150 a semester, and then the Clerk gets 100 each semester.
  - c. Vice Chair May: How many trials do you have generally per semester?
    - i. It depends on the number of complaints that we get. Last semester we didn't get any complaints. It is by chance and by choice.
- 4. Discussion (2/13):
  - a. Chair Polsin: I personally don't think this is a budget we should be cutting.
  - b. Senator Salazar: I don't think we should cut this one either. If at the end of this process we find more money, I say that we should see about giving them more.
  - c. MOTION to table ASUNM Student Court
    - i. MOTION is seconded and passed
- xi. ASUNM Elections Commission
  - 1. MOTION to open ASUNM Elections Commission
    - a. MOTION is seconded and passed
  - 2. Sponsorship:
    - a. My budget is not very big. Elections is one of the smaller ASUNM student agencies. Elections Commission only has one hourly position which is for Executive Director. When you compare this to other ASUNM agencies they have a lot more hourly positions. There is a lot of money that other agencies are getting that Elections Commission is missing out on, I feel like. That is why I changed the hours for the Executive Director to 12 hours. We don't have other directors, so I believe 12 hours a week is much more fitting than the 10 hours a week they are getting now. That person ends up filling the roles that the Executive Director of many other agencies does not have to fill. Moving on to detail sheet two, stipends are for our six Election Commissioners. Right now it is at six, I know there was legislation that went through to limit this number to three. We could completely do with four Election Commissioners, please do not cut it to less than four. The Election Commissioners are going to be really important for the three major elections that we have. Going on to the Assistant Director of the Elections Commission, it is one stipend for two semesters at 300-dollars. They deal with the personnel, I deal with more of the operations. That used to be a salary position, but it was downgraded to a stipend position with shortfalls last year. I think we can

keep that as a stipend position with the current situation we are in. We also have poll workers, these are used to help run the polls. I am really requesting that that stays there. People are the most valuable things that we have, so cut from other areas if you have to but really if you guys can avoid it, please don't cut from the people. Moving on to copying services, I'm not going to lie to you, I've never used copying services. In the future it would be nice to print out flyers and put them on campus. I wouldn't mind this being cut as long as we keep advertising at a pretty good amount. We could use this to print out ads that we can post. I really think that that should be cut to no less than 700-dollars. To help ASUNM's relationship with the Daily Lobo, we have been taking out ads with them. The advertising budget is a big part of what we do. Office supplies and refreshments, we are good with office supplies, we can take from there if need be. For the candidate forum, I have never put one on because of everything going on. I think we can do without that, but it is a nice thing for the candidates if you guys can do that, but it is lower priority.

3. Questions:

- a. Chair Polsin: Was the Executive Director previously paid through a stipend?
  - i. No it was paid through a salary.
- b. Chair Polsin: Do you think that 12 hours is a good amount for the Executive Director Position?
  - i. I think it should be more than 12 hours a week. The directors of other agencies typically get 20 hours a week. During election seasons, I get really busy, and when it is not, we are still working on other things. I understand the position you are in, that is why I firmly believe that 12 hours is more agreeable than the 10 I have been working.

4. Discussion (2/13):

- a. MOTION to table ASUNM Elections Commission
  - i. MOTION is seconded and passed
- b. MOTION to recess until 1:20 PM
  - i. MOTION is seconded and passed
- c. Chair Polsin: I call this meeting back to order at 1:27 PM

xii. ASUNM Emerging Lobo Leaders

1. MOTION to open ASUNM Emerging Lobo Leaders
  - a. MOTION is seconded and passed
2. Sponsorship:

- a. We had 76 total applicants in the Fall, 30 this Spring. So that is 106 people total that have applied to enter the ELL program this year. Unfortunately we couldn't accept everybody. We went through the Fall semester with 50 students and then for this Spring we are sitting at 26. A lot of changes were made to the curriculum so it could fit an online format. Last semester we had 8 people run for a Senate position and many others applied for positions within agencies. It's been a successful year and it's really encouraging. Getting into the budget on the salaries page, there is the Executive Director and Assistant Director. The Executive Director works 20 hours a week for 36 weeks and the Assistant Director works 15 hours a week for 34 weeks. On budget detail sheet two there is office supplies. We usually request 400 for office supplies, but we've been using Google Classroom because of the online format. This cost would cover any supplies that we would need in the office. Next is refreshments and food. First, is for the graduation food and cost. This one is higher than the others because at times we can have anywhere from 100-120 people at that event. Then we have the class bonding event for lunch. This usually goes with our community service event but this semester we've taken a step back and use it to help support CE. Normally this lunch would go perfect with events like that and then paying for lunch for the students after. For the Spring Class Meet and Greet, that usually happens in the SUB and we have to go through the SUB Catering which can be expensive. That hits that 200-dollar mark each semester. Then we have our general operating, we have materials for graduation like t-shirts. In previous budgets t-shirts have never been detailed in the budget, but every single time we know they are purchased through the budget, so I didn't go around this what so ever. It's 18-dollar a person to get a basic t-shirt. We paid 923-dollars for the Fall class t-shirts. Then we have graduation room rentals, services, and supplies. This is all the cost that goes into renting a room like Hodgkin Hall. Some other materials for graduation gifts include some candy, certificates, lanyards, etc. We did 5-dollars a student and we usually have 100 students, so that is how we came up with 500. For professional services, this year we utilized a skills assessment that we asked our ELL students to complete. This assessment pairs perfectly with our meetings. The second one is a city

event for bonding. This is a great way for the staff and students to get to know one another. This cost would cover a venue for that bonding event. Moving on to the stipends, I wanted to make sure that this moved up to 500-dollars per semester. The amount of work that our Project Manager does is a lot. They usually work 4-4/12 hours a week so with the new stipend if it gets approved, that will be about 3 hours a week paid with the minimum wage. It makes it a little more reasonable than the 250 that it is currently. Lastly is advertising. With this year being virtual a lot of our advertising opportunities were kind of taken away, but in a normal year we can reach out with tabling and Daily Lobo advertisements. I wanted to emphasize that I would really like this to stay here.

3. Questions:

- a. Vice Chair May: I wanted to ask with the professional service and leadership development, how important is it to you guys to use the website? Have you thought of using different websites that are maybe free?
  - i. It doesn't have to be this particular assessment, but I don't really know of any free or cheaper options. What was really great about this skills assessment was that it gave a really well-rounded assessment and descriptions of the strengths of each student. That is why we really want to push that specific assessment.

4. Discussion (2/13):

- a. MOTION to increase line item 13 to \$5482
  - i. MOTION is seconded and passed
- b. MOTION to reduce line items 14, 15, 17, 19, and 21 to \$0
  - i. MOTION is seconded and passed
- c. MOTION to reduce line item 24 to \$100
  - i. MOTION is seconded and passed
- d. MOTION to reduce line item 26 to \$500
  - i. MOTION is seconded and passed
- e. MOTION to table at \$15732
  - i. MOTION is seconded and passed

xiii.

xiii.ASUNM Governmental Affairs

- 1. MOTION to open ASUNM Governmental Affairs
  - a. MOTION is seconded and passed
- 2. Sponsorship:
  - a. Right now Governmental Affairs is addressing a 10-million-dollar deficit with the Lottery Scholarship. There hasn't been any funding proposed by the Governor. We

help lobby on behalf of the students. I would also like to address the money that we did not use this year. Going into this we didn't know how to navigate COVID-19, so we didn't know if the legislative session was going to be held in person. Going into this budget we are trying to set up the next administration for success. The first thing we are going to talk about is the salaries. Currently we get paid to work for 32 weeks, and we would like to be paid for 34 weeks. The reason being, we stop getting paid right before winter break and that is when our most important work begins. This becomes a difficult time and fundamentally it is an issue. Next, we will move on to UNM Day. We requested 1,000-dollars based off of what was requested from a previous administration that worked that. This is Governmental Affairs' biggest event. We take students on the train up to Santa Fe to lobby the legislatures. This helps pay for setting meetings with legislatures. We have to go back and forth to Santa Fe to meet with legislatures, so this money isn't only for UNM Day because we do extra lobbying. Student outreach is very important especially if there is a larger showing. With the refreshments and food it is 800-dollars, and I recognize that is significantly than Governmental Affairs has requested in the past. That is because this year we have started a volunteer group. We are wanting to use this money for future administrations to make it more hands on and give them great training opportunities and food. I really think that this is an important aspect of our budget as well. With advertising, we didn't use this money this year, but I do feel that it is really important for next year. As I mentioned before the Governor does not have a plan for the Lottery Scholarship, so if we are unable to achieve our goals this year and it drops, we believe that there will need to be a significant marketing campaign to bring awareness. This budget is trying to be prepared for anything that can happen. With office supplies, I understand that you guys have limited resources this year, so if this is cut, I completely understand. I was trying to take in account what the administration might need next year in person. I will look to you guys on advisement on that, if you feel it's necessary. Having notebooks and business cards is really important to stay consistent and organized as well.

### 3. Questions:

- a. Senator Carrillo: What would you do with the advertising funding?
  - i. It is asking for future administration to have money for advertising. The advertising in that is to really emphasize accountability. If the Lottery Scholarship drops for students, it is something that needs to be front lines on people's timelines.

4. Discussion (2/13):

- a. MOTION to increase line item 12 to \$5482
  - i. MOTION is seconded and passed
- b. MOTION to reduce line item 11 to \$1500
  - i. MOTION is seconded and passed
- c. MOTION to reduce line item 20 to \$300
  - i. MOTION is seconded and passed
- d. MOTION to reduce line items 23 and 25 to %50
  - i. MOTION is seconded and passed
- e. MOTION to table at \$14998
  - i. MOTION is seconded and passed

xiv. ASUNM Lobo Spirit

- 1. MOTION to open ASUNM Lobo Spirit
  - a. MOTION is seconded and passed
- 2. Sponsorship:

- a. Jumping straight into the salaries, obviously we need an Executive Director, and the Assistant Director. The Marketing Director is also important for outreach to students. This year I was able to combine the positions due to Zoe being here because she has experience. In any other case scenario the Assistant Director would be far too busy. Next is our Red Rally budget which is our most important line item. During a regular year there is absolutely no room for cuts on this one. This budget goes to various permits, security, setting up the actual Aggie, things like that. I know you may have to cut my budget somewhere, I ask that you do not do it here. It is hard to make Red Rally happen if there are cuts. Moving straight into Homecoming, if you choose to make any cuts in my budget, I ask that you do it here. Our biggest events during this time are Silent Nights and Neon Skate Down. We usually spend 5-10 thousand. On Neon Skate Down we spend about 5,000-dollars. Should we get cut here I think we can focus on cutting out a little bit of the smaller carnivals and things like that. Next, is Lobo Day. U-Cam covers a large portion of the bill. Moving into our various events budget. The majority of this budget does go to

partnerships with Athletics to get events for tours of the Pit and stadium. We also do ring ceremonies for graduating seniors. We do anticipate there being a lot more people this next year, because people who have graduated virtually will be invited back to have their ring ceremony. Additionally we can make pep-rallies out of this for games, partnerships with other agencies, etc. The last one is our marketing budget for events. We have refreshments and food used to incentivize people to come to our meetings. Copying services are used for flyers. Advertising is used for Red Rally and stuff like that. Going into our stipend positions...those are the Events Director and Volunteer Coordinator. Both of those are important stipends. The Events Director works directly with Athletics to work on school spirit, and the Volunteer Coordinator is very important because stuff like Red Rally is run with the help of volunteers. Then there is office supplies.

3. Questions:

- a. Senator Carrillo: Are you working the full hours that you have listed?
  - i. During a normal school year we absolutely meet those hours especially during times like Red Rally. I would say sometimes we even pull 50-60-hour weeks. This semester I did cut the Marketing Director spot because I anticipated that we may not need them as much because Zoe could fill that role. She has been working the full hours. Moving back into a normal setting, I don't think that an Assistant Director could handle both.
- b. Chair Polsin: If we had to cut anything else what would be the places that you would feel comfortable?
  - i. I think you could cut a little from Homecoming and other events, as long as Red Rally isn't touched, we should be fine.

4. Discussion (2/13):

- a. MOTION to increase line item 12 to \$5482
  - i. MOTION is seconded and passed
- b. MOTION to reduce line item 13 to \$3570
  - i. MOTION is seconded and passed
- c. MOTION to reduce line item 11 to \$13000
  - i. MOTION is seconded and passed
- d. MOTION to reduce line item 26 to \$0
  - i. MOTION is seconded and passed
- e. MOTION to reduce line item 11 to \$5000

- i. MOTION is seconded and passed
- f. MOTION to reduce line item 11 to \$1000
  - i. MOTION is seconded and passed
- g. MOTION to reduce line item 11 to \$3000
  - i. MOTION is seconded and passed
- h. MOTION to reduce line items 15 and 16 to \$0
  - i. MOTION is seconded and passed
- i. MOTION to reduce line items 18 to \$100
  - i. MOTION is seconded and passed
- j. MOTION to reduce line item 24 to \$500
  - i. MOTION is seconded and passed
- k. MOTION to reduce line item 26 to \$50
  - i. MOTION is seconded and passed
- l. MOTION to table at \$41341
  - i. MOTION is seconded and passed

xv. ASUNM Student Special Events

- 1. MOTION to open ASUNM Students Special Events
  - a. MOTION is seconded and passed
- 2. Sponsorship:

- a. I would like to draw your attention to budget sheet number one with the salaries. If you will notice, there is only three SSE positions this year. In a normal year we would be funded for six positions, however due to the pandemic we decided it was best to only hire for three positions. We are requesting full funding for the three positions this year as well as bringing the Speaker Director's position back. That is really an essential position. I am also proposing two speakers and Cultural Directors for the next few years once the financial situation has settled. Next, I would like to draw your attention to budget sheet number two. A lot of this is just basic office supplies, phone lines, etc. There are two specific things I would like to draw your attention to, first is educational and structural material. You will notice that is Poll Star. This gives us a general idea of how much an artist will cost This allows us to make sure we are getting a fair deal. Next, I would like to draw your attention to the ten sponsorships. These are sponsorships for other student orgs when they are trying to put on events. These help us help the student body reach their vision of their events. Next, is budget detail sheet three. This sheet is just marketing material that are necessary for what we do. This includes facility rentals and rental fees. These are pretty expensive, this is why we have requested three units of facility rentals as well as four units for some outdoor

generators. Computer software just allows the Marketing Director to do their job properly. Next is budget detail sheet number four which is our promotions budget. We are requesting around 35,000 dollars in total for this. This includes one large scale performer for the Pope Joy show. These get expensive and costs us around 15 to 20-thousand-dollars. Some of this budget is for sound and light rentals. This is mainly for Silent Nights which is the second largest event we have at UNM. Those headphones alone can cost around 9,000 dollars by itself. Next, is budget detail sheet number six, which is the Speaker Director's position. I requested 20,000-dollars which is about 5,000-dollars more than we have requested in the past. This is because I am looking to merge this position with the Cultural Director's position in the future. This 20,000-dollars is going to be split two ways, one for the Speaker Director and the other for the Cultural Director. The last speaker we had was Kevin Hines and that cost 5,000-dollars alone. Another speaker we had cost another 5,000-dollars, so that all together is 10,000-dollars just for speakers. This gets very expensive, very quickly that is why I am requesting 20,000-dollars. Next, is budget detail sheet number seven which is Fiestas. This is 50,000-dollars. This is the biggest event at UNM, we get around 9-12,000 people who attend. The stage alone costs 15,000-dollars not counting speakers, lights, etc. The 2019 Fiestas headlining entertainment alone cost 18,000-dollars to book. I highly encourage that this be fully funded to make sure that the out of the classroom experience is met. It makes SSE and the university stand out. We are trying to bring students back. I highly encourage the full funding of SEE to bring those memories that will last a lifetime for our students.

3. Questions:

- a. Chair Polsin: What is an "artist writer"?
  - i. It is a general variety of things the artist may want, and we have to fulfill those things due to the contract.
- b. Senator Salazar: I wanted to know if you were going to have more Zoom events and what is the cost for those to bring artists to?
  - i. We do plan on having more Zoom events. UMI cost about 9,000-dollars for this last event.

- c. Chair Polsin: On line item 13 what do you use the facility rentals for?
    - i. That is generally for a back-up. It is to ensure that next year's staff is fully able to execute with in-person and live events.
  - d. Chair Polsin: On line item 17 the computer software, would that be on a communal computer?
    - i. That is mostly used by the Marketing Director, so they don't have to pay for that out of pocket.
  - e. Senator Munson: Is booking an artist for an event cheaper on Zoom than it would be in person?
    - i. Generally, it is cheaper. For UMI it was about 50% of the cost for this last event.
4. Discussion (2/13):
- a. MOTION to reduce line item 20 to \$150
    - i. MOTION is seconded and passed
  - b. MOTION to reduce line item 22 to \$0
    - i. MOTION is seconded and passed
  - c. MOTION to reduce line items 13 and 14 to \$0
    - i. MOTION is seconded
    - ii. Discussion
      - 1. Friendly Amendment to reduce line item 17 to \$0 also
        - a. Accepted
    - iii. MOTION is passed
  - d. MOTION to reduce line item 11 to \$25000
    - i. MOTION is seconded and passed
  - e. MOTION to reduce line item 11 to \$30000
    - i. MOTION is seconded and passed
  - f. MOTION to reduce line item 11 to \$15000
    - i. MOTION is seconded and passed
  - g. MOTION to reduce line item 11 to \$1000
    - i. MOTION is seconded
    - ii. Discussion
      - 1. Friendly Amendment to reduce it to \$750
    - iii. MOTION is passed
  - h. MOTION to table at \$97968
    - i. MOTION is seconded and passed

xvi.SAC Publications

- 5. MOTION to open SAC Publications
  - a. MOTION is seconded and passed
- 6. Sponsorship:

a. The ASUNM budget serves undergraduates and service entities. SAC Publications is another item that has been impacted by the pandemic. This is a publication that our office puts out through the Daily Lobo three times a year. In the Fall and the Spring it is put through as advertisements, it is a four-page ad in the Lobo. Over the Summer, we print it specially and it is inserted in the New Student Orientation packets. It is a listing of all of the groups that are chartered at that time and information on how to get more information on those groups. The reason this is really important, is because it provides students contact points to get involved. It also helps your student organizations get connected with those students. It is a really important document and tool when students come into our office and ask how they can get involved. Another thing is our student organization calendar. We do this twice a year for Fall and Spring. They will have a listing of all of the traditional ASUNM events. This is also a good way for students to see all of the traditional events we have here at UNM. Those publications are distributed to all of the new students. This past year we didn't print either, but we are hopeful that orientation could be a hybrid this summer. If so, we are going to print both for that group of students, otherwise we are providing these digitally to students. We do ask ASUNM for 3,000-dollars, GPSA we ask for 1,000-dollars, and the SAC pays another 6-7,000-dollars for those two documents depending on how many we print.

7. Questions:

- a. Chair Polsin: Can you repeat how much the Student Activities Center gives?
- i. We kick in approximately 4-6,000-dollars depending on the year. With all of the cuts that happened last year, I did cut that amount from our budget, so as of now we have no money for next year for publications. Next year might be the last year of some of these publications.
- b. Senator Munson: How do these publications get distributed to new students?
- i. It is usually given at New Student Orientation in the packets and they are also available at the Discover Fairs.
- c. Senator Carrillo: Does GPSA usually give you the 1,000 in full that you request?



1. MOTION to open Biology Undergraduate Society
  - a. MOTION is seconded and passed
2. Sponsorship:
  - a. No show
3. Questions:
  - a. No show
4. Discussion (2/13):
  - a. MOTION to table Biology Undergraduate Society
    - i. MOTION is seconded and passed
  - b. MOTION to move out of Parliamentary Procedure
    - i. MOTION is seconded and passed
  - c. MOTION to move back into Parliamentary Procedure
    - i. MOTION is seconded and passed

xviii.           xix.CAUSE

1. MOTION to open CAUSE
  - a. MOTION is seconded and passed
2. Sponsorship:
  - a. We are a newly chartered student org. It started in 2019 and we have been active more recently though. Every year we focus on different topics. This year most of our members decided to work on domestic violence. We have been partnering up with other organizations in Albuquerque that focus on domestic violence. We hope that the School of Medicine incorporates more classes about domestic violence. One thing we do is hold fundraisers for different organizations like the Safe House which is a shelter that provides resources for women and children who are facing domestic violence. We have also held several workshops where we have people in the community come and talk. We also provide educational materials as well, so that is part of the funding we are requesting.
3. Questions:
  - a. Senator Salazar: Have you asked GPSA for funding yet, and if so, how much did you get?
    - i. I don't believe we have asked GPSA for any funding yet because we are new. We are newly chartered.
  - b. Senator Carrillo: Does your organization consist of mostly graduate students or undergraduate students?
    - i. It consists mostly of graduate students, specifically in the health professions or medical fields. We are in the process of bringing in more undergraduate students.

- c. Vice Chair May: For line item 14 would we have to cut that for fundraising because it is generating revenue?
  - i. I am not really sure, I don't think we can really fund those things.
  - ii. Usually the fundraisers that we raise go directly to the organizations. None of that money comes to us. The money we are requesting is mostly for the setup for these fundraisers.
  - iii. New Mexico has a state law which is the Ant-Donation Law, and it doesn't allow state entities and resources to contribute to community groups. We would potentially be in violation of that law.

4. Discussion (2/13):

- a. Chair Polsin: I have a feeling that we can't really fund any of this. It is probably one that is better to go through GPSA. Typically we will take the number of undergraduate students they have and give them that percentage.
- b. MOTION to reduce line item 11 to read \$50
  - i. MOTION is seconded and passed
- c. MOTION to reduce line item 12 to read \$0
  - i. MOTION is seconded and passed
- d. MOTION to table CAUSE
  - i. MOTION is seconded and passed
- e. MOTION to recess until 3:45 PM
  - i. MOTION is seconded and passed
- f. Chair Polsin: I call this meeting back to order at 3:45 PM.

xix. Chi Epsilon

- 1. MOTION to open Chi Epsilon
  - a. MOTION is seconded and passed
- 2. Sponsorship:
  - a. For this year we are asking for some stamps and postage for our initiation letters. We are asking for 50-dollars for making copies and flyers. We also would like some paper and professional envelopes for our initiation letters. We plan on having two guest speakers next year, so we would like 50-dollars each for that. We would also like a review manual to study for our exams. We also added some money for some food for our annual initiation as well as refreshments for our review sessions. We are a civil engineering honor society. We focus on achievements within civil engineering.
- 3. Questions:

- a. Senator Zhao: I see that you received funding from the UNM Civil Engineering Department, can you talk about what funds those are, and how much?
    - i. The funds are initiation fees. For every person the headquarters has to pay 94-dollars to be inducted into the society, so that is our main funding.
  - b. Senator Zhao: The members don't have to pay that fee?
    - i. We do ask for the members to pay a portion. This year it was 25-dollars, and the rest comes from the Civil Engineering Department.
  - c. Vice Chair May: Do you have plans who the guest speakers may be and what they will talk about?
    - i. At the moment we don't have a plan for that exactly. We kind of gauge what interest we have in our club.
  - d. Chair Polsin: For your review manual, how do you share that amongst your members?
    - i. We hope to get one because I think we can do a PDF, if we do it in person, we can just project it.
  - e. Chair Polsin: Do you have a place to store that on campus?
    - i. Yes, we have a storage space in our student lounge.
4. Discussion (2/13):
- a. MOTION to table Chi Epsilon
    - i. MOTION is seconded and passed
  - b. MOTION to move out of Parliamentary Procedure
    - i. MOTION is seconded and passed
  - c. MOTION to move back into Parliamentary Procedure
    - i. MOTION is seconded and passed
- xx. xxi.College of Nursing
- 1. MOTION to open College of Nursing
    - a. MOTION is seconded and passed
  - 2. Sponsorship:
    - a. We have three goals, one being to promote mentorship and support. The second goal is to extend and provide charity to the community we serve. The last one is to create a learning that is productive to the community. Right now we have been big on COVID education. Our first request was to assist in educational tools which we did request a full 200-dollars for that. They are mostly quick reference guides for every specialty and lab values. There are various categories of these "badge buddies". We would like to provide each Nursing student with three badges of

their choice from their specialty. Our second request is the full 50-dollars for office supplies. These will go towards one of our philanthropy issues. This is a pen pal type program for senior citizens. This money will be used for stamps to mail out these letters. Lastly, we requested a full 400-dollars for refreshments and food. They are for our second and third philanthropy endeavors we have started. One of them being a youth sanctuary/shelter called the Harbor New Mexico. We have a wish list for them, and we are trying to maintain resources for them. Those are food items they have requested from us. Another part of that is food packages that we put together for the homeless in Albuquerque. We are just looking for ways to give back to the community. With these budgets we are able to put these bags together and donate to our community.

3. Questions:

- a. Senator Munson: How many of these community bags are you looking to put together in total?
  - i. This would make about 150 food bags and then also provide about 50 pounds of food for the rescue.
- b. Senator Munson: How much does it cost to put a single bag together?
  - i. It depends on how many items we are able to afford and put together. That can range from 7-11-dollars. I do have a Sam's Club membership, so we do try to purchase in bulk. We also ask for donations throughout the community. Everyone has been struggling throughout this time, so we really haven't received any donations.
- c. Senator Salazar: How many of these care packages have you put out in the past before the pandemic?
  - i. We don't really have any pre-pandemic numbers because we started the program in the Spring. As of last year we put out 175 bags between March and December. In addition to the food those bags also had socks, blanket, poncho, and water. It varies what our funding is and the season.
- d. Chair Polsin: In the past how many of these resources have you gotten donated to you?
  - i. Zero, they have all come out of our own pockets.
- e. Vice Chair May: If we have to cut the food, is there something that you would like us to prioritize?



- ii. Anything that we do fund have to stay within the organization just to let you know.
  - e. Chair Polsin: On line item 11 you said 20-dollars for food for an outreach event, which event would that be for?
    - i. We do different outreach events, mainly when we are in person to community members.
    - ii. The pop-up sign would also be more of an appropriation item because you are purchasing it on a one-time basis.
  - f. Chair Polsin: For the business cards, what information would you have on them?
    - i. They would have our Instagram page, email, and phone number so people could get in contact with us. It would also probably have our names. That is not set-in stone though.
    - ii. With the business cards they couldn't have anything personal on them, so it could have your student organization information, but it couldn't be personalized.
- 4. Discussion (2/13):
  - a. MOTION to table Deviate
    - i. MOTION is seconded and passed
- xxii. xxiii. Filipino Student Organization
  - 1. MOTION to open Filipino Student Organization
    - a. MOTION is seconded and passed
  - 2. Sponsorship:
    - a. On budget detail sheet number one, line item 11 is for a yearly subscription to this language learning software. It's from the same company as Kahoot. Sometimes we have members who don't really speak the language, so at times we host language learning classes where we use this software. For our honorarium, it is a workshop facilitator with a guy named Omar. This money would be compensation for his time. For office supplies, it's general office supplies like notebooks and pens. For postage, our executive members wanted to try a pen pal program. There is also refreshment and food for executive meetings. For professional services, this videographer goes hand in hand with facility rentals. Line item 19 is going to go towards renting a barbershop where it would be a social event. We will be talking about complex social topics there. The haircut aspect is also a distraction because we are having such serious conversations. Advertising, I really want to build a certain aesthetic with our social media. I

asked a friend how much they would charge for graphics, and for five graphics we would charge me 100-dollars. I put this as a budget expense, because it would be cool to keep going back to him. Copying services, printing might go out with our new graphics. Art supplies...we wanted to do a virtual art event. The money is for paint brushes and paint. It is a yearly expense because paint depletes.

3. Questions:

- a. Senator Le: For line item 20 what place are you planning to rent?
  - i. It is across from UNM. It is called Chris Barber Lounge. I am really good friends with the barbers back there and the building manager. I've already asked how much the space would be.
- b. Chair Polsin: For line item 11 for the learning subscription, will it be available to all members, or would it be located on one person's computer?
  - i. The subscription would be tied to the organization's e-mail, so all members would have access to it as long as they know the password.
- c. Chair Polsin: On line item 14 for the videographer and the editing services, there are two total units. Would one be for the videographer and one be for the editing services?
  - i. Yes. It is 100-dollars each.

4. Discussion (2/13):

- a. MOTION to table Filipino Student Organization
  - i. MOTION is seconded and passed
- b. MOTION to move out of Parliamentary Procedure
  - i. MOTION is seconded and passed
- c. MOTION to move back into Parliamentary Procedure
  - i. MOTION is seconded and passed