



Student Service Fee Minutes

November 27, 2023

Present: Dr. Thomas, John Bassett, Kristina Gill, Dr. Noah Franken, Filiberto Avila, Tucker Gattis, Zyna Abujuma, Jaden Vititow, Niza Cooper, Evelyn Montoya, Shelly McCune

Guest: Amanda Lawson, Kat Kane, Warren Pitt, Pam Young, Laura Seals, Julie Harvell

Absent: Ava Pluchino

1. Call to Order (10:00 am)

Dr. Chris Thomas

- Introduction of Committee members and attendees.
- Went through PowerPoint to cover the purpose of the Student Service Fee Committee and overall expectations. (Presentation link: <https://acrobat.adobe.com/link/review?uri=urn:aaid:scds:US:527e559d-2268-342a-97bf-fd143b9c6dc7>)
- **IMPORTANT Dates to know:**
 - November 29, 2023, is the deadline for all requests to be submitted to studentaffairs@wtamu.edu by the EOB (5 pm)
 - November 30, 2023, is pitch day. The schedule is from 10 am to 5 pm. If needing a pitch schedule call ext. 2385 and speak to Niza Cooper or email at ncooper@wtamu.edu
 - December 8, 2023, is the final SSF Meeting (deliberation and recommendations disclosed)
 - January 20, 2023, the final fee request has to be submitted to the budget office.

2. Additional Statement

Shelly McCune

- It was stated that the health care fee hasn't been updated still currently waiting on the adjustment. Last year it went up 14% and is projected to increase, however, it will be the Employers responsibility to cover the cost.

3. Questions Asked

- Kat Kane
Q: What guidance do you have for Pitch Day, with the 15-minute time slots?
A: Come prepared on what is most important, remember Employee's First. Be mindful of current funds and what is considered a good investment.
- Laura Seals
Q: Are Student workers tied into the salary portion of the SSF?
A: No Student workers are not budgeted salaries
- Dr. Noah Franken
Q: Last year did Dr. Wendler accept all recommendations or override any fees that were submitted?
A: Yes, while a few changes were made. He was satisfied with the committee's recommendations.

4. Final Announcement (*for committee*)

- All requests will be uploaded into Basecamp, and each committee member will review the request they have been assigned to. Any questions please contact, ext. 2050 and ask for Dr. Thomas, Niza Cooper, or Evelyn Montoya

5. Adjourn (11:00 am)

Dr. Chris Thomas

- Meeting was closed and reminded the committee that Pitch Day is scheduled for November 30, 2023, held in the Student Affairs conference meeting.

Respectfully Submitted by:

Niza Cooper, Executive Administrative Associate

Evelyn Montoya, Marketing Coordinator

