

## 2/4/11 Student Organizations Meeting Minutes

- I. Attendance
  - a. Full attendance
    - i. Laura Bogar, Claire Carver, Ali Crowley, Christabel Escarez, Maisha Foster-O'Neal, Tyler Janzen, Samuel Lehman, Kris Lyon, Sarah Read-Brown
- II. Finalize important dates
  - a. Establish date(s) for interviews
    - i. Interviews will be week of 3/28
    - ii. 4:00-6:00 PM on 3/29
    - iii. 7:30-9:30 on 3/30
  - b. Establish date when application will become available
    - i. We want application available for students by 1 week before Spring Leader Meeting (2/16)
  - c. Approve dates established last meeting
    - i. 2/23. 3pm, 6pm. Howard 102. Student Org. Leaders Mtg.
    - ii. 3/18. Deadline for budget applications.
    - iii. 4/2-4/3. Howard 302. Budget deliberations.
    - iv. 4/8. Deadline for budget appeals.
    - v. 4/23. Howard 302. Appeal deliberations.
    - vi. Dates above confirmed
- III. Discuss What Goes on the Application Form
  - a. Add 500 word essay to explain any relevant details or "any other information for committee to consider"
  - b. Organization name, itemized expenditures, attendance
  - c. Priority rating for each expenditure (scale of 1 to 5)
  - d. Describe what money is for and where previous funding came from
    - i. Outside sources, grants, etc?
  - e. On form, club type i.e. academic, sports, social, political, etc.
  - f. Community Service Time
  - g. What did your club do last year? (List Form)
- IV. Discuss Criteria for Budget Applications
  - a. Application
    - i. Attendance at Spring Leader Meeting, Timeliness, completion, and attendance at interview
    - ii. Factor in overall decision
  - b. Group
    - i. Amount of student body involvement in club events
      1. Attendance from outside club (LC & larger)
      2. Direct club member involvement
      3. Priority on events that are for entire student body
      4. Number of events
      5. Membership
      6. Event types
    - ii. Group impact

1. LC campus, Portland area, global
    2. Community Outreach
    3. Community Service & Volunteer Time
    4. Engagement with other schools (intercollegiate activity)
  - iii. Variety and diversity of events
  - iv. Symposia, programs, performances, etc.
    1. How important is funding for repeating, yearly events?
    2. Maybe late stage deliberation factor
    3. Good piece for interview discussions
  - v. Annual events, single events
  - vi. Past budget use
    1. Applicability to group mission
    2. Food, travel, programs on campus, member-exclusive events
- V. Next Meeting
  - a. 3:00PM on 2/11, Geary
- VI. Closing statements