

DRAC Meeting: 2/23/2022

Location: [Zoom](#)

Attendance:

Alec Newton
Allison Mazurek
Amy Lazzell
Brenner Barclay
Caylee Caldwell
Christa Schulz
Darren McCroom (he/him)
Erin Emry
Ichi Kwon
Jack Herring
Jeanne Gaffney
Lisa Beard
Lydia Haindfeld (they/them)
Lucas Webster (he/him)
Mary Piekarczyk (she/they)
Megan McGinnis
Nicole Askarian
Nicole Larson
Niko Newbould (she/her)
Patrick Roulet
Rebecca McLean
Shona Carter
Travis Cram
Vanessa Blackburn

1. Approval of minutes from the 2/16/22 DRAC meeting was tabled. Travis indicated he would email out minutes for approval and that they were available on Teams, and that a vote to approve minutes for 2/16 and 2/23 would occur at the next meeting.
2. Remarks from the Chair
 - a) Travis stated there were no updates from S&A Fee Committee.
3. Forensics Budget Presentation
 - a) Lyd Haindfeld and Nicole Askarian presented a brief overview of Forensics activities and presented their budget request.
 - b) AY23 Budget Request
 1. Conservative BoT estimate: \$155,988
 2. Less conservative DRAC estimate: \$173,400

c) AY22 Budget Request

1. BoT approved budget: \$155,988
2. Less conservative DRAC estimate: \$173,400
3. Percent growth: 0% increase

d) Summer Budget Request

1. Summer 22 Budget Request: \$8,920
2. Summer 22 Approved Budget: \$8,920
3. Percent growth: 0% increase

e) AY23 Overall Budget Breakdown

1. 50% (\$95,537) personnel expenses (permanent and temporary coaching staff salaries and wages, fringe benefits and hired judge expenses)
2. 42% (\$80,500) travel expenses (fees and registration, lodging, air travel, ground transportation, gas, foreign travel expenses, and parking)
3. 7% (\$12,350) operational expenses (routine operating costs, computers & technology, participant food, software subscriptions, dues & memberships, T-shirts)
4. 1% (\$1,000) hosting and programming expenses (conference and event incidental expenses)

f) Summer Budget Breakdown

1. 84% (\$7,500) temporary professional staff stipends
2. 16% (\$1,427) fringe benefits
3. The debate season begins before the start of the academic year; students work over the summer; stipends support coaches in providing direct feedback and planning for the academic year

g) Travis referenced a document in Teams with budget-related notes and summarized the highlights.

1. With the uncertainty during Covid, it has been difficult to plan effectively
2. Many planned activities were impacted by travel restrictions
3. Anticipate a transitional year as Forensics adapts to new "normal"
4. Forensics has several needs that require increased funding in AY23, amounting to a 10.5% increase compared to the DRAC approved FY22 budget
5. Request to earmark funds not used due to pandemic restrictions to pay for transitional costs and transfer projected \$30,000 carryover from AY22
6. This budget puts Forensics back on track to sustain its normal operations while meeting the new demands created by hybrid competition. It also results in using all funds earmarked due to COVID disruptions within 2 years, allowing Forensics to navigate a highly uncertain landscape
7. Forensics needs to increase its summer stipends \$1500 (\$500 for each coach's summer stipend) in Summer 23. Forensics will pay for this

increase, as well as any shortfall due to uncertain summer enrollment levels, by applying earmarked funds

Questions for Forensics:

Patrick Roulet asked about the international travel and how \$1,000 might be spent

- Travis responded international transportation and lodging largely accounted for as out of state, so \$1,000 include small incidental expenses that might occur during a trip.

Rebecca asked where international travel typically occurred.

- Travis said a World Universities Debating Championship, attended by 100 countries, usually occurs during winter break; the location changes and has included Seoul, Cape Town, Mexico City. International travel usually limited to once per year.

4. Student Publications Budget Presentation

- a) Megan McGinnis introduced Niko Newbould, editor of Jeopardy magazine. Niko and Caylee Caldwell presented a brief overview of Student Publications activities and presented their budget request.

- b) AY23 Budget Request | More optimistic DRAC estimate

1. Would not require additional funds over AY22
2. Primary change involves student pay; reclassifying editor and editor in chief positions and increasing pay
3. Pay increases balanced by reduced printing costs and increased advertising revenue
4. Budgets remain lean; have not returned to regular computer replacement schedule and have reduced travel budget to avoid an increase in budget request over AY22
5. Six computers will be replaced for The Front, two from regular budget and four using earmarks from 2021 and 2022 budgets; advised by ATUS to purchase after June 30
6. Two of the three scheduled computer purchases have been removed from the AY2023 budget and moved to the Summer Klipsun Budget. The remaining computer purchase for 2023 has been diverted to the print budget as requested by the current Editor in Chief, as print costs have been increasing. Klipsun will purchase six computers, three from 2021 earmarked funds and three from 2022 earmarked funds.
7. Print budget from The Planet has been significantly reduced and funds have been designated to website improvements. The Planet will purchase seven computers, three from 2021 earmarked funds, three from 2022 earmarked funds, and one scheduled in the regular budget. The other

scheduled computer purchase has been cut to meet the goal of no increase over last year's budget.

8. Jeopardy's budget is increasing to reflect the cost of their content submission service. They will purchase one computer in the regular budget.
9. Occam's Razor will purchase two computers, one from 2022 earmarked funds and one in the regular budget.

c) AY23 Budget Request | More conservative BoT estimate:

1. This budget scenario presents significant challenges to the Student Publications budgets, considering the needed editor pay increases.
2. Budgets are conservative, scheduled computer purchases and travel only areas that could be cut and have already been cut from all five budgets except for Jeopardy Magazine, who will need the one budgeted computer purchase. Jeopardy is the only publication that has been unable to earmark funds from their budgets in 2021 and 2022, and they will need to purchase one. In addition to all other scheduled computer purchases and all travel funding, this scenario would require an additional \$20,200 cut from Klipsun's print budget.
3. Klipsun's print budget and Jeopardy's computer purchase would require an approved DRAC reserves request in the amount of \$22,700.

d) Summer 2023 Budget

1. Same budget for both conservative and more optimistic scenarios
2. Includes the editor pay increase
3. Klipsun's print budget has been increased, and two computers each from the AY budgets for the Front and Klipsun have been moved to the summer budgets this year. The editors use the same equipment and newsroom in the summer as the academic year. These changes will result in an increase of \$12,942 to the summer budgets.

e) Neko and Caylee shared a spreadsheet, available in Teams, with the budget breakdown for both optimistic and conservative scenarios

Questions for Student Publications:

Rebecca commented that the Student Publications budget included a stipend for Vanessa, not Rebecca.

Travis asked which fund the reserves would be from in the conservative scenario

- \$2,500 Jeopardy computer, other general reserves for Klipsun print budget
- Megan noted computers were moved from AY23 to summer budget, but they would cut computer purchases out of summer budget if needed. In that case, the summer budget percentage would increase slightly as a result of editor pay and the Klipsun print budget.

Travis asked Rebecca about the operating balance in general reserves

- General reserves are typically for unexpected opportunities or crisis that may arise
- In general, significant reserves requests come out of equipment reserves which has become the general reserves budget
- Megan stated they may have additional funds they could earmark that could help reduce the reserves request
- Rebecca said that at the end of last fiscal year, she moved \$10,000 carryforward to each constituent group, so may have a little money left over. Will need to discuss what reserves look like at end of spring quarter, whether to provide a carryforward cushion again or leave in reserves.

Meeting adjourned at 9:44am

Next Meeting: March 2