

TSO SPECIAL MEETING
Wednesday, November 20, 2019

Present: Sandi Medendorp, President; Jerry Harkleroad, Tim Hay, Edie Heppler, Chuck Kimbrough, Arlene LaTurner, Carol Leyotn, Alexa Munoz, JoEllen Schill, Chris Steele, Ted Watts

Staff: Michael Kaptic, Associate Vice President for Student Life
Brian Kim, TELOS Program Manager

Absent: Steve Denison, Paul Maffeo

Michael Kaptic, Associate Vice President for Student Life, was present to meet with the Council, and discuss the \$5 Student and Activities fee. When the fee was initially approved by the TSO Studentbody, no further approvals by Associated Student Government (ASG) or the Board of Trustees were received. In addition no documentation or review of expenditures of the Student and Activities fee took place. This resulted in TSO's Student and Activity fee assessment not being properly registered., and is on hold for the Winter Quarter until the appropriate method of collection, distribution, and oversight is established.

Currently ASG is the authority established by the student body for collection of the Student and Activities fee. Ted Watts in his review of legal documents stated that he has found no specified entity designated who is to collect the Student and Activities fee.

The Council will need to clarify: 1) the best method to collect the voluntary fee; 2) define what the options are because TELOS is a student program which presents an issue; 3) determine who gives the approval; and 4) undergo oversight by the Board of Trustees and the Finance office.

The Student and Activity fee's budget is approved by the Student and Activity Board and Board of Trustees who review the fee beginning in January. The review process is completed by March. Student programs eligible for S & A funds, but must have an ASG account which TELOS/TSO has. Michael Kaptic will be available to answer questions in more detail beginning on December 4, 2019.

Minutes of the Annual General Meetings held on August 18, 2018, December 5, 2018, and August 17, 2019 were approved unanimously.

Chris Steele announced that the Treasurer's Office had informed her that contracts for the Seminars must be in their office six weeks in advance of the event. Previously there was a three week deadline. Rooms also will need to be assigned six or more weeks in advance to meet the Treasurer's Office deadline. As it is, there are two events in November and December which do not have room assignments.

The meeting adjourned.

Submitted by Alexa Munoz, Secretary