

PAC MISSION: To inspire, empower, and educate our community for leadership and success.
VISION: The Alamo Colleges will be the best in the nation in Student Success and Performance Excellence.
CORE VALUES: Students First, Community-engaged, Can Do Spirit, Respect for All, Collaboration, Data-informed

Time	Topic	Action-Next Steps-Follow-up
3:30 PM	Virtual Roll Call <ul style="list-style-type: none"> • Quorum at least 5 members <ul style="list-style-type: none"> ○ Majority student members ○ At least 1 faculty member 	
	4/20/22 Minutes (Voting Item)	
	2021-2022 Budget Report (review)	
	Request for Funding (voting item) <ul style="list-style-type: none"> • New Palomino Family Day \$2,000.00 • Honors -National Collegiate Honors Council \$6,000.00 	
	Upcoming Activities & Events <ul style="list-style-type: none"> • 05/20/22 Graduation • 05/26/22 Summer Event/NSO activity 	

STANDING ITEMS:

- *Items and updates for weekly discussion*

UPCOMING EVENTS/DEADLINES:

Next Meeting: **TBD**

Meeting Title: SAFAC

MINUTES

Date: 4/20/22 Time: 3:50 pm Location: Zoom

FACILITATOR	Jennifer Flores, Director of Student Success
NOTE TAKER	Jennifer Flores

ATTENDEES	Students: Katana Balboa, Steve Lara, Amanda Ramirez, Crystal Rodriguez, Rebekah Torres Faculty: Alexis Lowe Staff: Jennifer Flores, David Mancha, Angelica Martinez Guests: None
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Agenda topics

ITEM 1: TOPIC TITLE: Virtual Roll Call OWNER: Jennifer Flores

DISCUSSION	Students Present: Katana Balboa, Steve Lara, Amanda Ramirez, Crystal Rodriguez, Rebekah Torres Faculty Present: Alexis Lowe Staff Present: David Mancha, Angelica Martinez Non-Voting Members Present: Jennifer Flores Guests: None	
CONCLUSIONS	Quorum met	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
N/A		

ITEM 2: TOPIC TITLE: 3.23.22 Minutes OWNER: Jennifer Flores

DISCUSSION	N/A Quorum not met	
CONCLUSIONS	N/A	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
o N/A		

ITEM 3: TOPIC TITLE: 2021-2022 Budget Report OWNER: Jennifer Flores

DISCUSSION	Jennifer reviewed the current budget status.		
CONCLUSIONS	N/A		
		PERSON RESPONSIBLE	DEADLINE
N/A			

ITEM 4: TOPIC TITLE: 2022-2023 Budget Proposal OWNER: Jennifer

DISCUSSION	<p>Jennifer revisited the F.2.3.1 (procedure) Student Activities Fee Advisory</p> <ul style="list-style-type: none"> FY23 Projections were provided 4/9/22 decreased in \$63,000.00 Only budget line item that exceeds the 10% increase is the Salaries which was a 43% increase. This is due to the July 2021 Board of Trustee implementing Offer Equity which resulted in increase in wages and adding a Sr. Coordinator salary and benefits to support advocacy center. 		
CONCLUSIONS	<p>Katana B. Asked about Boxing Club and how it could get funded. Jennifer provided information on starting.</p> <p>FY23 (2022-2023) Budget Approved 1st motion David Mancha 2nd Motion Alexis Lowe All in Favor None opposed</p>		
		PERSON RESPONSIBLE	DEADLINE
N/A			

ITEM 5: TOPIC TITLE: Request for Funding OWNER: Jennifer

DISCUSSION	<p>Request for Funding (voting)</p> <ul style="list-style-type: none"> None 		
CONCLUSIONS	N/A		
		PERSON RESPONSIBLE	DEADLINE
N/A			

ITEM 6: TOPIC TITLE: Upcoming Events and Activities OWNER: Jennifer

DISCUSSION	<p>Recruit for the 2022-2023 SAFAC members PAC Ambassadors for FY23 SGA Recruitment for FY23 Financial Literacy month 4/22/22 Jazz Festival 4/26/22 Honor Appreciation Event 4/27/22 Honor Appreciation Event 5/3/22 Student Leadership Recognition and NSLS Induction 5/9-12/22 Finals week</p>		
CONCLUSIONS	N/A		
		PERSON RESPONSIBLE	DEADLINE
N/A			

ITEM 7: TOPIC TITLE: Open Forum OWNER: Jennifer

DISCUSSION	None		
CONCLUSIONS	Meeting adjourned at 4:05 pm		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
N/A			

Palo Alto College				
2021-2022 Projected SAF Revenue				
Fall 2021	\$167,109.00			
Spring 2022	\$133,848.00			
Summer I & II 2022	\$72,123.00			
Student Activities Roll Over	\$510,000.00			
2020-2021 Est. Student Activities Fee Revenue of PAC	\$883,080.00			
Student Life Programming and Events: Co-Curricular, Extra-Curricular, Leadership, Experiential Learning, Alamo Institutes, etc.	Projected 2021-2022 Expenses	Encumbrances	Actuals	Balance
Student Life Programming Expenses	\$ 172,776.76	\$ 41,498.46	\$ 30,722.77	\$ 100,555.53
Pre-Approved Student Leadership & Diversity Programming/Conferences	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00
Pre-Approved Logistics Travel (Institutes-Advanced Manufacture & Logistics)	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
Pre-Approved Horticulture Travel (Institutes-Science & Technology)	\$ 6,000.00	\$ -	\$ -	\$ 6,000.00
Pre-Approved Tri-Beta Anatomy Labs Travel (Institutes-Health & Bioscience)	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
Pre-Approved Phi Theta Kappa Catalyst Travel (Leadership)	\$ 1,100.00	\$ 1,100.00	\$ -	\$ -
1 Pre- Approved Alternative Spring Break/Service Learning (Institutes-Public Service & Health & Biosciences)	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00
Total	\$ 205,876.76	\$ 42,598.46	\$ 30,722.77	\$ 132,555.53
Registered Student Organization Allocation	Projected 2021-2022 Expenses	Encumbrances	Actuals	Balance
Registered Student Organization Allocation	\$ 20,000.00	\$ 2,911.28	\$ 2,707.59	\$ 14,381.13
Total	\$ 20,000.00	\$ 2,911.28	\$ 2,707.59	\$ 14,381.13
Allocation for SAF Requests (Alamo Institute Programming, Student Travel, Events, etc.)	Projected 2021-2022 Expenses	Encumbrances	Actuals	Balance
Open request	\$ 15,000.00	\$ 5,371.72	\$ 5,365.87	\$ 4,262.41
Total	\$ 15,000.00	\$ 5,371.72	\$ 5,365.87	\$ 4,262.41
Intramural/Extramural Sports	Projected 2021-2022 Expenses	Encumbrances	Actuals	Balance
Intramural/Extramural Sports (including Baseball and Softball Fields)	\$ 530,000.00	\$ 3,825.89	\$ 20,072.61	\$ 506,101.50
Total	\$ 530,000.00	\$ 3,825.89	\$ 20,072.61	\$ 506,101.50
Salaries & Benefits Paid from Student Activities Fee	Projected 2021-2022 Expenses	Encumbrances	Actuals	Balance
FT Employee Salary & Benefits - Admin Services Specialist	\$ 42,230.00	\$ -	\$ 14,275.95	\$ 27,954.05
FT Employee Salary & Benefits - Certified Advisor	\$ 57,973.24	\$ 1,846.98	\$ 16,681.04	\$ 39,445.22
PT Volley Ball Coach Salaries	\$ 6,000.00	\$ -	\$ -	\$ 6,000.00
PT Softball Coach (Spring)	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00
PT Baseball Coach (Spring)	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00
Total	\$ 112,203.24	\$ 1,846.98	\$ 30,956.99	\$ 79,399.27
Total SAF Expenses	\$ 883,080.00	\$ 56,554.33	\$ 90,247.33	\$ 736,278.34
Estimated Rollover	\$0.00			
Total 2021-2022 Budget	\$ 883,080.00	\$ 56,554.33	\$ 90,247.33	\$ 736,278.34

PAC Student Activities Fee Committee Application for Funding- 2021/2022

Maria Viesca - Tue, May 3, 2022 9:30 AM

PAC Student Life

General Information

Name of event, project, program, or activity for which you are seeking funds:

New Palomino Family Day

Please indicate if you are:

PAC Faculty or Staff member seeking funding for an event, project, program, or activity related to a specific AlamoINSTITUTE

What are you seeking to fund?

Event

Total Amount Requesting:

\$2000

Total cost of event, project, program, or activity:

4000

Additional Funding: List all sources of funding for this event/ program (i.e. fundraisers, institutional funding, grant funding, student organization funding, etc.) and total amounts for each.

Follow this format: Funding Source:_____ Total Amount: \$_____

Funding Source: Student Activities Total Amount: \$2000

Contact Person First Name

Maria

Contact Person Last Name

Diaz-Viesca

Contact Person Email Address

mdiaz150@alamo.edu

Please describe what you are requesting

I am requesting additional funds to cover the cost of activities for our New Palomino Family Day event. This event is to welcome our new First Time in College Students to PAC.

Describe Student Learning Outcomes (SLOs).

1. I feel welcomed on this campus. 2. I understand what is expected of me to be successful in College. 3. I know the locations of the campus resources. 4. I know how to get involved on campus.

AlamoINSTITUTE Information

Select Alamo Institute

Advanced Manufacturing and Logistics

Business and Entrepreneurship

Creative and Communication Arts

Health and Biosciences

Public Service

Science and Technology

Is the event, program or activity part of a required course assignment or student travel that is a requirement for attaining college credit?

No

Describe how your request aligns with your identified AlamoINSTITUTE

This event is for all FTICs that are majoring in any of the Alamo Institute.

How will you assess the Student Learning Outcomes?

A survey will be given to the student.

Describe any collaboration efforts with other PAC department/programs, Student Organizations, or community partners.

All PAC family is welcome to volunteer for this event and to help welcome our new FTICs to PAC. A resource fair is also being provided for departments/programs (internal and external) to promote their areas.

Event Information

What type of event will you be hosting? Please select all that apply.

Special event (i.e. social event, recognition ceremony, etc.)

Date(s) of Event

August 20th

Time of Event

8am to 2pm

Event Location(s)

Palo Alto College-Acequia Meadow

Target Audience (i.e. faculty, specific student demographic)

Fall 2022 First time in college students

Anticipated Number of Attendees:

300-400

Please provide a list of items and/or services needed for the event along with their respective costs.

Student Activities from parties, picnics, and promotions- \$4000

Will this event require payment of speaker or performance fees?

No

Discussion



Jennifer Flores

Write a message

 [Add an Attachment](#)

CANCEL

POST

Reviewers



There are no reviewers on this submission.

PAC Student Activities Fee Committee Application for Funding- 2021/2022

Samuel Evans - Tue, May 17, 2022 2:29 PM

PAC Student Life

General Information

Name of event, project, program, or activity for which you are seeking funds:

National Collegiate Honors Council (57th Annual Conference, November 2-6, 2022, Dallas, Texas). For Honors Legacy Club/Honors Program.

Please indicate if you are:

PAC Faculty / Staff Registered Student Organization Advisor applying on behalf of your organization

What are you seeking to fund?

Student Travel

Total Amount Requesting:

\$6,000

Total cost of event, project, program, or activity:

\$6,000

Additional Funding: List all sources of funding for this event/ program (i.e. fundraisers, institutional funding, grant funding, student organization funding, etc.) and total amounts for each.

Follow this format: Funding Source:_____ Total Amount: \$_____

We are asking to have as much of this event covered by Student Activity Fees as possible. The Honors Program will be offering an unprecedented amount of Honors courses in the Fall of 2022. Twelve courses will be offered in total. Many of these instructors will be first time faculty in the Honors Program. All first time faculty receive a stipend, and therefore, the majority of our program's Fall 2022 budget will be devoted to covering this cost. This conference is an excellent opportunity for our Honors students to attend sessions and workshops, to meet sponsors and vendors, and network with other Honors students and instructors nationwide.

Contact Person First Name

Samuel

Contact Person Last Name

Evans

Contact Person Email Address

sevans72@alamo.edu

Please describe what you are requesting

The Honors Program/Honors Legacy Club is requesting for the Student Activity Fees committee to allocate funds for Honors Program students to attend the National Collegiate Honors Council 57th Annual Conference in Dallas, Texas from November 2-6, 2022. See this link for details: <https://www.nchchonors.org/events/nchc22> Allocated funds will cover students travel costs: Registration Fees, Lodging, & Per Diems Some of the activities include the following: -Sessions and workshops for honors, by honors! -A new view of the city of Dallas, through excursions by Partners in the Parks and City as Text™ -Networking with old friends and new colleagues, to grow your community of honors professionals and contacts -Sponsors and vendors sharing information about graduate program and internship opportunities, classroom technologies, honor societies, study abroad excursions, and more Registration opens April 1, 2022 and we can get early bird rates until August 31, 2022. If you have ANY questions please contact Samuel Evans (sevans72@alamo.edu), Esther Rendon (mrendon4@alamo.edu), or Thomas Murguia (tmurguia@alamo.edu). Thank you.

Describe Student Learning Outcomes (SLOs).

Institutional Learning Outcomes: Palo Alto College prepares students for success in work and life by embedding cross-disciplinary learning outcomes in academic courses and co-curricular initiatives. - Communication: PAC students develop and express ideas through effective written, oral, and visual communication for various academic and professional contexts. -Critical Thinking: PAC students exhibit habits of mind characterized by the comprehensive exploration of issues, ideas, artifacts, and events before accepting or formulating an opinion or conclusion. -Empirical and Quantitative Skills: PAC students apply scientific and mathematical concepts to analyze and solve problems. -Personal Responsibility: PAC students connect choices, actions and consequences to ethical decision-making. - Social Responsibility: PAC students demonstrate intercultural competency, civic knowledge, and the ability to engage effectively in regional, national and global communities. -Teamwork: PAC students consider different points of view and work effectively with others to support a shared purpose or goal.

Communication Learning Outcome: Palo Alto College students develop and express ideas through effective written, oral, and visual communication for various academic and professional contexts. - Content and Purpose: The student uses relevant content that conveys understanding. Content is well developed, effectively supported and appropriate for the audience and purpose of the assignment. effective thinking is clearly and creatively expressed. -Organization: The student uses disciplinary conventions for organizing content and presenting content. Communication clearly and consistently uses important conventions particular to a specific discipline including organization, presentation, and stylistic choices. Communication is clearly organized around a central theme. Communication components and clearly observable and relate to other components in a well-planned framework. - Written Communication Tools: The student uses communication tools appropriately and skillfully for academic and professional contexts. Uses language that skillfully communicates meaning to readers with clarity and fluency. Virtually error-free. Uses a wide variety of sentence structures. Excellent word usage, spelling, grammar, and punctuation. -Oral Communication Tools: The student uses communication tools appropriately and skillfully for academic and professional contexts. Excellent eye contact. Makes connection to audience members. Displays enthusiasm for topic throughout. All words pronounced correctly. All words articulated clearly (no mumbling). No reliance on lectern. Polished language usage. Gestures used throughout to show enthusiasm, emphasize points, and keep attention. Fluid speaking rate. Variety in volume, but always easy to hear. -Visual Communication Tools: The student uses communication tools appropriately and skillfully for academic and professional contexts. Displays high-quality techniques in drawings, graphics, photos, designs, video, etc. Employs appropriate contrasts (e.g. color, fonts, sizes) exceptionally well. Outstanding use of software and other tools appropriate to the subject to produce a creative, compelling, engaging and effective presentation that shows proper use of technology to effectively communicate an idea.

Student Travel Information

Please upload a completed Student Travel Authorization Form

Complete the Student Travel Authorization for Overnight Travel or the "Student Event Request Form" for Non-Overnight. Both are available in the Documents section of the PAC Student Life AlamoEXPERIENCE Page.



DOWNLOAD FILE

Date(s) of Trip

Wednesday, November 2-Sunday, November 6

Destination

Dallas, Texas

How many students will be traveling?

4

How many faculty and staff members will be traveling

2

Please list the full names and Banner ID numbers of each person traveling.

Faculty: Lisa Coronado (900033464) Caroline Mains (900012177) Students: Maricela Eslora (901432241)
Cody Garcia (901391987) Zara Lopez (901380067) Darcie Gulick (901391990)

Name of Conference (if applicable)

National Collegiate Honors Council (57th Annual Conference)

Conference Website (if applicable)

<https://www.nchchonors.org/events/nchc22>

Discussion



Jennifer Flores

Write a message

 [Add an Attachment](#)

CANCEL

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Reviewers



There are no reviewers on this submission.