


**University of Houston  Clear Lake**  
 FY2023 University Life Committee (ULC) Attendance Sheet

Meeting Date: Nov. 28, 2022

<b>Members</b>	<b>Seat</b>	<b>Role</b>	<b>Absent/Present</b>
<b>Angela Kelling</b>	<b>Chair</b>	HSH Faculty Representative	Present
	<b>Vice-Chair:</b>	Executive Director, Human Resources	
<b>Debbie Williams</b>	ULC Administrative Support		Present
Shelia Baker	Faculty 1 <i>(serving until 2024)</i>	COE Faculty Representative	Present
Joe Contreras	SGA 2 - President	Graduate Representative	Absent
Isabelle Kusters	Faculty 3 <i>(serving until 2024)</i>	HSH Faculty Representative	Present
Joshua Lyman	SGA 1	Undergraduate Representative	Absent
Russell Miller	UHCL Police Dept	Department Representative	Absent
Janice Newsum	Faculty 4 <i>(serving until 2023)</i>	COE Faculty Representative	Present
Jennifer Willis-Opalenik	Office of Information Technology	Department Representative	Absent
David Rachita	Student Affairs	Division Representative	Absent
Rosana Salinas	Library	Department Representative	Absent
Gene Shan	Faculty 5 <i>(serving until 2023)</i>	CSE Faculty Representative	Absent
Bernadina Streeter	Office of President	Division Representative	Present
Sheeba Thomas	USA	Staff Representative	Present
Michael Wu	Faculty 6 <i>(serving until 2024)</i>	BUS Faculty Representative	Present
<b>Alternates</b>	<b>Seat</b>	<b>Role</b>	<b>Absent/Present</b>
Andrea Black	UHCL Police Dept	Department Representative	Present
Erika DeLeon	Human Resources	Department Representative	Absent
Cindy Goode	Library	Department Representative	Absent
Lindsay Humphrey	Student Affairs	Division Representative	Absent
Dorothy Kirkman	Faculty	Faculty Representative	Absent
Nick Shaman	Faculty	Faculty Representative	Absent
Kristi Randolph-Simon	Student Affairs	Division Representative	Absent
Fran Davis Williams	USA	Staff Representative	Absent
Sana Zeidan	Office of Information Technology	Department Representative	Present
<b>Non-Voting Guests</b>			<b>Absent/Present</b>
Sherry Hawn	Administration and Finance		Absent
Yolanda Nimmer-Williams	Office of President		Absent
Mark Denney	Administration and Finance		Present

**Members in Attendance**

Dr. Angela Kelling, Isabelle Kusters, Janice Newsum, Sheeba Thomas, Sheila Baker, Bernadina Streeter, Michael Wu, Yi Su.

**Alternate Members in Attendance**

Sheeba Thomas, Sana Zeidan, Andrea Black

**Members & Alternate Absent**

Joe Contreras, Joshua Lyman, Russell Miller, Jennifer Willis-Opalenik, David Rachita, Rosana Salinas, Gene Shan, Ericka DeLeon, Cindy Goode, Lindsay Humphrey, Nick Shaman, Kristi Randolph-Simon, Fran Davis Williams, Dorothy Kirkman

**Minutes**

- o Guest Speaker – Mr. Mark Denney, VP Administration and Finance  
Presentation: Student Center Fee Budget

**FY 2016-17 Actual through 2023-24 Budget**

Student Center Fee	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24
	Actual	Actual	Actual	Actual	Actual	Actual	Budget	Budget
Student Center Fee	620,690	616,877	347,153	667,443	659,264	649,484	593,004	593,004
Bad Debt	(2,713)	(2,862)	(3,881)	(3,453)	(3,514)		(3,000)	(3,000)
Waivers and Exemptions	(26,708)	(27,528)	(30,903)	(27,174)	(22,827)	(29,445)	(26,482)	(26,251)
Net Revenue	591,268	586,486	312,369	636,816	632,923	620,039	563,522	563,753
Debt Service	327,113	328,491	322,106	323,252	324,945	325,820		
Custodial	13,254	114,833	116,185	-	(13,192)	34,950	50,000	50,000
Building Maintenance						91,732	169,000	169,000
Other						138,698	350,000	50,000
Total Expenditures	340,367	443,324	440,491	323,252	311,753	591,200	569,000	269,000
Net of Operations	250,901	143,162	(128,123)	313,564	321,169	28,839	(5,478)	294,753

By end of FY 23 would like to have a fund balance of 1 million.

**Budget Proposal**

- FY2022-23:
  - Use fund balance to fund Referendum Consultants
  - Use fund balance to fund modest renovation of 1<sup>st</sup> floor student service area
- FY2023-24:
  - Assuming Referendum Passes, build fund balance to support gradual increase of Student Center Fee during construction and initial operations

## Timeline for Student Center

- FY2022: Programming
- FY2023: Student Referendum
- FY2024: Board of Regent's Approval
- FY2025: Legislative Approval
- FY2026 – 2027: Design and Construction

A survey was sent to students for approval to build new student center. Over 700 students responded at a 70% rate would be in favor of a new center with an increase of service fees.

Student fees will gradually increase over time to support the building of the center. Current fee for each semester is \$30, the max the fee can increase is \$150 per semester.

## Next Steps

- We're not requesting to increase the fee,
  - so it won't go before the Board Of Regent's
- The BOR have delegated the allocation of fee budgets to each University President
- With University Life Review, this will go to PBC, along with the rest of the UHCL Budget for full review before approval

End of presentation

Dr. Kelling continues meeting with voting, motion to approve the student center fee budget for: FY 2022-2023, approved by 9 votes, Sheila motioned to approve, Bernadina second to motion FY 2023-2024, approved by 9 votes, Yi motioned to approve

October 24, 2022 minutes approved @ 10:24am

No old or new business to address

No December meeting, resume in January 2023

Meeting adjourned