

Incidental Fee Committee Training #2
Wednesday, November 29, 2023 | 6:00 PM
WUC Calapooia Room
Tina Fuchs in Chair
Minutes

1. Welcome /Introductions

- Tina welcomes and starts meeting at 6:05PM
- Roll Call
 - i. Tina Fuchs, VP of Student Affairs
 - ii. Maddux Gillett, ASWOU Senate President
 - iii. Skylar Stangeland, IFC Member
 - iv. Kira Shelton, IFC Member
 - v. Evan Sorce, Board Secretary & Special Assistant to the President
 - vi. Paula Verdegaal-Taylor, IFC Secretary

2. [IFC Bylaws overview](#) – Tina Fuchs

- What are the [bylaws](#)
 - i. Evan: History of IFC and how it became a student committee
- Article 1-7
- Article 12 (IFC Process Checklist)

3. Duties and responsibilities

- IFC committee members
- IFC Chair – must be elected by the IFC members
- IFC Advisors – Amber Deets, Tina Fuchs, Even Source (Camarie Moreno)
- IFC Secretary – Paula Verdegaal-Taylor
- Parliamentarian – ASWOU Senate President (Maddux Gillett) or designee
- Area Heads

4. What to expect during Winter term

- Review tentative IFC timeline/calendar

5. Follow up on Budget training facilitated by Camarie on 11/20/23

6. Schedule meeting before end of term to select meeting times for Winter quarter and select IFC chair
 - “When is Good” completed by IFC members
 - Meeting will be on Zoom
7. [Parliamentary Procedure/Robert’s Rules of order](#) – Maddux Gillett, ASWOU
Senate President
 - This is to maintain order in meeting
 - Quorum
 - i. 2/3 of voting members
 1. Need 4 out of 6 members
 2. Chair does not vote
 - ii. 2/3 of 9 members is 5.33.
 - iii. Have asked Judicial Administrator to interpret and clarify
 - Abstain from voting when you have a conflict of interest
 - Parliamentarian keeps track of conflict
 - [Parli pro cheat sheet](#)
8. Final questions
9. Adjourn at 7:25PM