

Phase 2 SGA Allocation Form for SAC FY24

Questions:

1. Please provide a comprehensive list of events that were held by SAC last year along with the amount of money used to fund and the attendance for the events?

- Spooky Bingo Prizes (\$1264.41)
- Spooky Bingo Ice Cream (\$18.92)
- Relax w/SAC Oxygen Bar/Massage Chairs (\$4,500)
- Relax w/SAC Vendor Parking (\$5)
- Relax w/SAC Supplies (\$350.27)
- Polar Express Movie Night (\$895)
- Rec Palooza/DJ Yinka (\$600)
- Laser Tag for Fall Welcome/Fall Kickback (\$6800)
- Ultimate Fall Kickback Food (\$151.67)
- Ultimate Fall Kickback Drinks (\$61.38)
- HLHM DIY Pinatas (\$115.96)
- HLHM Food (\$69.46)
- Aux Wars Shirts (\$422)
- Aux Wars Prizes (\$155.34)
- Ebony Ball Event Prizes (\$50)
- Ebony ball Co-Sponsorship (\$373.47)
- Ebony Ball DJ Yinka (\$500)
- Sky Zone Trip (\$779.59)
- Springfest work order (\$70)
- Wheel of Fortune Prizes (129.99)

2. How many events did SAC co-host last year? Please provide who the co-hosts for those events were?

- SALSA Y SALSA for HLHM in partnership w/Baile Monarcas
- DIY Pinatas w/Olas (Sept. 19)
- Late Night Breakfast w/Student Life, SGA, & SOFA
- Homecoming Block Party w/Student Life
- Ebony Ball w/BSU
- I Woke Up Like This w/Diversity Center & Career Development Center

3. Did any of the SAC events last year have an online participation option? If not, what was the reason?

SAC did not offer online participation last year, as most events were geared toward on-campus students, and we weren't sure how to include online participants. However, we're now planning events with virtual options, such as live-streamed workshops and online game nights, to better engage our online community.

4. Please provide the number of general body members. What steps have been taken to increase the amount? What steps are planned on being taken?

We currently have 29 general body members. To increase membership, we promoted SAC during Welcome Week events and through tabling on campus. Moving forward, we plan to expand outreach by using social media, collaborating with other student organizations, and hosting interest meetings to attract new members.

5. What steps has SAC taken to increase its presence on campus? What steps does SAC intend to take to increase its presence on campus?

SAC has taken several steps to increase its presence on campus, including utilizing social media, hosting major events, and promoting activities through marketing efforts such as flyers placed around campus. Looking ahead, SAC plans to continue expanding its presence through even more engaging events, increased social media interaction, and strategic marketing to connect with a broader range of students.

6. Please provide a comprehensive list of conferences/trainings that were attended by SAC last year.

The Association for the Promotion of Campus Activities (APCA): APCA hosts regional and national conferences throughout the year. Their in-person events provide showcasing and networking opportunities for talent and campus activities buyers. Each year, over 400 schools and 2000+ students and advisors attend these events. Their mission is to promote campus engagement through quality educational experiences, affordable entertainment, and community service initiatives.

Our attendance at the Association for the Promotion of Campus Activities (APCA) event was both enriching and forward-thinking. We had the opportunity to network with representatives from Area 8 schools, strengthening regional connections. The educational sessions were particularly inspiring, sparking the creation of future programs that will not only be hosted by SAC but also by Student Life (ECCE) and Career Development (Career Readiness Presenter). These sessions provided valuable insights into evolving student needs and prompted us to outline new initiatives that will support students across multiple areas. Additionally, we engaged with career professionals who offered guidance on lifelong career opportunities, while the co-op sessions allowed us to collaborate with other schools within our region, resulting in a cost-saving of \$3,000 through co-op agreements. SAC has already outlined a number of programs for the upcoming academic year, setting a strong foundation for the future board. These initiatives will not only help the new board get off to a solid start but also create opportunities to add more events into the calendar that align with student needs and enhance their overall campus experience.

a. Also, please provide the amount of money used to fund and the attendance for these conferences/trainings?

- \$6,393.98 (Lodging, Registration, Food)
- The total attendees for the conference were 5 out of 9 of our E-Board members and 1 advisor.

b. How do you ensure that members are adequately trained to carry out their roles in SAC?

Each coordinator receives role-specific training to ensure they are prepared to execute their duties effectively.

- The **Performance Coordinator** is trained in hospitality best practices and vendor relations, learning how to communicate with agents, manage artist contracts, and serve as the primary point of contact during performances. This role also requires attention to travel logistics and artist accommodations, so members receive training in professionalism and negotiation.
- The **Diversity Coordinator** is introduced to inclusive programming strategies and collaborates closely with the Diversity Center to ensure events reflect and celebrate the diverse student population. They also receive guidance on how to evaluate cultural sensitivity and representation in programming.
- The **Marketing Coordinator** is trained in digital and print promotion, including graphic design, social media strategy, and brand consistency. They learn how to build promotional timelines, schedule content, and use analytics to adjust outreach efforts.
- The **Membership Coordinator** is responsible for recruitment, engagement, and retention of SAC members. They receive training in communication, team-building, and onboarding procedures, as well as methods for fostering a positive and inclusive committee culture.
- The **Special Events Coordinator** learns project management skills and is trained in how to coordinate logistics for major events outside of traditional programming, including timelines, risk assessments, and evaluation.
- The **Traditions Coordinator**, who leads events like Homecoming and Springfest, receives specific training on managing large-scale, campus-wide events, coordinating with multiple departments, and balancing tradition with innovation.
- The **Chair and Vice Chair** are provided with leadership development opportunities and receive extensive training in organizational management, meeting facilitation, conflict resolution, and strategic planning. They are responsible for setting the tone for the committee and work closely with the advisor to oversee overall operations and support each coordinator.

7. How has SAC reached out to the student body for input and feedback regarding events and operations? How does SAC intend to do so in the future?

SAC has various initiatives to gather feedback and input from the student body. SAC utilizes feedback through automatic UIS connection feedback surveys that students receive immediately after an event finishes. SAC also offers a general body to attend meetings and contribute to conversations both pre and post-events. SAC hosts events tailored to the student body's interests to ensure engagement and relevance.

a. Does SAC seek input from students regarding the hosting of events other than ones found at conferences?

Yes, SAC does look for student input when it comes to planning events beyond those tied to conferences. We want our events to reflect what students actually want to see and be a part of, so we've done public surveys to get a sense of what people are interested in. We also encourage feedback and ideas from our general body members during meetings. This helps us make sure we're planning events that are fun, relevant, and engaging for the whole campus.

8. Please provide a list of the external vendors used for events and the price associated with booking them. Please note any discounts gained through actions or other measures taken by SAC.

SAC usually collaborates with numerous vendors throughout the school year. Some of The vendors we have used in previous events include the following:

- Record-A-Hit Inc.
- Campus Spa
- Metropolis Management
- RK Entertainment
- Everything but the Mime
- Fun on the Run
- Degy Booking International Inc.
- ACW Entertainment
- Yugar Productions
- SWANK Motion Pictures
- DJ Yinka
- United in Hyper Health and Wellness
- Bass/Schuler Entertainment
- College Agency
- Fun Enterprises
- Metropolis Management and Entertainment
- Neon Entertainment
- Sophie K. Entertainment
- AXIOM Inc.

With these booking agents the types and costs of these programs vary so there is not a specific set price tied to them. However, here are some vendors we have planned for the upcoming Fall semester along with their estimates that will be hosted:

- DJ Yinka (We Outside... w/ Walking Tacos) (\$450)
- Yugar Productions (Attaboy) (\$2200)
- Campus Spa (Relax w/SAC) (~\$2850)
- Metropolis Management and Entertainment (Psychic Soulmates) (\$4500)
- AXIOM Inc.(Maya Piata) (\$2500)
- Degy Booking International Inc. (Chibbi) (\$2200)
- United in Hyper Health and Wellness (Madam Nselaa Ward) (\$4000)
- Metropolis Management and Entertainment (Lyrical Faith) (\$3000)
- Degy Booking International Inc. (Carmen Dianne) (\$1650)
- ACW Entertainment (Trivia Night during Spring Welcome Week) (\$5500)

9. How has SAC's bylaws influenced decision-making, operations, and allocations?

- a. When were the bylaws last reviewed or updated to ensure compliance and improve processes? SAC has not reviewed our bylaws**

10. In what ways can the SGA offer better support and collaborate with SAC in the future?

To strengthen collaboration and enhance mutual support between the Student Government Association (SGA) and the Student Activities Committee (SAC), several key improvements can be made. One step is ensuring consistent SGA representation at SAC meetings, as outlined in your bylaws. Having an SGA representative present at these meetings would help bridge the communication gap and prevent misunderstandings or unnecessary questioning that arise from being uninformed. Their attendance would allow SGA to stay updated in real-time on SAC's plans, challenges, and programming efforts, fostering a more cooperative and informed relationship.

Currently, SAC has not been able to applaud or recognize any direct support from SGA, not due to a lack of willingness, but due to a clear absence of collaboration. While SAC has offered constructive feedback to SGA with the intent to improve coordination and communication, the lack of follow-through has been discouraging. For future improvement, SAC recommends that SGA not only listen to but also actively act upon feedback provided by student organizations. There should be a shared commitment to continuous improvement and responsiveness.

Additionally, there needs to be more leadership continuity across all three standing student organizations (SGA, SAC, and the Student Organization Funding Association). This could take the form of joint leadership retreats, monthly inter-organization check-ins, or shared planning sessions to promote unity and transparency. Regular updates and open lines of communication between these standing student organizations would allow

for more proactive and efficient programming rather than end-of-year recaps that often come too late to be impactful.

To move forward, SGA can also support SAC by amplifying events through their communication channels, advocating for shared resources, and helping streamline processes that often get caught in bureaucracy. Stronger partnerships and more intentional collaboration will not only enhance the student experience but also model the kind of leadership and unity that student government is meant to represent.