



# LEGISLATIVE BRANCH

CONFERENCE, REGISTRATION, AND TRAVEL

UCF Student Government  
CRT Committee Meeting  
Charge on Chamber  
01/08/24  
3:00 PM

## MEETING AGENDA

1. Call to Order: 3:00 PM
2. Roll Call & Verification of Quorum(3): 3/4

Name	Email	Initial	Final
Chair Cimillo	<a href="mailto:sga_crt@ucf.edu">sga_crt@ucf.edu</a>	P	P
Vice Chair Caringal	<a href="mailto:sgacie3@ucf.edu">sgacie3@ucf.edu</a>	P	P
Senator Contti	<a href="mailto:sga_ecs3@ucf.edu">sga_ecs3@ucf.edu</a>	A	A
Senator Yera	<a href="mailto:sgaecs12@ucf.edu">sgaecs12@ucf.edu</a>	E	E
ORS Representative	<a href="mailto:sgaors@ucf.edu">sgaors@ucf.edu</a>	P	P
Pro Tempore Representative	<a href="mailto:sga_dleg@ucf.edu">sga_dleg@ucf.edu</a>	A	A

3. Approval of the Minutes: approved by gc.
4. Approval of the Agenda: approved by gc.
5. Announcements from the Chair
  - a) Good to see y'all.
6. Announcements from the Vice-Chair
  - a) Welcome back, happy new year's, let's have a good last 3-ish months <3.
7. Announcements from Committee Members
  - a) Temple: Sign up for day of the capital. Prep starts tomorrow.
8. Announcements from Non-Committee Members
  - a) None.
9. Old Business
  - a) Allocations
    - i) [55-365 Mackenzie Bland](#)  
(1) Speech
      - (a) Happy new year! I am a third year PhD student going to A winter marketing association conference to present my research. 449 by the

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17<sup>th</sup>, 549 after the 17<sup>th</sup>. The hotel rates for the conference have been sold out. The conference is in St. Pete.

## (2) Questioning

- (a) Temple: First time requesting funds?
  - (i) First time this year, but I have in the past.
- (b) Temple: Are you aware of the PFP?
  - (i) If you have anything left over to talk to the A&SF Office. Not sure about anything else
  - (ii) Temple: Explains the PFP.
- (c) Cimillo: To clarify, you only want registration?
  - (i) Yes
  - (ii) Cimillo: And the next amount after 1/17 is how much?
  - (iii) 549
  - (iv) Cimillo: I am going to increase registration to 549 since we can't fund before 1/17. Also since you are approved to 700, we can lower it, so reversions won't happen.
  - (v) Yes, that would be good. \$600 is fine just in case.
  - (vi) Caringal: MTD

## (3) Debate

- (a) Caringal: They have done this in the past and understand everything. Numbers look good. Voting in favor.
- (b) Caringal: MTV

## (4) Vote

**(a) 1-0-2 approved.**

## 10. New Business

### a) Allocations

- i) [55-393 Mu Beta Psi](#)

#### (1) Speech

- (a) Are you financially trained?
  - (i) Yes, I and two other officers are financially trained.
- (b) Are you familiar with the post-funding process?
  - (i) Yes, I and two other officers are familiar with the post-funding process.
- (c) Are you an international student?

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- (i) No. There are no international students who we anticipate attending the conference.
- (d) What are your dates of travel?
  - (i) The conference is from March 9-10. We anticipate travelling to Indianapolis March 8, and return March 11, per the hotel block dates. This information can be found at <https://convention.mubetapsi.org/> as well.
- (e) What are your requested costs, broken down by registration, lodging, and airfare?
  - (i) See attached spreadsheet for this. We anticipate using Indianapolis public transportation while in the city and have limited request for UCF funds to travel from the airport to the hotel and back. We did not request a per diem for food from SG, but it is included in the calculations for the sake of the membership, so they know what to anticipate.

Thing	Est. cost per person	Cost for 2 attendees	Cost for 3	Cost for 4	Cost for 5	Cost for 6	Source
Hotel (block)	686.55	686.55	686.55	686.55	686.55	686.55	hotel website
Airfare	\$666	1332	1998	2664	3330	3996	AirTreks Trip Planner IndyGo (Indianapolis public transport)
Public Transit	\$4	7	10.5	14	17.5	21	
Food	241.5	483	724.5	966	1207.5	1449	gsa.gov
Registration	\$35	70	105	140	175	210	Alaces
<b>Total</b>	<b>1632.55</b>	<b>2578.55</b>	<b>3524.55</b>	<b>4470.55</b>	<b>5416.55</b>	<b>6362.55</b>	

- (f) Are you planning to graduate any time before or near the dates of your travel/conference? If yes, we may not be able to fund.
  - (i) No, nor are any members graduating in Spring 2024 to my knowledge.
- (g) Is registration the early bird rate and when it would end?
  - (i) There is no early bird rate for registration and to my knowledge registration ends at the beginning of March.
- (h) We are unable to get the funding to you until February 2nd does this cause any concern or conflict?

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- (i) Not necessarily, the only concern would be that airfare prices would increase.
    - (2) Questioning
      - (a)
    - (3) Debate
      - (a)
    - (4) Vote
      - (a) 2-0-1 approved.**
  - ii) [55-392 Kaitlyn Gregorio](#)
    - (1) Speech
      - (a) Are you financially trained?
        - (i) Yes, I have done the WebCourses course.
      - (b) Are you familiar with the post-funding process?
        - (i) Yes
      - (c) Are you an international student?
        - (i) No
      - (d) What are your dates of travel?
        - (i) 3/14/24 - 3/15/24
      - (e) What are your requested costs, broken down by registration, lodging, and airfare?
        - (i) Registration (early bird): \$127
        - (ii) Lodging: \$259 (\$259/night)
        - (iii) Airfare: \$367
      - (f) Are you planning to graduate any time before or near the dates of your travel/conference? If yes, we may not be able to fund.
        - (i) No
      - (g) Is registration the early bird rate and when it would end?
        - (i) Yes, ends 2/16/24.
      - (h) We are unable to get the funding to you until February 2nd does this cause any concern or conflict?
        - (i) No
    - (2) Questioning
      - (a) Caringal: MTD
    - (3) Debate
      - (a) Caringal: Looks so good. Voting in favor
    - (4) Vote
      - (a) 2-0-1 approved.**
  - iii) [55-379 Geotechnical Engineering Institute](#)

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- (1) Speech
  - (a) Presentation
- (2) Questioning
  - (a) Borges: Do you have 2 financial officers?
    - (i) Yes
  - (b) Borges: All 3 people are presenting.
    - (i) Yes
  - (c) Borges: How will you cover any overages?
    - (i) College and a donor.
  - (d) Borges: Do you understand the forms to submit?
    - (i) Yes
  - (e) Borges: What will you do if someone can't go?
    - (i) We have many backups who want to go.
  - (f) Caringal: Where is the conference?
    - (i) Vancouver
    - (ii) Caringal: Do you understand the UCF global process?
    - (iii) Yes
  - (g) Borges: MTD
- (3) Debate
  - (a) Caringal: Looks good, has backups and costs covered. Voting in favor.
  - (b) Borges: MTV
- (4) Vote
  - (a) 2-0-1 approved.**
- iv) [55-396 Andrew Adeyiga](#)
  - (1) Speech
    - (a) I was accepted to a conference in Long Beach. I am asking for registration which was originally 440 now 565. My original was 500, but if we can change to 600 that would help fund registration. I should have funding secured for lodging and flights.
  - (2) Questioning
    - (a) Cimillo: When is registration due?
      - (i) No due date, it does increase tomorrow.
    - (b) Borges: We can fund up to 700, do you want us to fund the exact or with a buffer?
      - (i) A buffer would be fine.

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- (c) Caringal: MTD
- (3) Debate
  - (a) Caringal: Super simple, registration only and we changed it to the new amount so looks good. Voting in favor
- (4) Vote
  - (a) 2-0-1 approved.**
- v) [55-383 Selina Hays](#)
  - (1) Speech
    - (a) Are you financially trained?
      - (i) Yes, I have completed the training course and will attach a screenshot of my grades to this email.
    - (b) Are you familiar with the post-funding process?
      - (i) No; I have read the information provided by the financial training WebCourses, but I have never gone through this process before.
    - (c) Are you an international student?
      - (i) No
    - (d) What are your dates of travel?
      - (i) March 26 - 30 or 31, 2024, which is explained below.
    - (e) What are your requested costs, broken down by registration, lodging, and airfare?
      - (i) The form I submitted is requesting funding for airfare; I initially requested \$500 to cover the cost of the \$491 roundtrip flight for 3/26-3/30, but during this process, the price has fluctuated. On Friday, January 5th, it dropped to \$373, but as of today, Sunday January 7th, it has increased to \$686 for the requested dates. If the departure date is changed to March 31, 2024, the price lowers to \$607 as of 1/7/24. I have attached screenshots of these prices to this email. I would like to maintain the request of \$500 to account for the average of this price and should the price drop again by the time funding gets to me, I will take any steps to contact the committee. I have already personally paid for my registration and am anticipating covering my own lodging as well.

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- (f) Are you planning to graduate any time before or near the dates of your travel/conference? If yes, we may not be able to fund.
  - (i) No
- (g) Is registration the early bird rate and when it would end?
  - (i) Early registration for this conference was in November 2023, I paid for it myself. I can send a screenshot of my proof of purchase if needed, though.
- (h) We are unable to get the funding to you until February 2nd does this cause any concern or conflict?
  - (i) It may cause a conflict due to the way the price of this flight has fluctuated, as explained above.
- (2) Questioning
  - (a) Caringal: MTD
- (3) Debate
  - (a) Borges: Seminar, Grad, 450, awesome. Voting in favor
- (4) Vote
  - (a) **2-0-1 approved.**
- vi) [55-388 Brianna Nardelli](#)
  - (1) Speech
    - (a) Undergrad junior in marine bio. Attending conference in Thailand. From 3/24-29. Presenting my poster presentation representing a UCF group. Asking for lodging, 106, 6 nights, around 636 total. The airfare is about 1600.
  - (2) Questioning
    - (a) Caringal: Do you understand the UCF Global process?
      - (i) Yes, I did that back in November.
    - (b) Borges: we can fund up to 1000, how will you cover the rest?
      - (i) Grants and out of pocket.
    - (c) Borges: DO you understand the PFP, are you financially trained?
      - (i) Yes. Yes.
    - (d) Caringal: To confirm you are undergrad.
      - (i) Yes
    - (e) Borges: MTD
  - (3) Debate

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- (a) Borges: Look good, voting in favor.
- (b) Borges: MTV
- (4) Vote
  - (a) 2-0-1 approved.**
- vii) [55-381 Centaurus Horn Club](#)
  - (1) Speech
    - (a) Looking to play as a horn. It is in Athens, and we want to take 14 students. 23-25 of Feb. Registration and hotels. Early registration ends on the 15th. 1050 for 75 each. Late is 135 for student 1890. 5 students want to compete for 25 per so an extra 125. Lodging we originally requested is no longer available. It is 119 a night 4 rooms. 3 nights is 1428 before tax.
  - (2) Questioning
    - (a) Borges: Are there 2 authorized officers? Are the FT? Are all 14 performing?
      - (i) Yes, yes, yes.
    - (b) Borges: We can approve 3000, how will you cover the remaining?
      - (i) Our professor can get funds from SGA. There is an aux. Funds for our prof through the universities where we can cover the registration now.
      - (ii) Borges: Not sure exactly how that process would work. Would have to be a second until I can answer that as it is a little more complicated.
      - (iii) Borges: It is possible, might be hard to do but it doesn't have any policies against it. May need to reach out to Phong. An instrument group in the past had some issues so I would clarify with Phong.
    - (c) Borges: If someone drops out, what will you do to replace them?
      - (i) We have a backup.
      - (ii) Borges: Explain prorated funding.
    - (d) Caringal: MTD
  - (3) Debate
    - (a) Cimillo: Should we approve pending Phong's response?

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- (i) Borges: We can approve as is because if they approve now and don't get approval from Phong, they'll still get the money.
      - (b) Borges: Looks good, voting in favor.
    - (4) Vote
      - (a) 2-0-1 approved.**
  - viii) [55-398 Chelsea Rose](#)
    - (1) Speech
      - (a) Second year master's student. 500 for airfare. Held in Las Angelas from 3/20-23. Presenting a podium presentation. The airfare is about 350. I want to request 500 to allow for the buffer. Any extra funds will be covered by fellowships or out of pocket.
    - (2) Questioning
      - (a) Borges: Are you FT? We can approve at 500, if we did it at 500, you need to use at least 400.
        - (i) Yes, Yes keep at 500. 350 is pure flight without luggage.
        - (ii) Borges: any additional cost, we cannot fund such as extra bags.
        - (iii) Yes, that is fine.
      - (b) Caringal: MTD
    - (3) Debate
      - (a) Caringal: Looks good, they had everything we needed. Voting in favor.
      - (b) Borges: MTV
    - (4) Vote
      - (a) 2-0-1 approved.**
  - ix) [55-380 Tarek Obeid](#)
    - (1) Speech
      - (a) 2<sup>nd</sup> year med student. I was accepted to present research at the conference. Requesting lodging, flight, and registration. Registration was 440 and now is 565. Flights are around 265.
    - (2) Questioning
      - (a) Borges: We can fund up to 700, how will you pay for the rest?
        - (i) I will request funding through my college and the rest will be out of pocket.

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- (b) Caringal: Where was the conference located?
  - (i) Long Beach CA
- (c) Cimillo: Since we can only do 700, is there anywhere you want us to focus on?
  - (i) Registration is 1<sup>st</sup>, hotel would be the next best and the flight last.
- (d) Borges: Not 100% sure how giving out money works. If registration goes up soon, would you rather you pay that now out of pocket, and we cover lodging and flights?
  - (i) Yea we can do lodging and flights instead since the college may be more likely to pay for registration.
- (e) Caringal: MTD
- (3) Debate
  - (a) Caringal: Everything looks good, you have backups in place. Voting in favor.
- (4) Vote
  - (a) 2-0-1 approved.**
- x) [55-387 Hassan Alabdullah](#)
  - (1) Speech
    - (a) I am attending a conference on 2/13. Industrial engineer PhD. The registration is 400. The hotel cost 650.
  - (2) Questioning
    - (a) Caringal: Where is the conference located?
      - (i) Atlanta
    - (b) Borges: We can cover 450, how will you cover unfunded portions?
      - (i) Out of pocket
    - (c) Borges: Are you FT?
      - (i) Yes
    - (d) Borges: Are you an intl student?
      - (i) Yes
      - (ii) Borges: Do you understand the extra processing for UCF Global?
        - (iii) Yes
    - (e) Borges: MTD
  - (3) Debate

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- (a) Caringal: Everything looks good, voting in favor.
    - (b) Borges: MTV
  - (4) Vote
    - (a) 2-0-1 approved.**
- xi) [55-3892 Abinaya Sindu Pugazhendhi](#)
  - (1) Speech
    - (a) I am in the college of medicine. I am presenting my research in Long Beach, CA. I am applying for lodging, travel and registration. Registration is 565 .
  - (2) Questioning
    - (a) Cimillo: We can fund up to 700, did you want to focus the money somewhere?
      - (i) There is another conference in March, can we use it for that?
      - (ii) Cimillo: Explains travel and lodging 50-mile restriction. We can deny this one and we can see you next week for the next conference.
      - (iii) Ok then we can deny this one and I will re-apply for a different one.
    - (b) Cimillo: MTV
  - (3) Debate
    - (a)
  - (4) Vote
    - (a) 0-2-1 denied.**
- xii) [55-384 Damaris Acosta](#)
  - (1) Speech
    - (a) Move to deny, no longer attending conference. Selin
  - (2) Questioning
    - (a)
  - (3) Debate
    - (a)
  - (4) Vote
    - (a) Denied**
- xiii) [55-385 Stephania Mondragon](#)
  - (1) Speech
    - (a)

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- (2) Questioning
  - (a)
- (3) Debate
  - (a)
- (4) Vote
  - (a) Postponed**
- xiv) [55-389 Mohammed Alammari](#)
  - (1) Speech
    - (a) I am a grad and intl student. I am asking for registration and lodging located in Atlanta from 2/13-15. I am asking for 850 total.
  - (2) Questioning
    - (a) Borges: This was submitted as observational research, what will you be observing?
      - (i) I will just be listening.
      - (ii) Borges: Explains funding tiers and seminar/networking tier.
    - (b) Cimillo: You understand the UCF global stuff as well?
      - (i) Yes
    - (c) Borges: MTD
  - (3) Debate
    - (a) Caringal: Everything looks good, voting in favor.
    - (b) Borges: MTV
  - (4) Vote
    - (a) 2-0-1 approved.**
- xv) [55-386 Alexandra Frank](#)
  - (1) Speech
    - (a) Are you financially trained?
    - (b) Yes, I have completed the most recent financial training on WebCourses and secured the necessary scores.
    - (c) Are you familiar with the post-funding process?
    - (d) Yes.
    - (e) Are you an international student?
    - (f) No.
    - (g) What are your dates of travel?

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- (h) The American Counseling Conference takes place in New Orleans, LA on April 11th - 13th. I plan on traveling there on the 11th and leaving on the 13th.
- (i) What are your requested costs, broken down by registration, lodging, and airfare?
- (j) Registration: \$310 for student registration
- (k) Lodging: the conference hotel special rate is \$289/night (\$578 total)
- (l) Airfare: \$310 roundtrip
- (m) Total: \$1,198
- (n) Are you planning to graduate any time before or near the dates of your travel/conference? If yes, we may not be able to fund.
- (o) I plan to graduate in May 2024-- at the end of the semester of travel.
- (p) Is registration the early bird rate and when it would end?
- (q) Yes, early bird registration ends February 12th.
- (r) We are unable to get the funding to you until February 2nd does this cause any concern or conflict?
- (s) That works!
- (2) Questioning
  - (a)
- (3) Debate
  - (a) Cimillo: Hit funding cap.
- (4) Vote
  - (a) Denied**
- xvi) [55-390 Rachel Buksbaum](#)
  - (1) Speech
    - (a) Yes, I am financially trained.
    - (b) Yes, I am familiar with the post funding process. I previously went through the process as I received CRT funding for a different conference last spring semester (2023).
    - (c) No, I am not an international student.
    - (d) The dates of travel are Wednesday March 13, 2024, through Saturday March 16, 2024.

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- (e) My requested costs are for lodging at the Doubletree by Hilton at the Entrance to Universal Orlando. The price is \$194.00 per night, and I am staying for 3 nights. I understand the maximum amount funded is \$500. I am not requesting any funding for registration costs or travel costs as I have personally covered the registration costs and there would be very minimal travel costs if I stayed at the hotel as that is where the conference is being held.
- (f) No, I am not planning to graduate before or near the dates of the conference. I plan to graduate in the spring semester of 2025.
- (g) The lodging cost does not have an early bird rate. This price is the conference group rate that ends on February 22, 2024.
- (h) No, receiving the funding on February 2nd does not cause any concern or conflict.

(2) Questioning

(a)

(3) Debate

(a)

(4) Vote

**(a) Denied**

xvii) [55-397 Nickolas Kessler](#)

(1) Speech

(a)

(2) Questioning

(a)

(3) Debate

(a)

(4) Vote

**(a) Postponed**

xviii) [55-391 Avaneesh Kunta](#)

(1) Speech

- (a) 2<sup>nd</sup> Year med student. I am presenting my research project. The registration is covered already. I am requesting airfare and hotel. I have updates on prices. The airfare is 790 and hotel for 3 nights is

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# LEGISLATIVE BRANCH

CONFERENCE, REGISTRATION, AND TRAVEL

UCF Student Government  
CRT Committee Meeting  
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3:00 PM

214. International conference in Barcelona and have completed ucf global processes. Total should be a little over 1000.

(2) Questioning

(a) Borges: We can fund 1000, how will you cover the extra costs?

(i) Out of pocket.

(b) Cimillo: Do you understand the regulations around travelling internationally?

(i) Yes, on the UCF global form, I saw their requirements.

(c) Borges: DO you understand the PFP?

(i) Yes

(d) Borges: MTD

(3) Debate

(a) Caringal: Had everything ready for us, numbers look good. Voting in favor.

(4) Vote

**(a) 2-0-1 approved.**

xix) [55-394 Bushra Ashraf](#)

(1) Speech

(a) I am presenting at a conference. Looking for lodging and flights. Registration is from my college.

(2) Questioning

(a) Caringal: Can you clarify your costs?

(i) Flights are between 350-400 and lodging is a weeklong 850-1000.

(b) Cimillo: We can approve to 700, is there anywhere you want us to focus the money on? How will you cover anything past 700?

(i) College funds and funds from advisor. We can focus it on lodging.

(c) Borges: Do you understand the PFP?

(i) Yes

(d) Caringal: MTD

(3) Debate

(a) Borges: Sounds great, voting in favor.

(b) Borges: MTV

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- (4) Vote
  - (a) 2-0-1 approved.**
- xx) [55-395 Azina Rahmani](#)
  - (1) Speech
    - (a) I am attending in March and requested a hotel. 5 nights is over 700. Registration is 500 that I will receive from college of sciences.
  - (2) Questioning
    - (a) Borges: We can fund at 700, if any costs go past 700, how will you cover it?
      - (i) I can get money from the college of sciences. The cheapest hotel was 800 so the college can cover anything over.
    - (b) Caringal: Are you FT.
    - (c) Cimillo: Are you an international student?
      - (i) Yes
      - (ii) Cimillo: Do you understand the UCF global process?
      - (iii) Yes
    - (d) Borges: Do you understand the PFP?
      - (i) Yes
    - (e) Caringal: MTD
  - (3) Debate
    - (a) Borges: Sounds good, documents are good. Voting in favor.
    - (b) Caringal: MTV
  - (4) Vote
    - (a) 2-0-1 approved.**
- xxi) [55-399 Ritesh Ghorpade](#)
  - (1) Speech
    - (a) Postpone to next meeting.
  - (2) Questioning
    - (a)
  - (3) Debate
    - (a)
  - (4) Vote
    - (a) Postponed**
- xxii) [55-400 Cynthia Castro](#)
  - (1) Speech

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- (a) I am financially trained. I've attached proof of my course completion to this e-mail.
  - (b) I am familiar with the post-funding process, I understand that after funding is approved after the CRT committee meeting, I will need to complete the paperwork associated with the Travel, and this paperwork will need to be sent to the A&SF Office along with the assigned Travel Coordinator before my expense requests are processed. After my travel, I must provide a registration invoice from the conference, the conference agenda, and receipts/proof of my hotel stays and flights.
  - (c) I am not an international student.
  - (d) I will be traveling Monday, 02/26/2024 and returning Thursday, 02/29/2024.
  - (e) Registration: \$100, Lodging: \$520.17, Airfare: \$401.96
  - (f) No, I am not graduating any time near the travel date.
  - (g) No, it is not the early bird rate. The last day to register is February 17<sup>th</sup>.
  - (h) No, February 2<sup>nd</sup> works great!
  - (i) Speech: Requesting some buffer for prices. Total was 1021 when submitted.
- (2) Questioning
- (a) Borges: We can approve 500, how will you fund the rest?
    - (i) I can talk with my PI and out of pocket.
  - (b) Caringal: MTD
- (3) Debate
- (a) Borges: Sounds great.
  - (b) Borges: MTV
- (4) Vote
- (a) 2-0-1 approved.**

## 11. Member Discussion

- a. None.

## 12. Miscellaneous Business

- a) None.

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- b) Caringal: MTAPFRC
- 13. Final Roll Call: 3/4
- 14. Adjournment: 4:33 PM

Key:

- P - Present
- A - Absent
- FT - Financial Training
- MTD - Move to Debate
- MTV - Move to Vote
- MTA - Move to Amend
- PFP - Post Funding Process
- PP - Postpone
- PPI - Postpone Indefinitely
- GC - General Consent

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