LEGISLATIVE BRANCH

CONFERENCE, REGISTRATION, AND TRAVEL

UCF Student Government
CRT Committee Meeting
Charge on Chamber
05/27/2025
12:00 PM

MEETING AGENDA

1. Call to Order: 12:01 PM

2. Roll Call & Verification of Quorum (7): 9/13

Name	Email	Initial	Final
Chair Sherman	sga_crt@ucf.edu	P	P
Vice Chair Vacant			
Senator Casimiro	sga_ba1@ucf.edu	P	P
Senator Trejo Hernandez	sgaecs13@ucf.edu	P	P
Senator Jain	sgacie2@ucf.edu	A	A
Senator Jones	sga_sci5@ucf.edu	P	P
Senator Kapinos	sga_ba4@ucf.edu	P	P
Senator Lipner	sga_ugst1@ucf.edu	P	P
Senator Luecht	sgaecs7@ucf.edu	P	P
Senator McRay	sga_sci8@ucf.edu	A	A
Senator Prol	sgaecs9@ucf.edu	P	P
Senator Rosenblum	sgasci11@ucf.edu	A	A
Senator Smith	sga_cah3@ucf.edu	P	P
Senator Wangen	sgachps5@ucf.edu	P	P
ORS Representative	sgaors@ucf.edu	A	A
Pro Tempore Representative	sga_dleg@ucf.edu	E	E

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3. Approval of the Minutes: 05_20_2025 CRT Meeting Agenda.docx Approved by GC

4. Approval of the Agenda: Approved by GC

5. Announcements from the Chair

   a) Hi everyone, not too much on the agenda today aside from the Vice Chair election. After that we'll briefly walk through a practice allocation request so you all can get a feel for how the committee will operate going forward.

   Yesterday, FAO Chair Luecht and I had a very productive meeting with Comptroller Drinkwater. We made several updates to the KnightConnect forms and we're looking to get those open before the end of this week so we can start seeing requests in committee next Tuesday. We also discussed how we wanted to divide our budgets for each quarter, which I'd like to go over with you all today as well.

6. Announcements from the Vice-Chair

   a) Thank you all for electing me as vice chair! I look forward to working with chair Sherman and the rest of you!

7. Announcements from Committee Members

   a) None

8. Announcements from Non-Committee Members

   a) None

9. Old Business

   a) None

10. New Business

   a) Sample Allocation Walk-Through from 56th Session
   2024_06_03 CRT Meeting Agenda.docx
   56-007 Sarah Hall
   CRT Tracker 2024-2025.xlsx
   Questions to Ask

   i) Sherman: We are going to walk through an allocation from the 56th session and go through how that worked, and allocations will work going forward. When we are going through allocations, you will have the agenda open for that meeting. Additionally, there will be two things ideally, that you would have opened. One would be the link for every new allocation on the agenda, like the 56-007 Sarah Hall. That will take you to all the supporting documents that the individuals provided. So, in this case, there are quotes for registration travel and lodging as well as an overview of what conference they are attending, things like that, as

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well as if you want to have the CRT Tracker open. This is separate from the master tracker that the business office provides. This is the tracker that the committee uses to look at all the allocations and bills and all the information. The most relevant I would say is the registration, travel, and lodging expense column, as well as just the overall requested amounts, which you will reference when you debate. This what you would normally have open during a meeting. I'll ask for a motion for speech, question, and debate. Usually its a 5-5-5. When we move into speech the RSO will describe why they are requesting funds. The RSO could possibly request on the knight connect form that a committee member will request committee representation at CRT. If that happens one of you will present on behalf of that organization but we will talk about that later. We would now move into questioning. I've linked chair Caringal's good to ask questions from last session as a reference. No questions. Then we would move to debate. You will be speaking in favor or negation of the bill or allocation. Then we will move to vote. Since we are hybrid we will just put it in the chat. The form should be opened before the end of this week and the cutoff being Sunday to be seen at the meeting. We should be able to have request seen this week.

ii) Hernadez: For attendance you can see that we are all here, it would make it easier.

iii) Sherman: I will take note of that.

iv) Lipner: Did you talk with Brody to make sure using old allocations isn't against FRPA?

v) Sherman: I did not. I assumed that since the documents are public, it wouldn't be an issue.

vi) Wangen: It's already in public records, so it's not violating anyone's privacy.

11. Member Discussion

a) Sherman: Quarterly Budgets
   2024-2025 Fiscal Year CRT Master Tracker 3.10.25.xlsx

   i) Sherman: This is where I just wanted to quickly talk with you all about our quarterly budget, as I kind of mentioned in Lipner's question earlier. This is not a hard, fast number. If we go under, we can roll over the mountain to the next quarter. If we go over, certainly a reason for caution, but it's not the end of the world. So, I linked last year's CRT Master Tracker. Everyone draw your attention to the orange box. In the first column there is a quarterly budget for 24-25. In the last two columns you can see how much they used and how much they ended up rolling over into the next semester. So

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yesterday in our meeting with the comptroller I tentatively decided on a budget for each quarter. Q1: 60K, Q2: 160K, Q3: 200K, and Q4: 100. This should all add up to 520,000, which is how much we have to allocate for 2025-26. My rationale here is if you look at quarter one, they did budget $100,000 but only 42,000 was allocated, so 60K would be a good compromise. Quarter 3 was huge for CRT last year. They allocated $220,000 in the last session. I thought it would be a good idea to bring that amount up by taking away some from quarter 1. In quarter 4 we ran out of funds so I would bring that up to 100,000. I am open to any suggestions.

ii) Lipner: I am having a little trouble accessing the master tracker through the agenda. I'm not sure if anyone else is having the same problem.

iii) Sherman: If you go into the CRT folder under tracker and the 56th session, it should be there as well.

iv) Lipner: Sorry, can you reiterate exactly where you put the estimated totals for budgeting.

v) Sherman: I haven't written them anywhere, but I will include it under the tracker. Q1: 60K, Q2: 160K, Q3: 200K, and Q4: 100. Yes it does add up to 520,000. If you want to change it or add anything to it, its here.

vi) Wangen: My only concern is that we are putting too much into the last quarter because these funds can't roll over.

vii) Sherman: This is a great point! Do you have any suggestions?

viii) Wangen: Move the quarter 4 cap to 80K.

ix) Lipner: Frankly, I'm against setting quarterly budgets altogether throughout the last session. I don't agree with them, and it feels really, really bad to tell someone that they're not going to get money because we spent too much in that quarter, which may or may not be a semester or two in the future. For those reasons, I suggest we just simply follow what the previous session did where we limited how many students went to an individual conference as opposed to specifically limiting semesters, because I think it's hard to quantify the number of students who go to an event in the springtime and in the summertime, which is much more high than the amount of people who go to fall or early summer events.

This is specifically important because individuals are not often going to be looking for conferences in the fall but will be doing so much more frequently in the springtime and in the early summertime. And so, with those many outward factors that play into how people like request funds and when, I think it's so difficult for us as committee to make these limits, if that makes sense.

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x) Sherman: I do want to clarify; I don't think this would ever be used to like deny funding any time. It's just more of a benchmark for ourselves and statutorily required. So, it is as much as we can do just to kind of stick on that track and to take precedent from last year's committee, I think that's all we can do, really.
But this would never be used to kind of deny. I don't want that.

xi) Kapinos: You know, I was just, you, want to clarify with the quarterly budgets that we have, even if, let's say we go over budget in quarter one, right, we can still reallocate funds that we had for a quarter two and beyond that into quarter one, so that they can get funding. But I do agree with some points. I think that it would be smart if we wanted to also restrict how many people can attend these conferences to stay on track too.

xii) Sherman: So, I'll write in here, like a 20-person limit for the same conference.
I believe that's what CRT did last year. So, with those two things, are there any other kinds of proposed changes before we try?

xiii) Lipner: I mean, I believe the limit was on undergrad, because there were some conferences where there was so bunch of, like, graduate students and undergrads attending. We created the cap because it's more, so that the undergrads were intending just to network and not present a thesis.

xiv) Sherman: Okay so a limit of 20 undergrad students. Is that okay with everyone?

xv) Lipner: If I can cut in. If I remember correctly, the limit that we set was 20 seminar networking students.
So not necessarily students presenting research, but people who are going to just network seminars. So that's why it wasn't really applicable to those grad students.

xvi) Final Changes: Q1 $60k, Q2 $180k, Q3 $200k, Q4 $80k. 20 undergraduate students limit for the same seminar/network event. Approved by GC

12. Miscellaneous Business

a) Vice Chair Elections:
   i) Nominations
      (1) Victoria Jones
   ii) Speech 5
      (1) Sophomore from Jacksonville, in College of Sciences, majoring in journalism. Likes loki, sinners, and drives a jeep. IN BSLS, club rugby, secretary. In SGLC last year, marketing committee and SLC.

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Able to attend ORS and CRT, understands Title VIII and Appendix A. Drawn to SG by watching RSO funding requests. Platform when running was improving communication and helping RSOs. CRT Vice is a good fit because she will gain good understanding of fiscal process. Will take detailed notes, committed to helping RSOs succeed. Will submit minutes in a timely manner. Will be there for chair and committee members. Organization, support, communication. Audio recordings for meetings to listen back and correct minutes. Will update documents such as attendance tracker. Will help chair plan meetings and create agenda and will help share responsibilities. Will collaborate with chair on initiatives and will bring clarity to leadership. Sample attendance tracker.

    iii)   Questioning 5
        (1) Lipner: Holding chair accountable, how would this happen?
        (2) Jones: Allocations that haven't been checked, will keep things flowing
        (3) Trejo Hernandez: How fast can you type?
        (4) Jones: Practicing a lot, don't know exactly.
        (5) Kapinos: Previous involvement, any other commitments into the next year?
        (6) Those listed.
    iv)   Debate 5
        (1) Lipner: Extremely qualified, initiatives are good. Important steps to take in leadership. Fresh set of eyes is welcome, will be voting in favor.
    v)   **Vote: 10-0-01 Jones elected as Vice Chair**

Announcements:
    13. Final Roll Call: 9/13
    14. Adjournment: 12:29 PM

Key:

    P - Present
    A - Absent
    MTD - Move to Debate
    MTV - Move to Vote
    MTA - Move to Amend
    PFP - Post Funding Process

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PP - Postpone
PPI - Postpone Indefinitely
GC - General Consent

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