

UPAC Allocation Night Minutes

Date: 10/24/2023

Organization Name: Ri3D at Penn State

Budget(s) to be Reviewed: Equipment

Committee:	NAT
Committee Chair:	Sam
UPAC Advisor:	Jayla
Committee Members:	Aidan, Tom, Alex, Shayla
Minutes Taker(s):	Aidan & Shayla
SCT Member(s):	

Organization Presenter:	Jacob Thompson
Presenter's Email:	jnt5234@psu.edu

Minutes:

Description of the Budget:	
<p>The purpose of "Robot in 3 Days at Penn State" is to inspire and inform high school robotics teams by designing and building a full 125-lb FIRST Robotics Competition robot in 3 days! Our build event this year will be hosted Jan 6 - Jan 8, 2024, but to achieve the 3-day deadline, we will need all necessary parts on-hand before the event. Robot in 3 Days is based around the international high school FIRST Robotics Competition (FRC). There are currently over 80,000 students participating in FRC robotics each year from over 26 countries! FRC teams are given an annual robotics challenge to complete in 2 months. The purpose of our organization is to inspire and inform high school teams by doing it in only 3 days! We will host a 72-hour build event every January where we'll document the design, build, and testing processes. During and after the event, we'll share our robot to help teams learn from our experience. Our publications, which will include a livestream, a forum thread, and several YouTube videos and social media posts, will be viewed by hundreds of high school FRC teams!</p> <p>In these publications, we will display and promote FIRST's core values (More about FIRST - https://www.firstinspires.org/about/vision-and-mission). We will publish accessible content for all high school teams and encourage all members of Ri3D to make appearances in video publications. We will also focus on our design's failures to promote a culture of learning from mistakes rather than presenting ourselves as perfect designers. In addition to supporting the high school robotics community, Ri3D will give the Penn State engineering community an opportunity to build something bigger than ourselves. As of 9/22/23, we have 52 members who are all very excited to collaborate at the Build Event. In Ri3D, we've been clear from the beginning that diversity breeds success, and inclusion is critical. The largest role delegated to our 7 subteam leads is "to involve and include all subteam members," and we workshop ways to get more students involved at every lead meeting. As an organization with a large annual budget, we keep a detailed 'Bill of Materials' that keeps track of all the parts we need, as well as the quantity and pricing of them. Attached below is an updated Google Sheets link that houses all of this data.</p> <p>Club will be using this equipment to build a robot and show high school students how to do it</p>	
Questions from the Committee:	Responses from the Presenter:

1. Have you paid for anything yet?	1. No
2. Have your priorities for funding changed?	1. No
2. How will you fund anything that UPAC cannot cover?	3. 3,100 from EUC, company sponsors
3. Do you have University Approved storage? If so, where?	4. Yes, storage in the learning factory
4. Do all your items serve the same general purpose? If so, what is the purpose?	5. Yes, building the robot
5. Who will have access to this equipment?	6. Anyone on orgcentral roster, keeping track for who attends meetings, only people who attend enough meetings
6. Will you keep the robot/equipment after it is built?	7. Will lend it to high school and will have them back in 2 months
7.	8.
8.	9.
9.	10.

Committee Discussion:

SCT: I love this budget and I think what they are doing is incredible and I wish them all the best.

CM1: I think this is a good budget with a good purpose and all the items that they have requested fit within their organizations purpose

CM 2: I used to do first robotics, and this is a great program for Penn State to partake in

SCT Recommendation:

Recommendation:	\$5,000	
Amount Funded:	\$5,000	
2 nd By:	Shayla	
Equipment Breakdown (If needed)	<ol style="list-style-type: none"> 1. Item 74 2. Item 3. Item 4. Etc. 	<ol style="list-style-type: none"> 1. \$21.63 of item 74, full fund 1-73 2. \$0 numbers 74-87 3. \$XXX 4. Etc.
Vote:	Passes 4-0	

Additional Recommendations:

Recommendation:

Comments:

Vote:

We UPAC Allocation Night Minutes

Date: 09/26/23

Organization Name: Hospitality Management Graduate Student Org

Budget(s) to be Reviewed: Travel

Committee:	NAT
Committee Chair:	Sam L
UPAC Advisor:	Hannah
Committee Members:	Tom, Shayla, Jacob, Aidan
Minutes Taker(s):	Aidan & Shayla
SCT Member(s):	Alex

Organization Presenter:	Samantha (Da Hyun) Hwang
Presenter's Email:	dxh5680@psu.edu

Minutes:

Description of the Budget:	
On behalf of students at the School of Hospitality Management, our organization members are attending the 29th Annual Grad. Ed. & Grad. Stud. Research Conf. in Hosp. & Tourism in Miami, FL.	
Questions from the Committee:	Responses from the Presenter:
1. Did you pay for anything yet?	1. No
2. How did you determine who gets to go on the trip?	1. Submit applications to conference, 27 th – message back from conference for who goes, majority of students get to go
2. What is the primary purpose of attending the conference?	3. To share research and to practice/present at the conference
3. If networking was not a part of the conference, would you still attend?	4. Yes
4. How will you fund the portion that UPAC is unable to cover?	5. Funding from GPSA, the rest from the college
5. What do you plan to do while you're there? https://www.gradconfht.com/schedule/	6. Present my paper and get an idea of the hospitality industry at the moment. Lots of knowledge from other institutions as well
6. Have any of your priorities changed?	7. No
7.	8.

8.	9.
9.	10.

Committee Discussion:
SCT : This is a great budget, it is a great opportunity for them to present at the conference and they seem really passionate about what they are doing and it's nice to see people that are passionate.
CM 1: This is a good budget; it is important for us to help Penn State become more well-known on a global scale and by allowing our fellow students to go the conferences will be great for Penn State.
CM 2: Wonderful opportunity, love what they're doing, going to be a great conference

SCT Recommendation:									
Recommendation:	Full funding to cap of \$5,000								
Amount Funded:	Full funding to cap of \$5,000								
2 nd By:	Tom								
Equipment Breakdown (If needed)	<table border="1"> <tr> <td>1. Airfare</td> <td>1. \$5,000</td> </tr> <tr> <td>2. Item</td> <td>2. \$XXX</td> </tr> <tr> <td>3. Item</td> <td>3. \$XXX</td> </tr> <tr> <td>4. Etc.</td> <td>4. Etc.</td> </tr> </table>	1. Airfare	1. \$5,000	2. Item	2. \$XXX	3. Item	3. \$XXX	4. Etc.	4. Etc.
1. Airfare	1. \$5,000								
2. Item	2. \$XXX								
3. Item	3. \$XXX								
4. Etc.	4. Etc.								
Vote:	Passes 4-0								

Additional Recommendations:

Recommendation:

Comments:

Vote:

UPAC Allocation Night Minutes

Date: 10/24/2023

Organization Name: Chinese Undergraduate Student Association

Budget(s) to be Reviewed: Program

Committee:	LT
Committee Chair:	Fiona
UPAC Advisor:	Trevor
Committee Members:	Cassandra, Shahid, Sam, Alex
Minutes Taker(s):	Shahid
SCT Member(s):	Sam

Organization Presenter:	Xinxin Liu
Presenter's Email:	xzl5421@psu.edu

Minutes:

Description of the Budget:	
CUSA holds The Voice each fall semester to engage all Penn State students. This is an excellent opportunity for those who love music and singing with the platform to show and perform singing. This is not only a singing competition, but also a performance. It will involve hundreds of audiences to enjoy the performance as well. The final is the last stop of the four parts of the whole event. The audience and judges will vote for the performance to choose the top 3 singers of the year.	
Questions from the Committee:	Responses from the Presenter:
Have you paid for anything or committed yourself financially to any expenses in your request? If so, which ones?	No
How do you plan to fund the portion of expenses that UPAC will not cover?	Find some sponsors to collaborate with, it will be targeted towards the students. If they do not get enough sponsorship, they will cover it with their ASA account.
Is this program open to all University Park students?	Yes
How do you plan to advertise your event (UPAC Logo)?	Instagram, apply for tabling in HUB, Chinese social media platform, print out posters to hang up in the HUB

<p>How does this event enhance the Penn State experience for students?</p>	<p>It can provide a platform for students who love music. It can help them be more confident with their singing. They involve the audience and it is a good chance for students to feel involved in the community. It has a lot of Chinese students attending, but they can get to know the organization. It provides an opportunity for students who like singing to have a stage and other students are exposed to the talent of their peers.</p>
<p>Do you plan to ticket your event? How much will tickets be for UP students/non-students?</p>	<p>UP students: \$0 Non-students: \$0 They do not plan on selling tickets, but they print out tickets. They will hand it out as an invitation card and act as a keepsake of sorts.</p>
<p>What is your expected attendance for each of the following groups: UP students? Faculty/staff? Community members?</p>	<p>UP students: Faculty/ staff: 300 people, based on past programs</p>
<p>Have your funding priorities changed?</p>	<p>Venue, artist, materials</p>
<p>What is the lifespan and the purpose of each item?</p>	<p>Rectangle tablecloth (black and white)- 2 years. Decoration of the venue. Plan on making it a hospital and Halloween theme. It will be hung up. Flameless candles (all candles)- 4 years. different sizes for decoration Fake Blood- single time use. Use it on the white tablecloths Paint brushes- 3 years. Paint the decorations Door curtain with hands- 3 years. Decoration for the background Blue divider backdrop- 2 years. Backdrop and decoration Hooded Jedi robe- 4 years. Costume for the officers working the event. Also, for their ceremony of a promotion video. Ny threads lab coat- 4 years. For the Mc Hanging corpse- 4 years. Decoration Dead victim props- 4 years. Decoration Red creepy cloth- 4 years. Decoration Halloween dead body- 4 years. Decoration Fog machine- 4 years. Decoration Praying Book- 4 years. Prop for décor Mask Elk- 4 years. Mc wear them and the judges</p>

	Printing for the VIP tickets- Single use, distribution
Do you have University Approved storage?	Yes, it belongs to their President
How did you select this year's performing artist/band? Will you need security for this event?	He is currently in America; it is easier to make a plan. He is a rapper, and this is a singing competition.

Committee Discussion:
Chair: I think this a great event where students can be involved. The org themselves are very hands on in making these events interactive
SCT: Budget was good, the adjustments are nice. I was hesitant about it going through but now they are doing it on the 10 th . None of the line items look like a concern.
Committee Member: It is a really cool event. I fear events like these so I do not think I will attend. However, I do think this event is very impressive.

SCT Recommendation:		
Recommendation:	SCT recommends funding up to cap in the amount of \$29,569.61	
Amount Funded:	\$29,569.61	
2 nd By:	Shahid	
Equipment Breakdown (If needed)	1. Item 2. Item 3. Item 4. Etc.	1. \$XXX 2. \$XXX 3. \$XXX 4. Etc.
Vote:	4-0	

Additional Recommendations:

Recommendation:

Comments:

Vote:

UPAC Allocation Night Minutes

Date: 10/24/2023

Organization Name: Sovereign Magazine

Budget(s) to be Reviewed: Program

Committee:	HAT
Committee Chair:	Cassandra
UPAC Advisor:	Jayla
Committee Members:	Dalima, Fred, Callie, Bryana
Minutes Taker(s):	Fred, Dalima
SCT Member(s):	Liam

Organization Presenter:	Dadley Mercharles
Presenter's Email:	dfm5603@gmail.com

Minutes:

Description of the Budget:	
<p>The mission of Sovereign Magazine is to be the voice of the POC community at Penn State University and provide a platform for students of color to express themselves. By uncovering stories, showcasing community members, and inspiring one another, we seek to provide a creative, inclusive, and resourceful outlet for students of color. This year we will put on a great display of culture, talent and performances. We will have dance performances from the Filipino Student Association, Black Elites, Island Fever and more. We will also have singers and singing groups of all genres as well as speeches from our Editor-in-Chief, the executive members, the founder of Sovereign and more. We will also have demonstrations from sorority and fraternity groups. In the end we will have a Sovereign trivia and the official reveal of our front cover page digital and physical.</p>	
Questions from the Committee:	Responses from the Presenter:
Have you paid for anything yet?	no
How do you plan to fund the portion of expenses that UPAC will not cover?	Most of our funding comes from our sponsors: food from educational equity, receiving funding from UPUA covering the reservation of Alumni Hall of \$848, funding from Penn State Global of \$2,000
Have your priorities for funding changed?	Magazine, DJ equipment, Alumni Hall
Is this program open to all University Park students?	Yes

<p>How do you plan to advertise your event? Have you created a post for the event on OrgCentral?</p>	<p>Post is on OrgCentral; will advertise through posters in HUB and sponsors will advertise for them, social media, 3 socials</p>
<p>How does this event enhance the Penn State experience for students?</p>	<p>Enhance the community because we're putting on a visual display of culture and talent, music and art so people can enjoy and learn about each other. Planning to have different organizations perform such as Fauna, also want it to be an educational experience which is why we bring different organizations to perform to show off their talents and inform.</p>
<p>Do you plan on selling tickets for your event?</p>	<p>No; free</p>
<p>Have you filled out the organization inventory form on UPAC's OrgCentral page?</p>	<p>Yes, in the PRCC</p>
<p>What is your expected attendance?</p>	<p>200</p>
<p>Do you have University approved storage?</p>	<p>Yes</p>
<p>Can you provide a breakdown for the purposes and lifespan of the equipment you are requesting?</p>	<ul style="list-style-type: none"> - Banner: 4 years, advertise and for photos outside events - Carpet runner: outside alumni, 1-2 years - LED light machine: 4 years, uplighting for event ambiance - Dinnerware set: food - Charger plates: food - Balloon arch: at entrance, 1-4 years - Centerpieces: 1-4 years, center of table - Fake candles: 1-4 years, center of table - Balloons (metallic): on ballon arch, one time - Balloons (Earth tones): on balloon arch, also around room - Artificial purple floral: go on the centerpieces, floral balloon arch, maybe on floor with runners, single time use - Artificial pink floral: ^ - Artificial white flowers: ^ - Art stands: ----- - Lavender tablecloths: decoration on other tables, 4 years - 2 glitter tablecloths: décor - ation for tables, 4 years

	<ul style="list-style-type: none"> - Rose heads: also for centerpieces, one time - Candle holders: gold hoops for centerpieces, they go on bottom of hoop, 1-4 years - Napkin holders: to hold napkins, 4 years - Fairy lights: 1 year, with carpet, maybe on table - Pampas grass: 1 time use, might go on bar tables with magazine - Hanging crystals: part of centerpieces, one time use - Cake: ----- - Fake birds: garden of eden theme on center piece, 1 time use - 3D gold butterflies: ^^ - Photobooth: one time use, to commemorate, social theme, create memories, inside alumni hall, access to it all the time, social vibe they are trying to go for, don't want it to be just sit through performance - 25 live reservation:
Reminder to submit before deadline	
	7-10 on nov 30th

Committee Discussion:
<p>SCT: Great event and magazine for diverse individuals as it presents people of color's views. I'm kind of iffy on the event as it seems to promote the club.</p> <p>CM 1: It sounds like a good event. It brings attention to POC on campus, and the magazine and the event gives people awareness of the different cultures on campus. It enhances the Penn State experience</p> <p>CM 2: I like this event. I love learning about other cultures, and I think that this event will not only familiarize Penn State students with different cultures but also expose them to the fun talents that different people have in the community.</p>

SCT Recommendation:	
Recommendation:	\$5,275.75
Amount Funded:	Alumni Hall: \$0 Food: \$0

	Smoke: no longer requesting Napkin holders: \$0 Art stands: \$0 no longer requesting Cake: \$0 Charger plates: \$0 Dinnerware set: \$0	
2 nd By:	Bryana	
Equipment Breakdown (If needed)	1. Banner: 2. Carpet runner: 3. Smoke machine 4. LED light machine: 5. Dinnerware set: 6. Charger plates: 7. Balloon arch: 8. Centerpieces: 9. Fake candles: 10. Balloons (metallic): 11. Balloons (Earth tones): 12. Artificial purple floral: 13. Artificial pink floral: 14. Artificial white flowers: 15. Art stands: 16. Lavender tablecloths: 17. 2 glitter tablecloths: 18. Rose heads: 19. Candle holders: 20. Napkin holders: 21. Fairy lights: 22. Pampas grass: 23. Hanging crystals: 24. Cake: ----- 25. Fake birds: 26. 3D gold butterflies:	1. \$XXX 2. \$XXX 3. \$0 4. \$XXX 5. \$0 6. \$0 7. \$XXX 8. \$XXX 9. \$XXX 10. \$XXX 11. \$XXX 12. \$XXX 13. \$XXX 14. \$XXX 15. \$XXX 16. \$XXX 17. \$XXX 18. \$XXX 19. \$XXX 20. \$0 21. \$XXX 22. \$XXX 23. \$XXX 24. \$0 25. \$XXX 26. \$XXX
Vote:	4-0	

Additional Recommendations:

Recommendation:

Comments:

Vote: