



Request for Appropriation of Funding Non-Board of Trustee Item Request

Note: All request must be submitted 6 weeks prior to event date

Submit to Student Life Office and email to lhennings@mtsac.edu. Upon receipt, confirmation of item and agenda date will follow.

For Office Use Only	
Request #:	5
Date Received:	2/20/22
Agenda Date:	

Amount Requested per item

I. Type of Appropriation Requested (Select all that apply):

- Catering: (ex. Sodexo, off-campus restaurants and caterers) \$ _____
- Conference & Travel: (ex. Registration, transportation, lodging, meal allowance) \$ 1745⁰⁰
- Food Supplies: (ex. Pre-packaged food items like chips and candy, etc.) \$ _____
- Supplies: (ex. Streamers, paper cups, plastic utensils, decorations, etc.) \$ _____

If you are requesting funding for an Independent Contractor or Contract, you will require the Board of Trustees approval. You must complete a separate "Request for Appropriation of Funding Board of Trustee Item Request."

TOTAL AMOUNT REQUESTED: \$ _____

II. Additional Sources of Funding

Are you considering other sources of funding? (Circle one) Yes / No

If so, please indicate the Source: _____ Amount: \$ _____

\$13937⁵⁰

approved
1 Advisor
4 Students

III. Event Information

Recognized Student Club/ Organization (RSCO) or Department: Tatiana Sabahero

Name of Event: Womens Aviation

25 Live Reservation Reference Code: _____

Event Location: Nashville, TN

Event Date: March 17, 2022

Event Start to End Time: _____

NOTE: Associated Students has the purview of requiring certain events to prove all participants to have paid their current Student Activities Fee. Fees are subject to electronic verification, via the Associated Students website.

IV. Additional Information Required

Purpose of Event: A.S. seeks to enhance the student experience through activities fulfilling one of the following five priorities, please select one priority area(s) your event fulfills.

- Co-curricular engagement
- Leadership development
- Retention & transfer
- Recognition of service
- Civic engagement and advocacy

Please describe how your event fulfills the selected A.S. Priority area and provide a detailed Budget breakdown for the amount requested by including quotes, conference webpages, etc.

V. Funding Conditions

All groups requesting Associated Students funding are hereby notified that the event advisor (or designee) is responsible for processing all banner requisitions with approved vendors. **NOTE: Additional Fiscal Services forms, guidelines, and procedures may be required.** All event marketing, written and oral, must acknowledge Associated Students as a sponsor and include the Associated Students logo on all materials.

This form must be completely filled out, with signatures below, and submitted to the A.S. Administrative Specialist III **at least 6 weeks prior to the event date** to be considered for funding. For specific questions, please contact the Student Life Office at x4525 or email lhennings@mtsac.edu.

A. Club Advisor / Employee Submitting Request Form

Print: Tatiana Sabanero
 Sign: [Signature]
 Date: _____ Ext/Phone: _____
 Email: _____

B. Designee Processing Banner Requisition(s)

If different from person A.

Print: _____
 Sign: _____
 Date: _____ Ext/Phone: _____
 Email: _____

For Office Use Only					
Co-Sponsor (Motion):		Wilson Jiang		Date: 3/6/22	
Co-Sponsor (Second):		John Yu		Date: 3/6/22	
A.S. Senate					
For:	12	Against:	0	Abstain:	1 Gavin Ong
					Date: 3/6/22
A.S. Executive Board					
For:	UNANIMOUS			Abstain:	
					Date: 3/6/22
A.S. President					
<input checked="" type="checkbox"/> Approve	<input type="checkbox"/> Veto	Signature: Valerie Pablu Menna			Date: 3/8/22
Notification of Appropriation	Date:	Requisition #:			PO #:
C & T Form:	Date:	T#:			
Check Requests:	\$	Purpose:	\$	Purpose:	
	\$	Purpose:	\$	Purpose:	

2/3/2022

Dear Associated Students Faculty,

I would like to attend the 33rd Annual International Women in Aviation Conference being held March 17-19, 2022, in Nashville, TN. Women in Aviation International is a nonprofit organization dedicated to providing networking, education, mentoring and scholarship opportunities for women who are striving for challenging and fulfilling careers in the aviation and aerospace industries. More than 4,000 individuals are expected to attend.

I strongly believe that my attendance at the WAI Conference will benefit the Mt. SAC Associated student body and the daily issues we face. The Conference offers dozens of educational sessions as well as professional development seminars for me to attend and news making keynote speakers provide insights about the issues of the day facing the aviation industry.

Touring the Exhibit Hall helps inform me of new products and services in the aviation industry, especially those that can bring insight for a possible career. I will be able to network with hundreds of other individuals to enlarge my array of contacts I bring to my current position. Finally, I will return to class with a positive outlook and re-energized by the inspirational speakers.

Additionally, I would be happy to prepare a short presentation and share the information obtained from the WAI Conference with my colleagues and other students. That makes this a win – win situation with everyone benefitting from my attendance.

Breakdown of conference costs:

Registration Fee: Free- Covered by Boeing

Roundtrip Airfare: \$400 including luggage

Other transportation: \$75 roundtrip shuttle to-from the hotel and airport

Hotel/Lodging: 1,120 (198 per night plus admin fees)

Meals: \$150 estimate (some meals covered by WAI)

The total investment associated with my attending this conference is \$1,745

I appreciate your consideration of this request. I pledge to take advantage of every opportunity presented to me during the Conference and will be grateful for being able to attend.

Sincerely,

Tatiana Sabanero

FOLLOW YOUR INTERESTS!

35 Education Session Topics

During the conference, learn about a wide variety of interesting topics, including:

- Career
- Flying and Innovation
- History
- Maintenance/Tech Ops
- Military
- Personal Development

See a detailed list at

www.WAI.org/education-sessions-2022.



AEROSPACE EDUCATORS WORKSHOP

(preregistration required)

Presented by FAA AVED Team

Thursday, March 17 | 9 a.m.–noon

A great opportunity to gain simple, hands-on activities that can be brought into the classroom to teach aviation STEM skills.

BE A MENTOR. FIND A MENTOR.

(preregistration required)

Thursday, March 17 | 9-10:30 a.m.

Mentorship can play a key role in keeping you connected with valuable contacts. This session will offer guidance on how to make the most of WAI's Mentor Connect program. The presenters will provide pro tips on how to make the most of mentor/mentee relationships and navigate your mentor network.

MORE WAYS TO PARTICIPATE

Volunteer

There's a variety of opportunities available that let you experience the conference "behind the scenes." To sign up, email volunteer@wai.org. Please note schedule assignments will be confirmed in early February 2022.

Invest in a Student

Each year there are college students who need financial help to attend the conference. Sponsor a student for \$200 when registering for the conference. Call 937-839-4647 or email Stephanie Gordon at sgordon@wai.org to provide a memorable experience to a deserving student.

Join the WAI Jazz With Wings Band

(sponsored by Wings Financial Credit Union)

Imagine a group of musicians who are all passionate about aviation. Gather them together and you have the WAI Jazz With Wings Band that performs throughout the conference. Interested in joining at WAI2022? Email Barbara Lauer at barblauer51@gmail.com.

INDUSTRY BRIEFINGS

Airlines and other aviation companies will hold group industry briefings throughout the conference to outline basic application procedures, as well as available positions and requirements. Presenters will answer attendees' questions during each hour-long session.

- Air Wisconsin
- Alaska Airlines/Horizon Air
- American Airlines
- Cape Air
- Delta Air Lines
- Federal Aviation Administration (FAA)
- JSX
- Sun Country Airlines
- United Airlines
- UPS Airlines

Visit www.WAI.org/22conference/industrybriefings for an updated schedule.

HOTEL / TRANSPORTATION

Gaylord Opryland Resort & Convention Center

2800 Opryland Drive, Nashville, TN 37214

Phone: 615-889-1000



- Rates starting at \$195 per night available through February 8, 2022, or until sold out.
- All conference events will take place on site at the Gaylord Opryland Resort & Convention Center.
- Book online at www.WAI.org/conference-hotel-2022.
- On-site parking, fee: \$32 daily.
- Valet parking, fee: \$40 daily.

Situated in the heart of Nashville, Gaylord Opryland Resort & Convention Center welcomes guests to a stunning, one-of-a-kind resort experience.

Ground Transportation

Shuttles from Nashville International Airport (BNA) to the Gaylord Opryland Resort are provided from 10 a.m. to 7 p.m. For tickets and information please call 615-889-1000 or visit <https://tickets.gaylordopryland.com/>.