



## Student Fee Review Board Application Checklist

Cover Sheet

Executive Summary

Application Questions

Budget Form A

Budget Form B (**one-time requests**)

Budget Form C (**non-SFRB funding**)

Please submit an electronic version of this application via email to [SFRB@unm.edu](mailto:SFRB@unm.edu) and 13 hard copies of this application to the **GPSA Office**, Student Union Building suite 1021.

**DEADLINE September 6, 2019, 5:00 PM.**

**\*Late applications will not be accepted.**

**Student Fee Review Board  
Funding Application for Fiscal Year  
2020-2021**

Music/Bands  
Name of Unit

Eric Rombach-Kendall Director of Bands  
Dean/Director Title

MSC04 2570 Center for the Arts: Room B125  
Campus Address

7-5545 rombach@unm.edu  
Campus Phone E-mail Address

\$ 75,000 \_\_\_\_\_  
Total Amount Requested Alternate Email Address

One-Time Funding  Recurring  Requesting Increase

**CERTIFICATION**

I certify that the statements herein are true and complete to the best of my knowledge and accept the obligation to comply with the terms and conditions of the Student Fee Review Board. I understand that the SFRB is a **recommendation** body and that its funding allocations are subject to revision by the Budget Leadership Team before final approval.

Eric Rombach-Kendall  
Submitted By (Print Name)

 8/29/19  
Department Head Signature Date

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**Executive Summary**

University Bands is a unique organization that serves the musical, social and academic needs of undergraduate and graduate students of all academic majors while also providing service to the University through a variety of musical performances. Service to the general student population who do not perform in the bands includes performances at fall and spring commencements, Freshman Family Day, home football games, bowl games, home men's and women's basketball games, pep rallies, Mountain West and NCAA basketball tournaments, and the presentation of approximately 10 concerts per year on campus in Popejoy Hall and Keller Hall. The total number of performances per year is approximately 70.

University Bands provide an important component of the musical education of all music majors as well as students majoring in other disciplines across campus. For students majoring in music the bands establish performance standards, inform students about repertoire, and develop understanding and performance skills in their field. For students not majoring in music, the bands provide an opportunity to perform and experience music and provide a means for meeting other students from other academic majors. Groups like the Marching Band provide an important social structure for students and assist the University in building a loyal alumni component.

We are active in the recruitment of outstanding undergraduate students from the United States and graduate students from across the United States as well as internationally. A significant portion of I&G funds are dedicated to providing talent-based scholarships and assistantships for band members with a required minimum 3.0 cumulative GPA. All members of the Marching Band and basketball pep bands receive stipends for their service to the Athletic Department. These resources not only make us more competitive for outstanding students, they form an important source of educational funding for UNM students by reducing student debt and the need to work part-time jobs.

SFRB funds have historically been used to provide materials and services (See addendum). SFRB funds remain an important source of shared band funding that includes resources from the Provost, Department of Music, College of Fine Arts, Office of Graduate Studies, Athletics, and self-generated funds.

University Bands most closely collaborates with the Department of Music. Our resources are combined with music department resources to strengthen the recruitment capability of both departments. The Associate Director of Bands meets regularly with members of the Athletic Department to coordinate the services our students provide for athletic events and the Director of Bands communicates with the University Secretary for commencement and Freshman Family Day activities.

## Application Questions

1. **Describe the history and mission of your unit, and how its services support the mission of the University. Please address each of the following bullet points in your answer.**
  - a. **What services does your unit specialize in that are not offered in a similar form elsewhere within the University?**
  - b. **How does your unit serve the University's commitment to diversity?**

### Concert Groups

University Bands have received national acclaim through their invited performances at professional music conferences, commissioning of new repertoire by renowned contemporary composers, eight commercial recordings, and performances with world class soloists. Recordings by the UNM Wind Symphony have been broadcast across the United States and Europe and have received critical acclaim in *Fanfare* magazine and the *American Record Guide*.

Our mission for this portion of the program is to continue projects that attract national attention, enhance the reputation of the University and College of Fine Arts, and provide our students with the finest professional performance opportunities that will prepare them to be competitive in the field of music.

### Athletic Bands

UNM had its first uniformed marching band in 1915 when it made its first public appearance at the State Fair. Basketball band was founded in 1970 to play for men's games shortly after the team moved to The Pit. Women's basketball band was started in 1998 and expanded in 2000 to include all home games and post season tournaments.

The mission of this portion of the program is to provide students with a meaningful musical and social experience as members of the University community through spirited performances in the Marching Band and Sound Pack. The athletic bands provide inspiration for students and student athletes, alumni, and Lobo fans at athletic events and maintain and promote University traditions associated with being a Lobo. In addition, these bands assist the University in the recruitment of students who are academically outstanding and service-minded.

### Service

At the center of our philosophy is the desire for University Bands to provide service to our University, our general student population, our community, and the Music Education profession through various performances at ceremonies, on and off campus public performances, outreach events, and the sponsorship of the Zia Marching Band Fiesta for high school bands.

We are the only unit that provides these services. While we specifically target students with experience playing a band instrument rather than target specific demographic groups, we are open to all students with the qualifications to perform in bands.

- 2. Briefly describe each program/project in your unit that is funded specifically by student fees. What are the outcomes, so far, of each program/project? What, if any changes do you plan to make to these programs/projects?**

SFRB funds are used to support the overall program rather than specific projects.

- 3. Does your unit have an SFRB balance forward? If so, please justify this balance forward and describe how you will utilize it?**

We do not have an SFRB balance to carry forward.

- 4. Describe any increase in SFRB funding you are requesting, and provide justification detailing how raising student fees will improve your unit's impact on the student population.**

Our SFRB allocation has been reduced each of the past four years.

FY2014	\$74,165
FY2015	\$74,165
FY2016	\$73,053
FY2017	\$72,429
FY2018	\$69,638
FY2019	\$62,827

Historically, SFRB funds provided sufficient funding to cover materials and services for the entire band program of approximately 230-240 students. As SFRB funding has decreased since FY2015 (reflecting enrollment decline at UNM) the bands have used funds allocated for student scholarships/stipends and capital outlay to cover operating expenses. This has contributed to a decline in band participation to 207 students for FY2020.

Currently, we have no method for achieving growth without additional resources. As our population of participating students declines it puts additional pressure on a smaller number of students to provide the same level of service to our University, or we are faced with reducing the number of services.

We are requesting an allocation of \$75,000 to return funding to FY2015 levels.

- 5. What are your current unit's non-SFRB sources of funding, and if applicable, what additional funding sources are you seeking this fiscal year? What increases or decreases from non-SFRB sources do you anticipate compared to your budget last year?**

We receive additional funding from I&G, Athletics, Department of Music (I&G), and self-generated revenue from the Zia Marching Band Fiesta. We are seeking additional resources for scholarships and athletic band stipends to return band participation to 240 members, with most of the growth targeted to the Marching Band.

- 6. Describe student participation in your unit, and any plans to improve it, addressing each of the following bullet points.**
- a. How are students involved in the governance/decision making of your unit?**
  - b. How many students do you employ (including graduate assistants, interns, etc.)?**

Traditionally, several systems are in place to include students in the decision-making process. Section leaders in the Marching Band for each instrument type assist the Associate Director of Bands with decisions relating to leadership, morale, retention, and the recruitment of new members. All members of the Marching Band provide input to the selection of drum majors based upon a live audition before the entire marching band, musicianship, and knowledge of the candidate as a leader.

Wind Symphony and Symphonic Band members provide feedback through course surveys that provide the Director of Bands and Associate Director of Bands input about course content, repertoire, and effectiveness of rehearsals and performances. Section leaders from each instrument group lead weekly small group rehearsals and provide feedback to the directors about student progress and needs.

The band currently employs three graduate assistants.

- 7. Describe specific improvements your unit has made in the last fiscal year to the visibility/accessibility of its services, and any plans to further improve visibility/accessibility.**

UNM Bands have always been accessible to all students who play a woodwind, brass, or percussion instrument. While some bands are open by audition only, Marching Band requires no audition.

Band staff members attend all freshman orientation meetings during the summer to inform incoming students about their opportunities to perform in the bands.

In the past several years we have been building a more visible social media presence as well as using technology such as email services to better reach and inform students of the opportunities provided by the bands. (Updated mobile-friendly website, increased student interaction with Facebook, use of Mail Chimp)

- 8. How does your unit collaborate with other campus units and/or off-campus entities?**

UNM Bands most closely collaborates with the Department of Music. UNM Bands provides a significant portion of scholarship resources for undergraduate and graduate music majors. Our resources are combined with music department resources to strengthen the recruitment capability of both departments. We also combine resources for the purchase of concert instruments, provide all of the music used in live performances, and provide the majority of the instrument maintenance budget thus reducing the amount of course fees the Department of Music would otherwise need to charge for day-to-day operations.

Band staff regularly meets with members of the Athletic Department to coordinate the services our students provide for athletic events. We also maintain close contact with the University Secretary regarding Commencement and Freshman Family Day ceremonies.

UNM Bands provides service to high school bands and music educators throughout the region through sponsorship of the Zia Marching Band Fiesta, performances by the Wind Symphony, Symphonic Band, and graduate Brass and Woodwind Quintets in the public schools, and our faculty frequently donate their time to provide workshops and clinics for music teachers and their students.

***9. What methods have been used in evaluating your unit's impact on the student population and how effective have those methods been?***

Band faculty use self-designed or University generated course evaluations to determine effectiveness of instruction. We evaluate effectiveness of instruction, communication, content, and student leadership structures, along with soliciting input for improvement. We believe these are effective methods of evaluation.

***10. If your unit received specific recommendations from last year's SFRB, what are your unit's current plans to address these recommendations?***

We received no recommendations from SFRB.

***11. Provide any other information or a narrative that will assist the SFRB in making its decision to fund your unit.***

University bands are most often associated with those groups that perform at athletic events, as these are the most visible part of the program. In reality, these groups represent only a portion of the band program. UNM has two concert bands that meet the needs of different groups of students.

The Wind Symphony numbers 61 students majoring in music (29 graduate students/32 undergraduate students). The Wind Symphony is internationally recognized as an outstanding performing organization through its recordings, invitations to perform at professional music conferences including the College Band Directors National Association, Society for Composers, Inc. National Conference, and North American Saxophone Alliance Conference, and participation in national consortia for the commissioning of new music.

The Symphonic Band numbers 55 undergraduate students majoring in music and other disciplines from across campus. The Marching Band numbers 127 students from all academic majors and the basketball pep band, Sound Pack, is formed from a pool of approximately 100 students. Students frequently perform in more than one band in any given semester. Total number of students participating in bands is approximately 207.

The use of student fees to support UNM Bands dates back to 1953 and has been continuous since 1985. We are grateful for the continued support provided by the SFRB.

### **Addendum**

<u>Materials and Services: UNM Bands</u>	<u>2018-2019</u>
Professional & Technical Services	8,213
General Supplies	6,385
Uniforms (Misc. items, Color Guard)	5,308
Instructional Materials	13,183
Food and Water for Marching Band	7,430
Promotional	1,799
Equipment Rental	2,536
Equipment Truck Rental	4,873
Foundation Surcharge	1,512
Telecom	1,370
Parking Permits for Guests	528
Printing	79
Equipment Moving	199
Software	289
Postage	73
Graphic Design	396
Equipment Repair	18,265
Computer Supplies	<u>1,716</u>
TOTAL	74,154



SFRB Funding Request Form

STUDENT FEE REVIEW BOARD  
FISCAL YEAR 2020-2021

DEPARTMENT Music/Bands  
VICE PRESIDENT Provost  
INDEX # 459E

DESCRIPTION	A		B		C		D		E		F	
	ORGANIZATION OPERATING BUDGET 2018-2019	TOTAL BUDGET 2019-2020	SFRB BUDGET 2019-2020	TOTAL BUDGET 2020-2021	SFRB BUDGET REQUESTED 2020-2021	SFRB FUNDING INCREASE/DECREASE REQUEST 2020-2021	TOTAL BUDGET 2019-2020	TOTAL BUDGET 2020-2021	SFRB BUDGET REQUESTED 2020-2021	SFRB FUNDING INCREASE/DECREASE REQUEST 2020-2021		
1 Faculty salaries	213,870	191,623	-	191,623	-	-	191,623	191,623	-	-		
2 Staff salaries	42,865.00	44,151	-	44,151	-	-	44,151	44,151	-	-		
3 SUBTOTAL NON-STUDENT SALARIES (Line 1+2)	\$ 256,735.00	\$ 235,774.00	\$ -	\$ 235,774.00	\$ -	\$ -	\$ 235,774.00	\$ 235,774.00	\$ -	\$ -		
4 Student (student employment & workstudy)												
5 GA, TA, RA - Pay and Benefits	56,205.00	56,205	-	56,205	-	-	56,205	56,205	-	-		
6 Fringe Benefits on Staff & Faculty salar	89,040.00	81,744	-	81,744	-	-	81,744	81,744	-	-		
7 TOTAL COMPENSATION (Lines 3 - 6)	\$ 401,980.00	\$ 373,723.00	\$ -	\$ 373,723.00	\$ -	\$ -	\$ 373,723.00	\$ 373,723.00	\$ -	\$ -		
<b>GENERAL EXPENSES</b>												
8 Student Awards/Scholarships	180,032.00	175,000	-	180,000	-	-	180,000	180,000	-	-		
9 Materials/Services	74,154.00	74,154	62,144	75,000	75,000	12,865	75,000	75,000	12,865	12,865		
10 Equipment/Instruments	4,655.00	5,000	-	5,000	-	-	5,000	5,000	-	-		
11 Travel	16,369.00	5,000	-	16,000	-	-	16,000	16,000	-	-		
12 Consultant/Honoraria	2,550.00	2,500	-	2,500	-	-	2,500	2,500	-	-		
13 Temporary Salary	9,450.00	15,000	-	15,000	-	-	15,000	15,000	-	-		
14 Computers	5,717.00	-	-	-	-	-	-	-	-	-		
15 Miscellaneous	2,000.00	1,791	-	2,000	-	-	2,000	2,000	-	-		
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32 TOTAL GENERAL EXPENSES (Line 8 - 30)	\$ 294,927.00	\$ 278,445.00	\$ 62,144.00	\$ 295,500.00	\$ 75,000.00	\$ 12,856.00	\$ 295,500.00	\$ 295,500.00	\$ 75,000.00	\$ 12,856.00		
34 GRAND TOTAL EXPENSES (Line 7+32)	\$ 696,907.00	\$ 652,168.00	\$ 62,144.00	\$ 669,223.00	\$ 75,000.00	\$ 12,856.00	\$ 669,223.00	\$ 669,223.00	\$ 75,000.00	\$ 12,856.00		

# Form C

# External Funding Sources

This form is used ONLY if you have EXTERNAL FUNDING SOURCES

DEPARTMENT Bands-Music  
 VICE PRESIDENT Provost  
 INDEX(es) # 459E

STUDENT FEE REVIEW BOARD  
 FISCAL YEAR 2020-2021

	FUNDING SOURCE	2019-2020 BUDGET	2020-2021 FORECASTED BUDGET	Funding Increase Request for 2020-2021
1	Student Fee Review Board (SFRB)	62,144	75,000	12,856
2	UNM Instruction & General	481,612	481,612	
3	Private Donations			-
4	Fundraising/Foundation/Development			-
5	State Funding			-
6	Federal Funding			-
7	Grants (including federal and private)			-
8	Self-Generated Revenue	11,000	15,199	
9	Athletics	97,412	97,412	-
10	If Other(s), please list below:			-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
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25				-
26				-
27				-
28				
29				-
30				-
<b>TOTAL OPERATING INCOME/REVENUE</b>		<b>\$ 652,168.00</b>	<b>\$ 669,223.00</b>	<b>\$ 12,856.00</b>

\*The narrative response to question #5 must reflect this information