**Student Fee Advisory Committee Meeting**

**2325 Murphy Hall**

**4:30-6:30 PM**

**Tuesday, February 19, 2019**

**Present:**

Graduates: Jazz Kiang, Denise Marshall, Zak Fisher

Undergraduates: Christina Wang, Neemat Abdusemed, Paulina Macias, Nicole Corona Diaz

Administration: Deb Geller, Associate Dean of Students and Deputy Title IX Coordinator, Mike Cohn, Director of SOLE, Barbara Wilson, UCLA Housing & Hospitality

Faculty Rep: Karen Rowe, Professor

APB Advisor: Ellen Hermann (Ex-Officio)

SFAC Advisor: Marilyn Alkin (Ex-Officio)

**Absent**:

Javier Rodriguez, Graduate Representative

**Call to Order**

* 1. **Jazz Kiang** called the meeting to order at 4:35pm.
1. **Approval of Agenda**
	1. **Jazz Kiang** recommended amending the agenda to clarify that BRC would present before LGBT CRC.
	2. **Christina Wang** moved to approve the agenda as amended. **Paulina Macias** seconded. With no objections, the amended agenda was approved by consent.
2. **Review of Handouts**
	1. N/A

1. **Review and Approve Minutes**
	1. **Paulina Macias** moved to approve the minutes from 2/5/19. **Nicole Corona Diaz** seconded. With no objections and one abstention from **Zak Fisher**,the minutes were approved by consent.
2. **Unit Presentation: Bruin Resource Center (BRC)**
	1. **Jazz Kiang** opened the floor for Paolo Velasco and Andrew McClure to present on BRC.
	2. Bruin Resource Center Overview
		1. Provides services to transfer and non-traditional students, current and former foster youth, students with dependents, student veterans, and undocumented students.
		2. Programs to specific student communities to help them transition into UCLA and their careers. BRC also provides information, referrals, and support services for UCLA students to navigate the university.
		3. How do they support students from low-income and non-traditional backgrounds?
			1. Cultivate an inclusive and socially just environment
			2. Support students’ success in their educational experiences through co-curricular programs, services, and academic partnerships.
			3. Foster student engagement and a sense of belonging with the university and the greater community.
		4. How do they enhance student leadership and professional development?
			1. Provide support and partnership with students to advocate for their needs and the needs of their communities. Examples: hiring graduate student positions and providing leadership opportunities
			2. Encourage their students to participate on campus. Examples: student government
		5. How do they maximize efficient usage of funding and minimize duplicative services?
			1. Engage in critical reflection and assessment to enhance the department’s effectiveness and resource management.
			2. BRC was able to secure funding and donations that would go directly to student scholarships and some programming.
				1. In 2009, BRC’s operating budget was $40,000.
		6. How are they reducing the influx to clinical mental health services through preventative efforts and/or other holistic areas of student wellness
			1. Support students’ well-being, emotional health, identity development and resiliency through peer coaching and other wellness programs.
		7. SFAC Specific Questions
			1. How would you rank your requests for SSF?
				1. Professional staff - donors do not prioritize these positions
				2. Student staff
				3. Transfer and veteran space
				4. Transfer programming and services

They are a quarter of the undergrad community and the university was not historically established for transfer students and there is work to do to support this community.

* + - 1. What are the changes in your department’s use of reoccurring SSF?
				1. There was just an increase in their spending due to the growth of their department.
			2. How are your addressing the accumulation of carryforward of SSF?
				1. There is quite a bit of carryforward funds. In terms of how and why, due to the timing of SFAC awarding (typically in summer), it takes time to fill the student and staff positions. Also with successful fundraising, BRC uses the funding from donors first which leads to carryforward. BRC also hires students with work-study to save funding, but there are some students are not eligible for work-study.
			3. How would your campus entity adjust if SFAC is unable to provide funding?
				1. BRC would need to evaluate the programs and prioritize programs as needed, continue to fundraise, and work with the students to help them find their voice and advocate for them to participate in student government and the university.

One of the challenges for transfer students is that they cannot participate in student government or committees like SFAC because they are not aware of these opportunities earlier or are not at the university long enough to serve the appointments.

* 1. **Jazz Kiang** opened the floor for questions:
	2. **Barbara Wilson** asked about the amount of sq. footage at the Transfer/Veterans Center in Kerckhoff Hall.
		1. Paolo will get back to her about that.
	3. **Christina Wang** asked for an update on USAC’s $100,000 surplus allocation to BRC to support undocumented students last year.
		1. When BRC asked students how to utilize the funding, students asked to provide scholarships. Unfortunately, the USAC funding could not be used to provide scholarships due to a restriction. However, BRC had funding from UCOP for staffing that had the flexibility to be used for scholarships. Therefore, BRC switched the funding to use the UCOP funds for scholarships and the USAC funds for staffing. $50,000 was budgeted annually for two years, thus the $100,000 will be used by end of this fiscal year.
	4. **Paulina Macias** asked if BRC collaborates with other departments or within its own programs.
		1. BRC does both, partnering with those in the Student Activities Center, across campus, and internally within the BRC. Many of their students share common identities.
	5. **Zak Fisher** asked if BRC could fix more problems if they had a blank check.
		1. BRC would have multiple staff to support each of the programs. Currently there is one FTE supporting parenting students and one for students in recovery, while other campuses have 2 FTE supporting parenting students. Also, there are challenges like mental health that is difficult to support without more staff.
	6. **Denise Marshall** asked about the kind of support the collegiate recovery program provides.
		1. There are 3 student staff working in the recovery program. With more programming, there is increased student attendance. Also, there are more students with strengthened partnerships with CAPS and DOS.
	7. **Jazz Kiang** stated that the SSF trend report shows how BRC’s budget has grown significantly over the past five years. He asked for more context on how BRC has grown its areas and where these targeted student populations found support before the BRC.
		1. Student leadership has been the main thing. IDEAS was an undocumented student organization that transformed the campus climate to support undocumented students. The students went to the Vice Chancellor and UCOP to receive funding and support. Student veterans also sought funding by meeting with donors. Andrew said he could discuss this further.
1. **Unit Presentation: LGBT Campus Resource Center (LGBT CRC)**
	1. **Jazz Kiang** opened the floor for Andy Cofino to present on the LGBT CRC.
	2. Andy Cofino stated that the students they serve is difficult to quantify because it does not capture all of the students. Provides programming for over 5500 graduate and undergraduate students. They conducted 1200+ ally trainings for staff and faculty. The students also have intersecting identities.
		1. UCLA is consistently ranked as one of the top LGBTQ and trans friendly campuses in the country.
		2. LGBT CRC’s mission is to provide a space and services to students. Includes study and lounge space, library, drop in counselors for psychological services, and financial wellness.
			1. Student leadership and retention which is supported with SSF, supports 20+ LGBTQ student organizations and groups and the leadership retreat and to attend the national & California conferences.
			2. Work directly and partner with LGBTQIA+ student organizations to help to support new student initiatives.
			3. Education and professional development for student staff through professional/career development and facilitation skills.
			4. Advocacy: the center helps facilitate advocacy for changes in campus policies (e.g., gender neutral restrooms)
			5. Direct support: the space to celebrate their identities, one-on-one consultations, support and referrals for trans and non-binary students.
			6. Events and programs are designed and executed by students
			7. Campus collaborations
			8. National and professional connections ensure that they are using best practices
		3. Where are they going?
			1. Looking at the experiences that queer and trans students of color, they are developing a survey to better support students
			2. Unpacking Whiteness dialogue series
			3. Graduate student specific gatherings
			4. International student dinners
			5. Programs aimed at students
		4. Who are we?
			1. Only have 1.5 staff members permanently funded by SSF.
		5. Carryforward and trend reports
			1. Part of carryforward due to turnover of 3 professional staff throughout the office, which resulted in salaries and professional development carryforward of $93,000
			2. Change in printing services resulted in $5,000 savings
			3. Carryforward earmarked for programming identified in “Where are they going” section
	3. **Jazz Kiang** opened the floor for questions:
	4. **Denise Marshall** clarified that they have a person in place for the assistant director and they are requesting funding for this person. She also asked if the whole amount is going to this staff member or elsewhere.
		1. Andy confirmed that the funding will go towards programs and if they are unable to secure most of their funds, it will go towards supporting their staff.
	5. **Barbara Wilson** asked for clarification regarding the high number of students checking in at the LGBT CRC, but who do not utilize the programs.
		1. They noticed that the printing service created a transactional space rather than to see the staff, so the student staff recommended to discontinue the printing service. They are assessing to see if the people who are there now are seeking programs and services.
		2. The printing service was intentional to create a space for people to feel comfortable in the space, but also created a detrimental experience for student staff and volunteers.
	6. **Neemat Abdusemed** asked for clarification about why the $15,000 line item for operations in 2018-19 is $5,000 for this year.
		1. This was specifically because of the change in the printing service, which is no longer being provided.
	7. **Mike Cohn** asked about the center’s need for staffing.
		1. The LGBT CRC does not have much permanent funds, but will need at least one more staff for policy work. Would hope to secure more permanent funds for one or two more staff to meet the needs of students.
		2. Maria Blandizzi added that part of the challenge is physical space. They need functional work stations for staff by identifying a space to launch the vision.
	8. **Denise Marshall** asked about resources available for trans students outside the LGBT center.
		1. Trans folk support and trans wellness team for overall wellness. They work collaboratively with Housing to provide gender inclusive housing. Andy believes it is everyone’s responsibility to meet students’ needs.
	9. **Nicole Corona Diaz** asked about increased demand for allyship trainings and how the center manages the demand.
		1. Cohort of student interns lead ally trainings for peers
		2. Staff may lead administrative trainings at other departments
	10. **Barbara Wilson** asked which university was ranked number one for LGBT-friendly.
		1. Andy was unsure, but thought it may be Princeton.
	11. **Jazz Kiang** stated that in time of new leadership, there are opportunities to evaluate and re-define priorities for the future. He asked what Andy’s priorities are and if the center’s priorities of the past few years are complementary.
		1. Andy shared that he has not completed a full year, but by end of spring, he will have a full assessment to prioritize and align values that can benefit the entire campus community. He cares about intersectional identity development and anticipates thoughtful partnership with those across campus.
2. **Unit Presentation: Marching Band**
	1. **Jazz Kiang** opened the floor for Gordon Henderson to present on the Marching Band.
	2. Gordon Henderson shared that he was a member of SFAC for three years.
		1. Mission/Purpose of the Marching Band
			1. Provide service to campus community through music including sports, community events, and tracks on the new music simulations.
		2. How did Marching Band rank/prioritize requests?
			1. Salaries- student staff minimum wage increase
			2. Benefits
			3. New instrument equipment
		3. Changes to the Marching Band
			1. The person who was handling accounting last year was laid off. There is no carryforward this year. The biggest increase was the staff salaries.
		4. Accumulation of carryforward
			1. None this year.
			2. In the past, encumbered funds that haven’t been paid or placed.
		5. How would Marching band adjust if SFAC did not provide funding
			1. Lay off permanent staff
				1. Can’t lay off student staff (truck drivers, uniform crew, and library crew)
			2. Travel- Typically take the band to Stanford which is their retention event.
			3. Retirement of Gordon Henderson which is permanent funding
		6. Address challenges for students of low-income
			1. The Marching Band tries to keep costs for students low and the only thing students have to buy are their shoes.
		7. Professional development
			1. 10% of the students are music majors so some may want to be band directors. Other students are involved in the management and music selection for the band.
		8. How do you maximize funding?
			1. They conserve their funding to make it through the fall quarter and then after the fall, spend on equipment and instruments.
	3. **Jazz Kiang** opened the floor for questions:
	4. **Deb Geller** asked about ways the Athletics department supports the program.
		1. Gordon emphasized that the band helps the whole university including Bruin Day. 60% of their performances are for Athletics events. Athletics provides the following to the Marching Band: complimentary tickets for some games and the best student seats at the Rose Bowl. No other funding provided by Athletics. He added that in 2013, SFAC recommended to move about $170,000 from Athletics to the band.
	5. **Karen Rowe** asked if Athletics provides funding for transportation, expenses, and meals when the band attends a Bowl game.
		1. Gorden confirmed that Athletics provides funding if they attend the Bowl games.
	6. **Karen Rowe** asked if there was any SSF allocation to the band for current year 2018-19.
		1. The trend report does not include allocation for this year. **Ellen Hermann** will look it up.
	7. **Karen Rowe** askedif their requested increases for benefits are for the staff funded by permanent monies.
		1. Gordon stated that the administrative staff salary and benefits come out of SSF funds. Any increase in salaries comes from the SSF budget. **Ellen Hermann** clarified that if the staff are permanently budgeted they will receive the merit for the portion that is budgeted from SSF.
		2. **Karen Rowe** stated that it comes to $25,000-$30,000 of the request and about $60,000 for 2020-21. She asked about implications if they were to not receive the funds.
			1. Layoffs, reduce travel, and likely retirement of director
	8. **Jazz Kiang** asked how they deal with travel that is banned by the state of California.
		1. Gorden shared that they use donor funds instead. They do not use state funds for this type of travel.
	9. **Karen Rowe** asked if Gordon worked on fundraising efforts to create scholarships for students and endowments for instrument replacements.
		1. The Marching Band was not allowed to fundraise until 1997. By working with the Music School, they have 400-500 regular donors and raise $25,000-$30,000 per year. They provide a handful of scholarships to retain strong students who may otherwise need an additional job.
3. **PRG Funding Recommendation**
	1. **Jazz Kiang** stated there were two appointed members on PRG, **Denise Marshall** and **Nicole Corona Diaz**.
		1. PRG reviews requests for updates and maintenance for facilities. They met on January 31, 2019. PRG submitted a list of proposed projects for SFAC to review to then send their recommendations to the Chancellor.
		2. **Denise Marshall** stated that these improvements are fundamental, such as for IM access gate and storage. Students use these areas and updates need to be made for student safety, to avoid lawsuits, and to ensure they are up to code. One issue was the request to update Royce Hall lighting which may be pushed to next year and they are exploring the possibility to use the sustainability project funding. **Ellen Hermann** stated that they will likely need PRG funding and will get rebates and credited back to the Emergency Contingency Reserve.
		3. **Neemat Abdusemed** stated that last year’s SFAC recommended funding for creation of a dance space. **Mike Cohn** shared that it cost more than what was anticipated, but is expected to open this week.
			1. **Neemat Abdusemed** asked if there was a timeline for the dance room project. **Jazz Kiang** was unsure but many of the projects have maintenance timetables, such as for swimming pools and field sod. **Neemat Abdusemed** stated that PRG should anticipate that it might cost more to maintain in the long run.
		4. **Karen Rowe** stated that PRG creates a deferred maintenance plan, which has other funds and permanent funding to maintain. She understood that SFAC can recommend one-time support using temporary funding.
			1. **Jazz Kiang** stated that the projects listed through PRG would be funded through PRG’s permanent pool of funds from SSF. The dance studio is an example that was not part of the ongoing PRG projects and was a one-time separate request that last year’s SFAC considered.
		5. **Ellen Hermann** stated that the trend report shows the permanent budget for PRG. There is $240,000 in permanent SSF funds. **Jazz Kiang** asked if the Chancellor matches the permanent funding and **Ellen Hermann** stated that she would confirm. PRG has $716,000 to consider for projects and this year’s total proposed cost is $705,000.
		6. **Jazz Kiang** suggested that SFAC provide a recommendation on the list of projects during the next meeting. **Ellen Hermann** willverify that the funding is up to date and verify which projects are ongoing.
4. **Announcements**
	1. None
5. **Adjournment**
	1. **Denise Marshall** moved to adjourn the meeting. **Christina Wang** seconded. With no objections, **Jazz Kiang** adjourned the meeting at 6:31pm.