**Student Fee Advisory Committee**

**Approved Meeting Minutes -April 8, 2014**

**Attendees Present:**

Graduates: Alison Winje (Chair), Randy Mai, Annie Blomberg, Theresa Stewart

Undergraduates: Janay Williams, Jazz Kiang, Jas Kirt

Administration: Christine Wilson, Director, GSRC

Maureen Wadleigh, Associate Director, CRA

Faculty: Kym Faull, Prof. in Residence

Ex-Officio: Rebecca Lee-Garcia, Academic Planning and Budget

Advisor: Marilyn Alkin

Absent: Moneel Chand

**Call to Order:**

* The meeting was called to order at 1:06 p.m.

1. **Approval of Agenda:**

* A motion was made to approve the agenda. The motion was unanimously approved.

1. **Announcement re: Minutes**

**Eric Greene** is joining the UCLA Communications staff as Assistant Director for Diversity and Campus Climate. Letisia Marquez will be taking SFAC minutes on an interim basis.

1. **Review of Minutes:**

* A motion was made to approve the minutes. The motion was unanimously approved.

1. **Assignment of Sub-Committees**

The committee established the following subcommittees:

A: Grad Division, GSA, GSRC = Annie, Maureen, Jas

B: BRC, SAIRO, Financial Planning, Dashew, OTC = Nancy, Randy, Moneel

C: CPO, CRC, SIAC, Diversity Planning, Bruin Corps, Early Child Education, Student Legal, CRA = Janay, Kym, Ali

D: Career Center, SRC, CAP, Marching Band, Emergency Housing, CAPS, LGBT, Student and Campus life, SOLE = Jazz, Christine, Theresa

1. **Budget update/ Reserve allocation**

**Rebecca Lee-Garcia** presented tables showing how the permanent Student Services Fee (SSF) budget was increased in order to permanatize 95% of the net revenue.  She also showed how the Mental Health budget changed from being a temporary continuing commitment to also being part of the permanent budget.  The two reserve accounts that are managed by SFAC will also be consolidated with the main account that SFAC manages in order to create one main account that SFAC manages.

Rebecca also presented a table incorporating these changes that shows a forecast of the account that SFAC manages.  The forecast went out to 2017/18 and showed that there is a possibility that the permanent budget that SFAC manages could be completely reduced by 2016/17 if SFAC continues to fund all benefits shortfalls and cost of living salary increases.  The forecast assumes 3% cost of living increases every year and no increase in the SSF fee along with stable enrollment.   SFAC will need to take this into consideration as they look to decide how much temporary funding they want to recommend be put towards temporary commitments.  The committee also needs to consider how much they want to keep as a reserve amount each year. She can provide forecasts of different budget scenarios based on various different recommendations for temporary funding levels and covering different percentages of the benefits shortfalls for the future. That will change the ending balance line and impact the amount the committee will have in reserve. The big issues for SFAC are how much do you want to spend in temporary finds and how does it impact future years. SFAC is not allowed to go into the red. Before 2016-17 there will have to be a decision made.

**Theresa Stewart –** There’s a challenge with being overly generous and with being too conservative.

**Alison Winje**-Students will pay in the future if were really generous because services will get cut.

**Marilyn Alkin** – these conversations are why SFAC is an important committee. The questions are uncomfortable but they are part of the process.

We need to have Glyn come and discuss what a reasonable reserve level would be so we can make a recommendation to the chancellor.

1. **IEI Update**

**Rebecca** - Working on implementing the change on the accounting side.

1. **CSF**

Moneel will be the only one attending.

1. **Next Meeeting**

SFAC will not meet next week so the subcommittee’s can meet.

**Nancy Greenstein** - Has prepared a chart to track subcommittee evaluation of the funding proposals relative to the SFAC criteria and priorities.

Rebecca will prepare a spreadsheet. Christine can help her if needed.

The unit funding request submissions will be uploaded and emailed.

1. **Adjournment**

A motion was made to adjourn. The motion passed unanimously.

Meeting adjourned at 1:57.