**Student Fee Advisory Committee Meeting**

**2325 Murphy Hall**

**4:00-6:00 PM**

**Tuesday, April 9, 2019**

**Present:**

Graduates: Jazz Kiang, Javier Rodriguez, Zak Fisher, Denise Marshall

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

Administration: Deb Geller, Associate Dean of Students and Deputy Title IX Coordinator, Mike Cohn, Director of SOLE

Faculty Rep: Karen Rowe, Professor

APB Advisor: Ellen Hermann (Ex-Officio)

SFAC Advisor: Marilyn Alkin (Ex-Officio)

**Absent**:

Barbara Wilson - UCLA Housing & Hospitality

**Call to Order**

* 1. **Jazz Kiang** called the meeting to order at 4:04pm.
1. **Approval of Agenda**

**Karen Rowe** moved to approve the agenda. **Zak Fisher** seconded. With no objections, the agenda was approved by consent.

1. **Review of Handouts**
	1. N/A

1. **Review and Approve Minutes**
	1. **Karen** **Rowe** moved to approve the minutes on 02.26.2019. **Christina Wang** seconded. With no objections, the minutes were approved by consent.
	2. **Zak Fisher** moved to approve the minutes on 03.12.2019. **Neemat Abdusemed** seconded. With no objections, the minutes were approved by consent. **Karen Rowe** abstained.
	3. **Christina Wang** moved to approve the minutes on 04.02.2019. **Mike Cohn** seconded. With no objections, the minutes were approved by consent.
2. **Course Materials Fee Presentation**
	1. **Jazz Kiang** opened the floor for **Ellen Hermann** to discuss a course materials fee application from the Department of Atmospheric and Oceanic Sciences (AOS).
	2. **Ellen Hermann** stated that they are proposing a $40 course materials fee. She explained that the course materials fee is an additional fee on top of tuition, but only for students enrolled in the AOS 103 course. The course materials fee would cover the rental cost for a boat in Santa Monica Bay for students to conduct oceanographic experiments. The department anticipates $4,000 in revenue, which will cover 6 boating trips.
	3. **Jazz Kiang** opened the floor for the committee to discuss. He stated that all follow-ups could be brought up to the department.
	4. **Deb Geller** asked if this was a new course or a change to the curriculum. **Ellen Hermann** stated that it is not new. Previously the trip was voluntary and now it is required. **Deb Geller** asked if there was a fee when the trip was voluntary. **Ellen Hermann** stated no. **Deb Geller** asked how the boating trips were paid for in the past. **Ellen Hermann** said she could ask the department. **Jazz Kiang** added that in the department’s application, they stated that the proposed course materials fee generated would support some of the cost, as they plan to have the remaining costs covered by a departmental source.
	5. **Zak Fisher** stated that, in his experience, going on a boat was good for his mental health and he is in support of students being able to do so during the course.
	6. **Christina Wang** asked if this course was a requirement for a major or if it was an elective class. **Ellen Hermann** stated that the information might be in the application or she could ask the department. **Jazz Kiang** added that the 103 course number reflects that it is an upper division course and that the application stated that the course is geared towards students with a specific interest in oceanography.
	7. **Karen Rowe** stated that the course sounded vague. She asked if the boating trips were a teaching opportunity and if the students were going to be being graded. **Christina Wang** stated that the application stated the boating trip is part of students’ participation, which is a part of the grade.
	8. **Zak Fisher** moved to recommend the course materials fee to the Chancellor for approval. **Neemat** **Abdusemed** seconded. The motion passed with 9 votes in favor, 0 votes in opposition, and 1 abstention.
3. **Discussion on Deliberation Process**
	1. **Jazz Kiang** recapped last week’s meeting. He stated that, based on the APB forecast, the campus would be in a $4 million deficit in two years if they continued all of the 2018/19 temporary commitments for 2019/20 and 2020/21. He added that the aggregated amount of all requests for 2019/20 is about $10 million. **Ellen Hermann** stated that the $10 million is inclusive of a $2.5 million request from Athletics, in which they requested their existing permanent allocation. **Jazz Kiang** noted the correction and stated that the aggregated amount of all requests is a little less than $8 million for 2019/20 and around $9 million for 2020/21.
	2. **Jazz Kiang** recommended that they make a 2-year recommendation, as opposed to last year, where the committee only recommended 1-year for all line items. He stated that he is open to the idea of recommending some line items on a 1-year basis, but to recommend continuing high priority items on a 2-year basis.
	3. **Deb Geller** stated that she believed 2-year recommendations are essential when funding for staff beyond a 1-year period. She also suggested bumping up the starting point on the buyout funds by $742,000. **Ellen Hermann** clarified that the numbers on the chart are just hypothetical numbers plugged in as examples since there are no temporary commitments beyond 2018/19. She recommended a more tapered decrease, rather than a sudden drastic decrease. **Jazz Kiang** added that in regards to the $742,000 buyout, the committee could look at that amount to fund one-time temporary needs.
	4. **Karen Rowe** asked what amounts in the funding requests are for contract staff and if staff are operating off of temporary funds. She asked for a list of total large budgets items. **Ellen Hermann** stated that all of the requests are for temporary funds. **Jazz Kiang** added that most of the requests are for staff positions and noted that some might be for one-time purchases, such as equipment and technology.
	5. **Zak Fisher** stated that he is not in favor of recommending items on a 2-year basis because they do not know what is going to happen in the future. He added that he believed the current way of things is just not working and that they should worry more about what is going to happen next year, not 2 years down the road. **Jazz Kiang** noted that last year’s committee only recommended one year of funding, which the Chancellor approved, so—except for carryforward—no Student Services Fee-funded units are currently earmarked to receive temporary funds on July 1.
	6. **Ellen Hermann** added, regarding **Deb Geller’s** point about the one-time buyout funding, that all funding is one-time. Regarding **Zak Fisher’s** point about 1-year recommendations, she stated that for planning purposes, it is helpful for people to have a heads-up, for staff members to know if they will have a job or not, or if students will be offered a certain service. **Zak Fisher** stated that he did not mean to say that the committee should not make two-year recommendations. He added that if the decision comes down to making a recommendation for one or two years, then it depends on what it is for. He agreed that planning is important.
	7. **Denise Marshall** added that 2-year recommendations are beneficial for students, knowing that they can depend on a service the following year.
	8. **Javier Rodriguez** asked if they were assuming that there would be an increase in the Student Services Fee level for 2-year recommendations. **Ellen Hermann** stated that the model assumes a 3% increase beginning in 2020/21. **Javier Rodriguez** asked **Ellen Hermann** to forecast a scenario with no increase. **Denise Marshall** suggested that the committee could still make a 2-year recommendation, but without the 3% assumption.

**Ellen Hermann** added that APB received an email from UCOP assuming that there will be a 3% increase beginning in the next two years, but not this year. **Jazz Kiang** added that this has been part of a proposed multi-year budget plan put forth to the Regents, which will likely not be decided on until July.

* 1. **Zak Fisher** stated that a proposed 3% increase is a total moral outrage and that student fees are already too high. He added that there should be a discussion about decreasing and eliminating these fees, not increasing them. He stated that a 3% increase is not responsible. He stated that a 3% increase in Student Fees is the sort of thing that calls for a strike among graduate students.
	2. **Denise Marshall** asked if approval of a 3% increase would affect current students or just incoming students. **Ellen Hermann** stated that, historically, it has applied to all students.
	3. **Deb Geller** stated that she believed that they are putting the “cart before the horse,” in that they are coming up with amounts that they want to recommend before hearing from all of the subcommittees and getting a sense on what the subcommittees have discussed.

**Jazz Kiang** stated that last year’s committee ended up having to work backwards since the budget forecast was so unclear. He took the feedback from last year and wanted to give this year’s committee an opportunity to discuss a potential ballpark figure beforehand.

* 1. **Javier Rodriguez** stated that they currently have $2 million on the forecast chart. **Ellen Hermann** stated that this is a hypothetical number. **Jazz Kiang** stated that the current Student Services Fee level does not allow for UCLA to sustain all of its temporary commitments. He asked the committee to consider making recommendations that allow for services to continue at a rate that students can expect them to still exist. He added that this year’s committee may be important in setting the table for future committees to re-shift important priorities.
	2. **Karen Rowe** asked about the insurance line item on the chart. **Ellen Hermann** stated that it is similar to TIF. **Deb Geller** added that it ends up being about 1% of payroll. **Ellen Herman** added that Student Services Fee revenue fund all the numbers on the spreadsheet.
	3. **Jazz Kiang** added that they have a timeline for when they should submit their recommendations to the Chancellor. **Ellen Hermann** added that the merits and benefits shortfall is currently reflected as an estimated number on the chart.
	4. **Deb Geller** asked about the Athletics request. **Ellen Hermann** suggested that they exclude their request from the spreadsheet because it is highly likely that they misinterpreted the call.
	5. **Deb Geller** moved to remove Athletics from the spreadsheet. **Mike Cohn** seconded. With no objections, the motion was approved.
	6. **Karen Rowe** added that by removing this request it would not make much of a difference because they are not staffing requests. **Ellen Hermann** stated that a significant amount is staffing.
	7. **Jazz Kiang** suggested moving forward and beginning subcommittee presentations.
1. **CSF Report**
	1. **Jazz Kiang** opened the floor for **Denise Marshall** to provide the CSF report.
	2. **Denise Marshall** statedthat CSF had its spring meeting on April 6-7 at UC Santa Cruz. A council member from UC Riverside was elected as the 2019/20 CSF Chair. CSF approved its 2019/20 budget to be identical as the current year, so dues will be the same. CSF had two presentations: one about basic needs programs and services and the other about ProctorU, which is a remote proctoring service. CSF plans to review its governing documents and will be discussing the proposed multi-year budget plan during a future call.

**Karen Rowe** moved to enter Executive Session. **Denise Marshall** seconded. With no objections, the committee entered Executive Session.

With no objections, the committee exited Executive Session.

1. **Announcements**
	1. N/A
2. **Adjournment**
	1. **Neemat Abdusemed** moved to adjourn the meeting. **Paulina Macias** seconded. With no objections, **Jazz Kiang** adjourned the meeting at 6:01pm.