**Student Fee Advisory Committee Meeting**

**2325 Murphy Hall**

**Friday, January 19, 2018 from 4:00- 6:00pm**

**Present:**

Graduates: Jazz Kiang, Nicole Ngaosi, Javier Rodriguez, & Cody Trojan

Undergraduates: Neemat Abdusemed, Richard White (Chair), Katie Kim, & Christina Wang

Administration: Mike Cohn, Director of SOLE

Barbara Wilson, Director of Room Divisions in HHS

Faculty: Karen Rowe, Professor

SFAC Advisor: Marilyn Alkin, (Ex-Officio)

**Absent**: Paolo Velasco, Director of Bruin Resource Center

1. **Call to Order:**
   1. The meeting was called to order at 4:05 p.m.
2. **Approval of Agenda**

A motion was made by ***Christina Wang*** and seconded by ***Neemat Abdusemed*** to approve the agenda. The vote passed unanimously.

1. **Review of Handouts**
   1. Box was updated with thank you emails and responses from departments for SFAC to review.
   2. Case management’s unit review was updated to Box as well.
2. **Review and Approve Minutes** 
   1. ***Jazz Kiang*** moved to approve the 1/12/17 minutes and was seconded by ***Katie Kim***. The vote passed with 9 votes to approve.
3. **Unit Review: Case Management**
   1. Mark Veldkamp, Director of Case Management and Terriel Cox, Case Manager attended the meeting to present. This unit was started by Dean of Students and Residential Life and developed into a multidisciplinary team that meets weekly to address students of concern (such as mental health and financial issues). This information is mainly kept confidential and sometimes UCPD assists with threat assessment. Case managers work directly with students, who may not come on the radar but need support to resources, through drop in hours in the specific centers.
   2. Questions from SFAC
      1. ***Neemat Abdusemed*** asked for clarification about what the case managers provide such as therapy or counseling. Mark Veldkamp shared that the staff are not performing therapy but some counseling. Terriel Cox added that Case managers also connect students to services and make them aware of what they are eligible for.
      2. ***Mike Cohn*** asked how they can help students who are walking around miserable on campus. Terriel Cox stated that campus partners and students are more aware of their services and referrals based on their presentations and the Red folders document.
      3. ***Mike Cohn*** asked when students complete the Case management program and what happens after. Mark Veldkamp stated that it varied. Some students moved forward with their goals and navigated on their own after the crisis while others still had trouble and needed more support.
      4. ***Nicole Ngaosi*** mentioned the collaboration with the Graduate Division but asked how the case managers developed relationships with the Graduate Student Resource Center because students go there for financial and housing needs. Mark Veldkamp shared that the case manager for this area has a number of SAOs and colleagues reaching out to him including ECRT and Graduate Division.
      5. ***Jazz Kiang*** asked why CARE was separated from Case and how it changed the dynamics of their role. Mark Veldkamp stated that the model that evolved is better for students and staff because there was a large national movement for Title IX and UCOP decided every campus should have CARE for victims of sexual violence. Both Case and CARE were services that were needed at UCLA.
      6. ***Jazz Kiang*** asked how Case Management helps the campus partners reduce duplicate programs and services on campus. Mark Veldkamp shared that Case management sees things that are challenging to students and the case managers are in touch with different offices. Case managers are situated in different departments to reach different populations and bring forward situations, challenges, and barriers that need to be addressed. Terriel Cox added that many of the offices are in communication with each other.
      7. ***Richard White*** asked if there was a case when a professor did not make exceptions for students. Mark Veldkamp stated that majority of professors are flexible when working with the Case managers and supporting the students.
4. **Unit Review: Graduate Student Resource Center (GSRC)**
   1. Christine Wilson, Director of the GSRC attended to present. One of the goals is to ensure there are services for graduate students. GSRC collaborates with Career Center, GSA, Grad Division and others on campus. GSRC is struggling because she as the director was asked to take on more responsibilities. Although they are meeting all of the flagship programs and services, the growth of the unit is low. They lack administrative support to expand writing center services. She hopes a referendum will be passed to assist but not certain.
   2. Questions from SFAC
      1. ***Barbara Wilson*** asked for clarification regarding the number of people served and number of appointments filled in the Graduate Writing Center. Christine Wilson shared that the writing tutors have about 92% appointments in a day are scheduled and the number of served actually meet for their appointment.
      2. ***Cody Trojan*** asked why GSRC prefers funding from referendum rather than SFAC. Christine Wilson stated that Graduate Writing Center is perceived as an academic function. Although the Graduate Writing Center is funded through referendum, students make the decisions on procedures rather than faculty. GSRC seeks SFAC funding for programs and services and referendum funding for administrative support staff.
      3. ***Karen Rowe*** shared her concern in the increased need for students in professional schools and graduate school to seek outside help with writing. She asked why these services are not being reviewed by Graduate Division and Graduate council because they are fundamental for students’ degree. Christine Wilson explained that the Writing Center is not like going to an outside editor. She also shared that there are some departments that are addressing this concern but the Writing Center fills in this gap. How can GSRC work with departments to provide this service? Valerie Shepard
      4. ***Katie Kim*** asked what this committee could do to alleviate GSRC’s stress. Christine stated that it was to submit a funding proposal for this position for GSRC and Writing Center.
      5. ***Jazz Kiang*** asked about the status of space conversations when considering graduate students. Christine Wilson stated that the SPARC referendum failed because they did not engage graduate students. People will learn to include graduate students when they decide to build more space at the back of the union.
5. **Unit Review: Career Center**
   1. Christine Wilson started as the Interim Director as of January 2018 and Suzanne Seplow supervises Christine. Career Centers are part of student affairs and focuses on development. After the recession, Career Centers later focused on jobs, milestones and outcomes for students. This resulted in career centers moves out from student affairs into external affairs and alumni affairs. UCLA Career Center is at a junction to determine their role. Their goal is not just the outcomes and jobs but to provide students with what they need through workshops and career peers. Also, she’d like to provide an internship for every bruin.
   2. Questions from SFAC
      1. ***Christina Wang*** asked why Graduate Writing Center provides workshops on resumes as well. Christine Wilson shared that six-years ago, graduate students didn’t have the support they needed for CVs and writing documents from the Career Center so they went to the Writing Center. A committee was created to address graduate student needs resulted with a graduate career services team in the Career Center that was funded by SFAC. SFAC had also agreed to provide funding a few years ago for programs if departments work together. The Career Center’s new system, Handshake, will allow students to connect with employers and schedule appointments.
      2. ***Barbara Wilson*** asked for data on the number of students who have jobs after graduating. Christine Wilson explained that the First Destination survey is currently capturing 40% but this is not mandatory. They hope to make the survey mandatory or to include questions on senior surveys for Engineering and the survey for alumni association as well.
      3. ***Cody Trojan*** did not find the resources Career Center and conferences useful due to his academic route. He found individualized discussions and support more helpful than workshops. Christine Wilson shared the challenge of capacity. Although Cody may not find the services useful, their value is to drive graduate students begin to engage in their career development earlier rather than later. Attending these initial services may lead students to get more involved in individualized opportunities. Suzanne Seplow also stated that it helps folks to get started not just on 1:1 services.
      4. ***Nicole Ngaosi*** asked for two requests and noticed the organizational chart does not show who is SSF funded. Christine Wilson will send that. Also for the carryforward, she’d like to know where it came from. Christine Wilson said half of it is tied to an internship program that vanished and is now being built up. It will be used to fund internships. The other carryforward is being used to upgrade their second floor location. The funding was not from SSF or state but rather from donors and revenue generating.
6. **Unit Review: Center for the Art of Performance (CAP)**
   1. Meryl Friedman, Director of Education at CAP attended the meeting. Art in Action was funding by SFAC which is free and fun for UCLA students, staff, and faculty. They are dedicated to contemporary art. The Passport program, funded by SFAC, is for student members to attend preplanned programs. If they are a member and want to choose programs they’d like to attend, they must pay $5 and they get to bring a friend for free. The charge came about because students would RSVP but not show up so the charge has now increased attendance.
   2. Questions from SFAC
      1. ***Jazz Kiang*** stated that the unit review did not specify what the carryforward came from and what it was used for. Meryl Friedman stated that the carryforward came from saving funding for the shared coordinator with ORL, who administers the passport program and facilitates arts programs on the hill. CAP was unsure SFAC would providing funding for this position.
      2. ***Jazz Kiang*** stated that the organizational chart does not specify where the SSF staff was located. Meryl Friedman shared that the coordinator is on the ORL staff and CAP transfers the funds to ORL. The other FTE is funded by a different student services fee, not SFAC. ***Jazz Kiang*** also asked what space was rented with SSF. She explained most events happen in Royce and TFT which must be paid for event space.
7. **Announcements**
   1. ***Richard White*** stated that members were not in favor of the current meeting time. SFAC can change the time after February 9 due to scheduled presentations.
   2. ***Richard White*** and ***Jazz Kiang*** are attending the Council of Student Fees meeting tomorrow at UC Irvine.
      1. ***Karen Rowe*** asked if they could find out what issues other SFAC committees had to confront with CAPS and increased support services as well as other areas of commonalities.
      2. ***Cody Trojan*** wanted to make a strong statement against the fee increase.
8. **Adjournment** 
   1. A motion was made by ***Katie Kim*** and seconded by ***Neemat Abdusemed*** to adjourn the meeting. The vote passed unanimously.Meeting adjourned at 6:07pm.