**Student Fee Advisory Committee Meeting**

**Room 2121, Murphy Hall**

**4:30-6:30pm Wednesday, February 12, 2020**

**Attendees:**

Graduates: **Janay Williams, Brittnee Meitzenheimer, Jackie Markt-Maloney, Denise Marshall**

Undergraduates: **Nicole Corona Diaz, Atreyi Mitra, Paulina Macias, Karen KP Patron**

Administration: **Carina Salazar,** **Deb Geller, Kevin Kilgore**

SFAC Advisor: **Christine Wilson**

APB Advisor: **Ellen Hermann**

Absent: **Karen Rowe**

**Nicole Corona Diaz** calls the meeting to order at 4:39 PM.

1. **Approval of the agenda**
	1. **Brittnee** **Meitzenheimer** motions to amend the 02/12/20 agenda to include a discussion on bylaws and **Kevin Kilgore** seconds this motion.
	2. **Nicole Corona Diaz** moves to strike Center for Accessible Education from the 02/12/20 agenda and **Paulina Macias** seconds this motion.
	3. **Kevin Kilgore** motions to approve the 02/12/20 agenda and **Brittnee** **Meitzenheimer** seconds this motion**.**
2. **Review of Handouts**
	1. Handouts viewed in Box
3. **Approval of Minutes**
	1. **Kevin Kilgore** motions to approve the 02/05/20 minutes and **Brittnee Meitzenheimer** seconds the motion.
4. **Accessibility**
	1. **Brittnee Meitzenheimer** opens up the discussion about adding the use of Zoom to the bylaws to increase accessibility to SFAC meetings for those who need accommodation for any reason.
	2. **Kevin Kilgore** agrees with **Brittnee Meitzenheimer**’s statement and says that it could be incorporated in the bylaws but using the more generalized term ‘technical resources’ not limited to Zoom.
	3. **Christine Wilson** expresses concern over using Zoom as an excuse to do other things outside of the meeting. **Brittnee Meitzenheimer** responds by saying that by limiting Zoom use to anyone, regardless of their reason, would potentially breach one’s privacy.
	4. **Deb Geller** is not comfortable with having non-video Zoom conference calls since there is no way of knowing if there is a non-SFAC member with the absent SFAC member during Executive Session meetings.
	5. **Carina Salazar** is not sure that Zoom needs to be explicitly added to the bylaws more than it needs to be understood upon participation by all committee members.
	6. **Jackie Markt-Maloney** approves of adding a statement into the bylaws.
	7. **Nicole Corona Diaz** says that having advanced notice if someone will not be present at the meeting is helpful since set up for Zoom detracts from meeting hours.
	8. **Christine Wilson** says that using Zoom is fine given that the committee is in a room with proper accommodations (e.g. speakers, large screen).
	9. **Karen ‘KP’ Patron** says that if there isn’t anything on this matter written in the bylaws then there should be a written protocol.
	10. **Brittnee Meitzenheimer** thinks it is important to have it posted in the bylaws for equity for all student participants in the committee.
	11. **Christine Wilson** says that although **Deb Geller’s** point about Executive Session is concerning, it should not exclude anyone from attending a meeting via Zoom if needed.
	12. **Kevin Kilgore** advocates for using Zoom and says that we should trust those on the committee to do the right thing.
	13. **Christine Wilson** suggests considering a policy document rather than a bylaw because technology will evolve.
	14. **Brittnee Meitzenheimer** will draft this document and invites others to join in assisting for next week.

 **Enter Executive Session**

**Kevin Kilgore** motions to enter Executive Session and **Paulina Macias** seconds the motion.

1. **Discussion and Review of Unit Submissions**
	1. **Bruin Corps**
	2. **Campus Assault Resources Center**
	3. **Dashew Center for International Students and Scholars**
	4. **Early Care and Education**
	5. **SAIRO**
	6. **Office of Technology Center**
	7. **Community Programs Office**
	8. **Campus Life Administration**
	9. **Student Organizations, Leadership and Engagement**

**Exit Executive Session**

**Janay Williams** motions to exit executive session and **Atreyi Mitra** seconds the motion.

1. **Announcements**
	1. **No announcements**
2. **Adjournment**
	1. **Paulina Macias** motions and **Atreyi** **Mitra** seconds to adjourn the meeting at 6:35pm.