STUDENT FEE ADVISORY COMMITTEE MEETING

A-239 Murphy Hall

Tuesday, January 27, 2015

**Attendees Present:**

**Graduates:** **Theresa Stewart (Chair), Erik Peña, Michael Soh**

**Undergraduates: Moneel Chand, Alexia Gonzalez, Angela Yip**

**Faculty: Thomas Vondriska, Associate Professor (Faculty Rep)**

**Administration: Maureen Wadleigh, Associate Director, CRA**

**Christine Wilson, Director, GSRC**

**Nancy Greenstein, Director of Police Community Service Bureau**

**Advisor: Marilyn Alkin (SFAC Advisor)**

**Rebecca Lee-Garcia, Academic Planning and Budget (Ex-Officio)**

**Absent: Janay Williams (Undergraduate Rep)**

**Nicole Robinson (Graduate Rep)**

**Call to Order:**

The meeting was called to order at 3:07 p.m.

1. **Approval of Agenda**
	* 1. A motion was made by ***Erik Peña*** to approve the 1/27/2015 agenda and seconded by ***Angela Yip***. The vote passed unanimously.
2. **Review of Handouts**
	* + 1. Neuroscience Lab Letter
			2. Rubric templates for Unit Review and Funding Request
			3. SFAC Minutes from 1/20/15
3. **Review of Minutes**
	* 1. A motion was made by ***Angela Yip*** to approve the 1/20/2015 minutes and seconded by ***Michael Soh***. The vote passed. ***Thomas Vondriska*** abstains from voting.
4. **Compensation Policy Letter Review**
	* 1. ***Angela Yip*** said the letter was ready to be sent out to all of the committees. ***Theresa Stewart*** asked if ***Angela Yip*** would like to be on the letter. ***Angela Yip*** said it would be fine to have ***Theresa Stewart*** sign and send out the letter.
5. **Template Unit Review/Funding Request Approval**
	* 1. ***Theresa Stewart*** requested asked SFAC to review the unit review and funding request templates that would be used to review the submissions for this year.
		2. ***Christine Wilson*** asked if questions 7 and 8 in the unit review were the same. ***Theresa Stewart*** stated she will change it.
		3. There are no more comments regarding the unit review template.
		4. ***Thomas Vondriska*** asked if the question on how units plan to fund these requests in the future after their funding period is over should also be present in unit review questions.
		5. ***Christine Wilson*** moves to approve these rubrics to review the submissions this year, ***Maureen Wadleigh*** seconds. The vote passed unanimously.
6. **Selection of Sub Committees for Review**
	* 1. Group 1: Events, Community, Housing, CPO, SIS, Spirit Squad and SRC
			1. ***Christine Wilson, Nicole Robinson,*** and ***Alexia Gonzalez***
		2. Group 2: Grad Division, Dean of Students, Graduate Student Resource Center, Graduate Student Association, SAIRO, ASHE
			1. ***Maureen Wadleigh, Moneel Chand,*** and ***Michael Soh***
		3. Group 3: BRC, Bruin Corp, Athletics, SOLE, Recreation, SA Administration
			1. ***Nancy Greenstein, Erik Peña,*** and ***Janay Williams***
		4. Group 4: Campus Life, CAPS, Career Center, Dashew, LGBT, OTC, Business Science Center
			1. ***Thomas Vondriska, Angela Yip,*** and ***Theresa Stewart***
7. **Timeline for Review**
	* 1. Week 5: Budget Presentation- Meeting with sub committees
		2. Week 6: No SFAC Meeting- Meeting with sub committees
		3. Week 7: Debrief at SFAC Meeting
		4. Week 8: No SFAC Meeting- Meeting with sub committees
		5. Week 9: Debrief at SFAC
		6. Week 10: Discussion or visits with units
8. **CSF Planning Update**
	* 1. ***Alexia Gonzalez*** stated that the meeting on Saturday and Sunday will be until 7pm and Friday from 6-10pm.
		2. Still need to send hotel and transportation suggestions this week.
9. **Course Material Fee Letter**
	* 1. Chancellor did not accept the recommendation and approved the fee for $55 rather than $45.
10. **Announcements**
	* 1. ***Rebecca Lee-Garcia*** will present a budget projection review in the next week.
11. **Adjournment**
	* 1. Motion was made by ***Alexia Gonzalez*** and seconded by ***Angela Yip*** to adjourn the meeting. This vote passed unanimously.
		2. Meeting was adjourned at 3:52pm.