**Student Fee Advisory Committee Meeting**

**2325 Murphy Hall**

 **5:00-7:00 PM**

**Tuesday, December 4, 2018**

**Present:**

Graduates: Jazz Kiang, 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, Barbara Wilson, UCLA Housing & Hospitality, Mike Cohn, Director of SOLE

APB Advisor: Ellen Hermann (Ex-Officio)

Faculty Rep: Karen Rowe, Professor

SFAC Advisor: Marilyn Alkin (Ex-Officio)

**Absent:** Javier Rodriguez

1. **Call to Order**
	1. **Jazz Kiang** called the meeting to order at 5:07pm.
2. **Approval of Agenda**
	1. **Jazz Kiang** recommended to amend the agenda and review the minutes from November 20th, 2018 and November 27th, 2018 and during the first meeting of winter quarter.
	2. **Karen Rowe** moved to approve the agenda as amended. **Christina Wang** seconded. Without any objections, the agenda was approved as amended.
3. **Review of Handouts**
4. **Pre-unit Presentation Conversation**
	1. **Jazz Kiang** stated the first presentation is from Student Legal Services and reminded the committee that an email was distributed last night with updates, reminders, and instructions to get to the box documents. **Jazz Kiang** stated SFAC finally has a full committee and **Zak Fisher** has officially been appointed by the Chancellor. **Jazz Kiang** stated that Ellen Hermann compiled all of the funding requests into a master spreadsheet and is labeled 2018-2019 Spreadsheet for Student Services Fee Funding. **Jazz Kiang** stated he would caution the committee to download a copy instead of making adjustments on the online box feature. **Jazz Kiang** stated that he would appreciate if the committee takes notes on the Google form that was sent out to the committee at an earlier time.
5. **Review and Approve Minutes (Nov. 20 and Nov. 27)**
6. **Unit presentation: Student Legal Services (25 min)**
	1. Student Legal Services Executive Director Elizabeth Kemper presented to the UCLA SFAC committee.  **Elizabeth Kemper** stated she would like to thank SFAC for its great support and SFAC is the reason why Student Legal Services still exists, back in the 1990’s the powers at be in Student Affairs wanted to close SLgS and the SFAC committee is what has kept SLgS alive. **Elizabeth Kemper** stated SFAC has been a wonderful supporter and provided the summer funding that allows SLgS to stay open 100% time with 100% clerk support and the brand new immigration attorney that the committee funded at 20%, which was funded last year will be extended an offer soon and the start date will be sometime in January. **Elizabeth Kemper** stated the primary mission is to provide high quality, personalized, confidential legal assistance for all UCLA students and handle a wide range of matters. **Elizabeth Kemper** stated the SLgS provides any legal issue that students encounter including the top areas which are landlord/tenant, university related issues, criminal issues, auto-related issues and now immigration issues. **Elizabeth Kemper** stated that SLgS also does credit card and collection, family law, wills, employment issues, name change, name & gender change, and pretty much any legal issues that students encounter. **Elizabeth Kemper** stated SLgS can do a lot for the students as they do not go to court but can do a lot from their office and can negotiate with the other side on behalf of the student and help get good results for them. **Elizabeth Kemper** stated that they serve a disproportionate number of underrepresented students, international students, and graduate students and SLgS is an important retention tool so students can focus on their studies while handling legal problems that they are facing which allows SLgS to become a safety net for the most vulnerable populations at UCLA as most do not have another attorney that they can turn to. **Elizabeth Kemper** stated SLgS is staffed, now with the new immigration attorney, with 4 part-time attorneys at a total of 2.4 FTE and 4 student-clerks.  **Elizabeth Kemper** stated they have 100% placement rate for the student-clerks that apply to law school.  **Elizabeth Kemper** stated they educate students about their legal rights and responsibilities. **Elizabeth Kemper** stated that she is part of the UCLA diversion program that allows student who could be cited by UCPD with minor possession which would potentially lead to criminal record and loss of driver's licenses for a full year and allows students the option to refer to the diversion program taught by Elizabeth Kemper to provide educational options rather than losing a driver's license. **Elizabeth Kemper** stated the website has an enormous amount of content on it about apartment agreements, roommate agreements, sublease agreements, etc. **Elizabeth Kemper** stated attorneys go out on campus and provide free legal assistance with the mobile legal clinics and the newest one is “Lunch with a Lawyer.”  **Elizabeth Kemper** stated that she does “Law at the Transfer/Veterans Center” and another attorney does “Law at the Union.” **Elizabeth Kemper** stated they heard from their clients, especially international students, that there was a need for immigration assistance and she began inviting immigration attorneys form the community to campus. **Elizabeth Kemper** stated that the invited attorneys provided ½ hour free consultations and provided services once a quarter and SLgS came back to SFAC and were able to get funding to provide services five times a quarter as it showed there was a real need for this kind of assistance. **Elizabeth Kemper** stated that when the new immigration attorney is onboard these consultations will not be offered as there will be someone available at all times for the students and the will not have to wait to get this kind of assistance. **Elizabeth Kemper** stated she also does a fair amount of policy review and serves on a fair amount of committees that advocate for students rights. **Elizabeth Kemper** stated they are making two requests for SSF funding and the first one is the summer funding as historically they close for July and August but repurposed the salary from the legal secretary when she returned back in 2011 as they were open and had an attorney for 80% in July and an attorney for 70% in August. **Elizabeth Kemper** stated SLgS asked SFAC to bring the unit to 100% as it was confusing for students to understand when SLgS was open and when it was closed. **Elizabeth Kemper** stated that the second ask is to continue funding the 20% immigration attorney which will start in January and the immigration attorney is the number one priority, as units were asked to prioritize the requests, as the demonstrated need is there and SLgS will need more time to flush out the program, develop the position, and services. **Elizabeth Kemper** stated SLgS did adjust the 2019-2020 request to reflect that the immigration attorney will have a January start date instead of last September and will be a lower request otherwise than it would have been. **Elizabeth Kemper** stated that SLgS could use some of the carryforward to move the immigration attorney and clerk time in the summer up to 100% but that would only be on a very short-term basis or to go back to the way it was in 2011 to have 80% in one month or 70% in another. **Elizabeth Kemper** stated if the immigration attorney position were not fully funded then SLgS could try reducing this position to .10FTE but that would be a reduction in the scope of services, and lastly if that were not possible SLgS would look into increase the user fees but the office was able to lower the user fees when repurposing the legal secretary salaries and would like to keep the fees low if possible. **Elizabeth Kemper** stated that $57,000 carryforward is a result of frugal budgeting primarily because of staff turner and leaves and that the projected carryforward for June 2019 is $34,000. **Elizabeth Kemper** stated the reason for the carryforward is because one attorney is on maternity leave and the retired attorney was recalled to come in and carryout that time to not have a dramatic reduction in the services provided to students and SLgS felt as if this was not in the students best interest to have legal interest hanging over their head. **Elizabeth Kemper** stated that a laptop was purchased for the immigration attorney as SAIT only pays for replacement laptops and made changes which saw SLgS paying for additional services to host the SLgS database. **Elizabeth Kemper** stated the primary reason for carryforwad as a reserve is for the two attorneys close to retirement and the projected vacation payout is $33,000 and will not have another source of funding. If it wasn’t budgeted carefully, the two attorneys are always hitting vacation max because they each are part-time & part-year and then that would leave only $1000 for SLgS. **Elizabeth Kemper** stated the additional carryforward is intended to be used for aging office equipment and an upcoming 50th celebration for SLgS in May. **Elizabeth Kemper** stated that SLgS has two client satisfaction surveys. **Elizabeth Kemper** stated that one is short and administered after each meeting with an attorney, with a 99% participation rate, and does a longer survey when the case is closed that gives clients the opportunity to address learning outcomes and opportunities for comments as everything is in the submission materials. **Elizabeth Kemper** stated that there is a database where SLgS gathers demographic information about clients as well as case types and helps SLgS keep track of what students populations are missing or if better outreach needs to be done to additional student populations.
	2. **Zak Fisher** stated that SLgS is doing awesome stuff and the satisfaction surveys speaks for themselves and asked if SLgS could do more work if it had additional resources. **Elizabeth Kemper** stated that with more resources there are several things that SLgS would look into doing: additional resources for the immigration attorney, have more regular attorney time, more outreach and more education, can potentially reduce its fees or waive additional fees for students. **Karen Rowe** asked if Elizabeth Kemper can explain the relationship between SLgS and the immigration attorneys that operate throughout the Southern Region and work throughout the Student Affairs office at the moment and to explain the additional legal service lawyers that represent people dealing with immigration issues and how that fund factors into coordinating with the SLgS mission. **Elizabeth Kemper** stated the immigrant legal services center and SLgS works very closely with one another and that she did all the DACA work before they came to UCLA and UCLA was the first campus to offer any legal assistance for DACA. **Elizabeth Kemper** stated when the two attorneys or the 1 ½ attorneys on campus came to UCLA, they were able to provide legal assistants to undocumented students and their families but because SLgS is funded by SSF, they just provide assistance to the students and sometimes the immigration attorneys will send undocumented renewals to Elizabeth Kemper if the immigration attorney is overloaded with work. **Elizabeth Kemper** stated that she has been working very closely and also helps with the undocumented workshops and this is a very good relationship. **Elizabeth Kemper** stated that she has not heard about any new funding, they have funding for undocumented students but no one has informed her about the latter question asked by Karen Rowe. **Christina Wang** asked how lack of space has affected her ability to service students. **Elizabeth Kemper** stated it has impacted SLgS and has reserved the conference room often for the immigration attorney because there is not enough office space for all the attorneys. **Elizabeth Kemper** stated the Law school has talked about having a law student in there but there is no space for a law student. **Barbara Wilson** asked if Elizabeth Kemper has ever considered working with Dashew on private fundraising to help with additional funds or whether Dashew ever extended the invitation to work together. **Elizabeth Kemper** stated she did not work with Dashew on immigration consultation and she did that on her own and then advertised to them and many other entities on campus. **Elizabeth Kemper** stated the interim director for Dashew served on the search committee for the immigration attorney so they expect that there will be more collaboration there. **Karen Rowe** asked where other funding comes from. **Elizabeth Kemper** stated that all funding comes from SSF funds but its permanent funds under 20000 funds. Karen Rowe asked if the 20% for the immigration attorney is temporary. **Elizabeth Kemper** stated yes, that is correct, the immigration attorney is funded on temporary funds. **Jazz Kiang** thanked Elizabeth Kemper for visiting and one of the committee members will be in contact if there are any follow-up questions.
7. **Unit presentation: SOLE (25 min)**
	1. SOLE Executive Director Mike Cohn presented to the SFAC committee. **Mike Cohn stated** Student Organizations Leadership & Engagement’s mission statement is to empower students through organizational development, foster leadership, and promote active engagement. **Mike Cohn** stated SOLE is the department that from his perspective is UCLA’s student activities offices and is responsible for the registration and advisement for most campus organizations at UCLA. **Mike Cohn** stated that last year there were 1,215 registered campus organizations, more than any university in the nation and that number keeps growing. **Mike Cohn** stated this year in the fall is by far the biggest registration time, also SOLE does short registrations in winter and spring, and had over 11,000 in the fall and confident that during the 2018-2019 academic year SOLE will hit over 1,300 registered campus organizations. **Mike Cohn** stated that on one hand it is wonderful and on another it is unbelievably daunting because they have to meet the needs of all campus organizations. **Mike Cohn** stated all organizations are assigned an advisor in SOLE and works with them from leadership develop, campus policies, approving events, advising, funds, conflict mediation, fundraising, as SOLE is also responsible for outdoor amplified sounds, responsible for time-place and manner, and work on a variety of leadership development programs (part of the L in SOLE) such as Bruin Leaders project and facilitate a program called Leadershape that sends UCLA students on a leadership experience for a week during spring break and present a variety of leadership based workshops to a wide variety of things for new organizations, including funding. **Mike Cohn** stated that SOLE has administrative oversight of the Program Activities Board comprised of two boards: Community Activities Committee, which funds community service-based programs, and Campus Programs Committee, which funds six-times a year for events that are educational and/or cultural in nature and a SOLE staff member works closely with these boards. **Mike Cohn** stated another piece is that SOLE has become the agency that seems to handle the expenditure and distributions of all university funding by anyone excluding ASUCLA that goes towards student organizations and the number of transactions have grown immensely. **Mike Cohn** stated that the proposal has 5 continuing requests and the number one request is for a Student Affairs Officer 3 as SOLE is running out of people to advise the organizations in an effective manner but some organizations need staff support on a daily basis. **Mike Cohn** stated the second priority is for an administrative specialist that will be a funding advisor and working with a campus advisor on how to advise organizations on how to spend their funds. **Mike Cohn** stated that for the Day of SOLE (Sole Summit), this will be the 5th one, and will bring in all the new organizations and other campus leaders at the beginning of fall and give them a whole intensive experience on leadership development and being a campus organization on campus. **Mike Cohn** stated the 4th and 5th request is for student employees both undergrad and graduate as SOLE really values working with students. **Mike Cohn** stated SOLE’s carryforward comes from interesting and bizarre staff transition. **Mike Cohn** stated one staff member transferred from SOLE to the Dean of Students office and the Office of Residential Life allowed a staff member to work with SOLE as a professional development opportunity and Residential Life continued paying that staff members salary which in-turn led to staff salary savings. **Mike Cohn** stated another fiscal assistant came into help with all of the various transactions to piece together a temporary contract type salary for her based upon what SOLE had there. **Mike Cohn** stated a contract employee who left in late summer and just found a person who will start on Monday who will fill that position. Mike Cohn stated that long-term SOLE had a senior associate director for a long time and when she retired her permanent salary has been filled with other Student Affairs Officers but not to the level, because it doesn’t require that level of payment, but not enough to create a permanent position out of those funds. **Mike Cohn** stated SOLE also has a receptionist position retire and wanted to reclassify the position to change the responsibilities, and advise students on funding, and had to go through human resources to get approved and have filled that position and that person will be starting very soon. **Mike Cohn** stated that if SFAC would not be able to fund SOLE it would be devastating due to all of SOLE’s funding comes from SFAC and they have reached out for extra support for day of SOLE and they have received in-kind and small financial contributions. **Mike Cohn** stated that he would like to mention that the trend report follows a pattern that makes sense in regards to small increases in salary and the like as most of the budget od the department is salaries for professional and student and that he does not think there is anything extraordinary in the year or two to come. **Deb Geller** asked if Mike Cohn could talk about what he is going to do with his $150,000 carry-forward and to clarify how many hours a week SOLE utilize their student workers. **Mike Cohn** stated he thinks it is very important to have reserve funding because outside of salaries there is really nothing else in the budget but also realizes that the number of campus organization is growing the number of financial transactions and support in this area is growing he needs more staff and looking to bring in more staff in the next year or two and use some of this money. **Mike Cohn** stated his concern is to use some of it and if there is nothing else that’s returning without the support of SFAC. **Mike Cohn** stated that in terms of student workers that it is a wide variety of jobs and that determines how many hours a week the students will work and much of it is we will need 8 hours from one student a week, they can give 6 hours, and will flex the time to someone else who has it available. **Mike Cohn** sated there are few specialized positions and those might be more hours but SOLE is really pretty flexible and can go year to year for some or quarter to quarter. **Mike Cohn** stated that undergraduates probably work 40hrs a week and grad is between 20-25hrs a week. **Zak Fisher** stated that he was incredibly disturbed about what he read in the Daily Bruin and what SOLE did to Jamie Kennerk. **Zak Fisher** stated that it was wrong and he hopes that those policies change as soon as possible because the policy as it sounds like its being enforced is arbitrary at best and is a real shame for both SOLE and UCLA that we have a story that happened to Jamie Kennerk happen to her and would hope the committee know what he is talking about. **Zak Fisher** stated that he does not want to dwell on it here and **Mike Cohn** stated to let him respond as he already met with Jimmy who was not even at the event and for Zak Fisher to be careful in how he present, **Zak Fisher** stated he spoke with Jamie Kennerk after she met with Mike Cohn. **Zak Fisher** stated that he really did not want a response from Mike Cohn and wanted to make sure everyone on the committee knows who Jamie Kennerk is and **Mike Cohn** statedJamie Kennerk is the External Vice President for USAC, as Mike Cohn is her advisor. **Zak Fisher** stated if you look up SOLE online for anything over the past two years the only result is the unfortunate interaction between Mike Cohn’s organization & Jamie Kennerk on Bruin Walk. **Zak Fisher** asked if the process has integrity that’s all that matters and if it doesn’t have integrity that’s all that matters and he understands that SOLE needs someone to speak for them but he doesn’t understand how it could be Mike Cohn as that is a giant conflict of interest & why would Mike Cohn not send someone else to present? **Mike Cohn** stated that every director who has served on SFAC has presented on behalf of their department and this isn't a personal interest but more so a representation of the students at UCLA and does not see this as any conflict of interest but more of, this is how it always has been done. **Mike Cohn** stated maybe Zak Fisher just doesn’t know how this process works. **Zak Fisher** stated if a senator in the United States senate presented a request for funds before their own committee that this would be a conflict of interest and everyone Zak Fisher has spoken to who is told that this situation is going on right now recognizes immediately that this is a conflict of interest and maybe SFAC is complicit now and just rolling on and is sorry to tell Mike Cohn that this is a conflict of interest and that he should have sent someone else. **Mike Cohn** stated that is not how it works here and the director is always invited and he thanks Zak Fisher for expressing his opinion. **Marilyn Alkin** stated another director would be doing the same thing. **Zak Fisher** asked who it was and where are they. **Marilyn Alkin** stated Deb Geller and **Zak Fisher** stated that he urges Deb Geller to send somebody else. **Deb Geller** stated there is no one else that can be sent as she is a one person unit and she will not be requesting money and will just be explain what she does when it is her turn to present. **Marilyn Alkin** stated let’s not get into this as the committee has time limits. **Zak Fisher** stated thank you very much, but I believe we are also operating under Roberts Rules of Order too, so he is not sure why the committee is allowing random outbursts happen. **Nicole Corona Diaz** asked about the day of SOLE and asked if Pauley Pavilion costs a lot of money? **Mike Cohn** stated that the event is hosted on the concourse and in the Pavilion Club, workshops will take place, and there are some minor facilities cost but it is not extraordinary. **Nicole Corona Diaz** asked about the Student Affairs Office and the Administrative Specialist are they being funded through temporary allocation? **Mike Cohn** stated, yes that is correct. **Mike Cohn** stated that if they look at the budget requests, they are required to include benefits and TIF because without it they can not support the employee and if SFAC makes the allocation for the position those items are included as well. **Karen Rowe** stated that funding can be funded with temporary money and permanent money and that incorporates benefits and TIF. Karen Rowe clarified a statement previously made by Nicole Corona Diaz and stated that when certain employees that are employed under temporary funding, and that bounces up against years of service, and inability of a program to keep somebody beyond such and such a time that this has to be made permanent otherwise the unit cannot keep this person. **Jazz Kiang** stated that he would like to hold this conversation for another time when SFAC has deliberation discussions. **Jazz Kiang** stated that when he first was on SFAC, Day of SOLE was listed as a new request and back then it started off small. **Jazz Kiang** asked what the current proportion of registered student organizations is that participate at the event. **Mike Cohn** stated that all new organizations have to attend or they will not be approved and out of other organizations represented he thinks they had a couple hundred attend and this past Day of SOLE was the best attended event and really focus on the basics and took out some of the creativity so to speak. **Marilyn Alkin** stated that there will not be decisions made on funding at this time this is only time for presentations and directors will leave the room if the committee is discussing their unit and this is just information being provided. **Jazz Kiang** thanked Mike Cohn for visiting and that one of the committee members will be in contact if there are any follow-up questions.
8. **Unit presentation: Spirit Squad (25 min)**
	1. Christina Grabar is a 4th year and the Executive Liaison for the Spirit Squad. **Christina Grabar** stated that the Spirit Squad is comprised of the cheer team, dance team, and Yell crew and act as ambassadors for UCLA in the local & international area. **Christina Grabar** stated there are 250 kids in total apart of the Spirit Squad. **Christina Grabar** stated they attend in total of 400 appearances annually and has one of the highest event counts of the Pac-12 programs. **Christina Grabar** stated they encounter a few common misconceptions such as recruited out of high school, guaranteed admission, full academic scholarship, etc. **Christina Grabar** addressed these issues and shared that the Spirit Squad volunteer about 1000 hours a year, not paid for appearances, accepted on academic merit, receive minimal scholarship, majors vary from sciences to art, and have reduced opportunities for jobs and internships. **Christina Grabar** stated that the Spirit Squad has been her home away from home at UCLA and has helped her grow as a person and as a leader. **Christina Grabar** stated that 30-members on the team took the opportunity to apply for student leadership positions. **Christina Grabar** stated that the permanent funding helps supplement the salary for the contracted coaches as coaches facilitate practice, ensure safety standards, and act as a resource for the student-athletes. **Christina Grabar** stated temporary funds from SFAC supports coaches, supplement cost of training wages, recruitment activities, squad uniforms, etc. **Christina Grabar** stated stated that the Spirit Squad supports multiple squads throughout the year and this has lots of wear and tear on the body. **Christina Grabar** stated mascot costumes were recently purchased for Joe & Josie Bruin and the funds used to obtain new mascot gear has enhanced game day performance and has expanded the support to provide to students. **Christina Grabar** stated that this yea the Spirit Squad has its highest number of squad members. **Christina Grabar** stated without funding the Spirit Squad will be challenged and forced to cut programming, reduction promotes risk & safety, reduce participation due to financial limitation, etc. **Nicole Corona Diaz** asked if the budget is included in the trend report because she added the permanent and temporary and it doesn’t necessarily add up to $77,000, also where the budget/funding for the athletic trainer has come from, and why the Spirit Squad does not have access to tutoring. **Angela Scales** stated that having an athletic trainer was a priority for the Spirit Squad. **Angela Scales** stated maybe this conversation would change people's misconceptions that Athletics should incorporate them into tutoring as Athletics has shared that they’re barely providing tutors for their athletes and is limited to resources and space. **Angela Scales** stated the two requested tutors would be provided for the entire spirit squad and especially for incoming freshman to assist with the transition to college. **Barbara Wilson** asked what the percentage of the 400 plus events a year are athletic events. **Christina Grabar** stated the answer is about 50% of the events are Athletic events. **Karen Rowe** asked what the primary funding requests has been and to explain their request prioritization. **Christina Grabar** stated the answer has been primary funding is for the coaches and for the trainers because the spirit squad values the safety of their student-athletes. **Angela Scales** stated that the hours the trainer is available outside of the games is two hours and the availability is not sufficient and expanding on that is something the Spirit Squad would like to see. **Karen Rowe** asked if the temporary funding is for the trainer to be available at athletic events. **Angela Scales** stated that is correct and available two days a week for a two-hour window. **Karen Rowe** asked if the Spirit Squad could adjust their income or rate to provide for the refurbishment of the mascot and uniforms. **Christina Grabar** stated that UCLA charges the same amount similar to other Pac-12 schools and community service events are not charged for the Spirit Squad services as they rely on the alumni association to provide funding as well. **Neemat Abdusemed** asked about the outreach within UCLA. **Christina Grabar** stated the Spirit Squad has the Battling Bruin program, Mattel Children’s Hospital, Dribble for a Cure, LA Food Bank, and the community outreach events on campus is majority in coordination with many of the Athletic events on-campus. **Christina Grabar** stated the Spirit Squad has a walk like a Bruin program which allows prospective Spirit Squad student-athletes to attend classes and practice, preparatory audition clinics, social media pusher flyer on Bruin walk, and the Alumni Association talks about the Spirit Squad during orientation. **Christina Wang** asked if Spirit Squad seeks corporate sponsorships and whether they look for them for outfit refurbishment or to subsidize costs. **Christina Grabar** stated they are sponsored by Under Armour, a local tanning boutique, B.R Bradley, Sarah Leonard provides jewelry for dance teams to wear on game day, and support from the Alumni Association.
9. **Merits and Benefits discussion**
	1. **Jazz Kiang** stated that it is an umbrella-ask for positions funded permanently through SSF and units have historically asked to approve them on a two-year cycle. **Jazz Kiang** stated there is wording in the recommendation letter that if the Chancellor approves SFAC’s recommendation that the campus would to make sure only the necessary amount of funding goes to these positions. **Jazz Kiang** stated that this recommendation does not matter necessarily with how many positions are actually funded on a permanent basis. **Ellen Hermann** stated that Student Affairs mentioned it in their email with the requests, and Ellen Hermann believes that it is a priority. **Karen Rowe** stated she is in favor of putting this off as long as the committee can since there are many unknown contingencies, one of which is the size of the ask from units coming in with proposals this year and that the committee is engaged in ongoing conversations for workers compensations for CAPS and can be looking anywhere from $600,000-$800,000 for a two-year commitment and once the first commitment is made it is out the door as permanent. **Karen Rowe** stated that there are also big funding things that may also not exist and it seems that this particular decision should be held off until a fuller and richer picture is provided about what the constrains are what pressures are being faced on a shrinking budget. **Zak Fisher** stated that he agrees with Karen Rowe and would appreciate time to review what the bigger picture is and the prudent decision is to push this off into the new year. **Jazz Kiang** stated that if units were instructed to put this in their own requests, then he guesses that this item would probably be number one. **Nicole Corona Diaz** asked if units are ranking it as their number one and if they were previously and asked that when units asks for certain positions does that not necessarily include benefits and merits? **Jazz Kiang** stated that all requests for professional staff include benefits, merits, and TIF and that the caveat is that this is specifically for staff funded permanently by SSF. **Ellen Hermann** stated the units want it as a request but did not put it in a spreadsheet and requested for her to bring it up in a meeting. **Neemat Abdusemed** asked if the campus would decide to fund this need regardless of SFAC’s discussion. **Jazz Kiang** stated he would like for the committee to develop a better picture to discuss this at a later date as a decision will need to be made.
10. **Announcements**
	1. **Jazz Kiang** confirmed that the winter meeting time will be Tuesdays from 4:30pm – 6:30pm.
	2. **Jazz Kiang** stated there will be a UC Path townhall this week and will share additional information via email.
	3. **Jazz Kiang** stated that he would like the committee to use the winter break to review units’ submitted documents.
	4. **Marilyn Alkin** wished all students luck on their finals.
	5. **Zak Fisher** stated that he will share documents regarding a resolution on administrative pay.
	6. **Jazz Kiang** reminded the committee to review previous minutes from November 20th & November 27th.
	7. **Ellen Hermann** stated there is a budget townhall tomorrow evening and would recommend going.
11. **Adjournment**
	1. **Denise Marshall** moved to adjourn the meeting. **Christina Wang** seconded. With no objections, **Jazz Kiang** adjourned the meeting at 7:02pm.