**Student Fee Advisory Committee**

**1:00-3:00pm**

**Friday, October 09, 2020**

**Virtual Meeting**

**Attendees:**

Graduates: **Jackie Markt-Maloney, Gaby Barrios, Paarth Shah**

Undergraduates: **Atreyi Mitra, Bradley Alvarado, Devanee Matcham, Samantha Solemnidad**

Administration: **Carina Salazar,** **Erinn McMahan, Devin Dillon**

Faculty Rep: N/A

SFAC Advisor: **Christine Wilson**

APB Advisor: **Ellen Hermann**

**Atreyi Mitra** called the meeting to order at 1:00 PM.

1. **Puanani Burgess's Beloved Community Introductions**
   1. SFAC members shared about the meaning of their name, their community, and their gift.
2. **Approval of Agenda**
   1. **Gaby Barrios** motioned and **Carina Salazar** seconded to approve the agenda.
   2. **Atreyi Mitra** motioned and **Carina Salazar** seconded to move the SSF Budget Forecast discussion to the next discussion topic.
   3. **Paarth Shah** motioned and **Samantha Solemnidad** seconded to approve the agenda with the proposed amendments.
      1. The agenda was approved.
3. **SSF Budget Forecast discussion and what it means for SFAC**
   1. **Atreyi Mitra** continued the discussion of the SSF Budget Forecast from orientation to frame future conversations regarding SFAC priorities and its timeline.
   2. **Ellen Hermann** explained that about $45million comes in as funds and about $42million goes out as permanent budget to various service units. The remainder goes into this SFAC unallocated account which has a balance that has been decreasing over time since enrollment and fees are flat. The balance is decreasing but student needs are the same or higher. The 2018-2019 committee recommended about $9million in funding over two years, last year’s committee was only able to recommend about $2million in funding. This year, SFAC will most likely be able to recommend about $1.75 million for the next two years.
   3. **Gaby Barrios** read that last year’s committee decided to not recommend funding the rent for the Transfer Student Center and after speaking with the Chancellor about the possibility of being in a longer remote environment, requested that SFAC keep in mind that funding rent may not be as pressing as before. She also encouraged the committee to fund graduate student necessities because past funding has gone towards undergrads but the graduate community also contributes to UCLA.
   4. **Atreyi Mitra** asked **Ellen Hermann** which years the committee should provide recommendations for this year. **Ellen Hermann** stated that this should be a committee decision. But she reiterated **Gaby Barrios’** statement that needs may have changed due to the pandemic and the remote environment, so the committee could decide to provide recommendations for this coming year as well. **Ellen Hermann** personally recommended that the committee provide recommendations for 2022-2023 but stated that it was up to the committee.
   5. **Paarth Shah** shared his experience working with budget and that it’s common to spend away surplus but it’s hard to make tough decisions when the funding is tightened. Moving forward, he thinks it’s prudent to be disciplined with SFAC’s approach, be good stewards of the funding SFAC has and as a long-term plan, hold unit reviews so future committees don’t end up like where we are now.
   6. **Carina Salazar** wanted to echo **Gaby Barrios** and **Parth Shah’s** comments. She shared that we had to pivot quickly throughout the university. Given that the pandemic doesn’t have an end in sight, she asked how SFAC can encourage units that are asking for funding to pivot and reassess their work to meet the needs given changes from the pandemic.
   7. **Bradley Alvarado** stated that if SFAC assesses the units, it would be a good opportunity to survey undergraduates and graduates to see how students feel about departments and resources on campus during the pandemic which can help SFAC decide where funding could be better allocated.
   8. **Gaby Barrios** agreed with **Bradley Alvarado**. She also shared there are units that currently serve our community and still have to work like they did prior to COVID-19 and even more. The survey could help SFAC decide where to allocate.
   9. **Atreyi Mitra** was hesitant with students conducting these assessments and discussed with **Christine Wilson** about working Student Affairs Information and Research Office (SAIRO) to help conduct research. She asked SFAC how data would look different from data already collected by SAIRO.
   10. **Bradley Alvarado** wasn’t familiar with SAIRO and whether it’s run by staff or students but based on his experience, students felt more comfortable sharing their opinions with peers and SFAC may receive more effective information.
   11. **Christine Wilson** shared more information about how rent works and staffing during this time. UCLA media had space in Ackerman because they are in ASUCLA. In order to allow other media to be solvent, the board gave Daily Bruin permission to give up some of their space and rent it out which allowed the Transfer and Veteran Center to move in. However, due to the lack of use during the pandemic, that space still needs to be maintained and paid for. Also, due to the Office of the President’s commitment to keep people employed through the end of December, 90% of Student Affairs budget is people. If you surveyed directors of these units, SFAC may receive varying responses of saved and lost revenue. SFAC decides how in depth they would like the funding proposals, unit reviews, and interview questions to be. SAIRO runs a number of surveys and have data they can share with SFAC or if they don’t have the data, can assist SFAC with obtaining data.
   12. **Bradley Alvarado** clarified his previous statement that SFAC’s assessment of departments was not intended to penalize underperforming departments but rather assist departments to better serve students and also provide accountability for SFAC to the student community.
   13. **Ellen Hermann** shared that there is a trend in SFAC to fund units that previously received funding but she personally thinks the committee should be open to new ideas that could serve students during this time.
   14. **Jackie Markt-Maloney** agreed with the idea of soliciting more informal feedback from students to identify priorities such as basic needs, housing and food insecurity, mental health, and connecting students to existing resources. At UCSD, their SFAC held a townhall to gather student input but is hesitant to hold a remote event but supports gathering informal feedback. She would like to work with and support units to discuss priority shifts. She also liked the idea of limiting the number of proposals because this may not be the time to look at new programs or staff positions.
   15. **Ellen Hermann** shared thoughts regarding SFAC’s outreach to students and asked that members share accurate information because in the past some information was inaccurate. If members need to check facts, she asked members to reach out to her. She also cautioned that if SFAC limits the number of proposals, units may condense all of their requests into one proposal.
   16. **Samantha Solemnidad** referred to **Bradley Alvarado’s** comments about including student perspectives. In her experience, she was involved with the mother organizations, which included students who are knowledgeable of the community’s needs and could help SFAC with understanding the needs.
   17. **Gaby Barrios** thought SFAC should have faith in the student body to share what they need. For example, the graduate community have long term needs and therefore, SFAC needs to listen to their needs and utilizing the student leaders would be strategic. She stated that it was important that SFAC is a diverse committee that represents different communities and has different perspectives.
   18. **Bradley Alvarado** agreed with **Samantha Solemnidad** and **Gaby Barrios.** He wanted to emphasize that due to the pandemic, there has been an increase in basic needs including additional needs such as technology and childcare. **Bradley Alvarado** stated that SFAC should keep in mind departments that are providing basic needs for students.
   19. **Christine Wilson** shared that the director of SAIRO is not available to join next week but may have a staff member who can share data based on the COVID survey. She recommended that SFAC may want to create an adhoc committee to work with SAIRO to explore existing data and if there is a need for more data, determine how SFAC can go about getting it.
   20. **Atreyi Mitra** shared that this topic will be an ongoing discussion so if members weren’t able to share, SFAC will continue this conversation. She stated that she would like SFAC to act on these suggestions. She suggested having Vice Chancellor Gorden attend next week to help frame the conversation.
4. **Anti-racism discussion + how we will work to change internally + externally**
   1. **Atreyi Mitra** shared the importance of SFAC being anti-racist and become better allies. The committee viewed a video created by Black students in 2013 to help start a discussion about how SFAC members can be anti-racist in their work internally, externally, and with their priorities.
   2. **Gaby Barrios** shared her thanks to **Atreyi Mitra** for sharing the video and creating space for this conversation. **Gaby Barrios** stated that in an effort to be anti-racist, SFAC should be honest with what communities certain units serve. There are certain communities that benefit more from certain units than others.
   3. **Samantha Solemnidad** shared that SFAC is responsible for looking at budgets and other factors but SFAC needs to recognize which units are helping certain communities on campus so SFAC can make it more equitable.
   4. **Bradley Alvarado** agreed with the previous statements to support underrepresented communities but also units that may not serve students as well. He would like to also hold units accountable such as UCPD. He shared that although the Chancellor recognized that students need some type of security on campus, **Bradley Alvarado** thought that was a privileged answer because that type of security has not served certain communities in the past. **Bradley Alvarado** anticipates student marches may occur from the outcome of the election in which UCPD or LAPD may be present.
   5. **Jackie Markt-Maloney** shared that the financial component is important but also how important it is for units to do more to serve under resourced groups. From observing other universities, there were financial investments such as internships, graduate fellowships, and ways to defray application costs for students of color. Also, there are social investments such as helping students of color acclimate to the university and find peers in their communities. Some of her peers are challenged to balance multiple TA or GSR positions to receive the fee remission. She encouraged SFAC to find concrete ways to make change to increase recruitment and retention of students of color.
   6. **Christine Wilson** believed everyone present was on the same page but also recognized not everyone has the same lived experiences and not everybody experienced every discussion in the same way. There may be times when a statement may make someone feel like it’s a microaggression or that members don’t understand what their background is or where they are coming from. She encouraged members to let the committee know when that occurs.
   7. **Atreyi Mitra** emphasized that members may not agree with what is being shared but to please respect those who disagree.
   8. **Devanee Matcham** requested for clarification on whether SFAC will make an effort when reviewing proposals to see what communities the units are serving. Based on her experience reviewing funding proposals in Residential Life, those members focused on the funding number rather than the communities the proposal or unit would serve and would like to make that change in SFAC.
   9. **Bradley Alvarado** shared about a professor who displayed similar behavior from the video SFAC just viewed and stated that this is a repeated behavior and wanted to bring this to the committee’s attention. Although this may not be SFAC’s place, **Bradley Alvarado** wanted to share to see if there any ideas of what could be done.
   10. **Christine Wilson** shared that those issues are typically dealt with in the Academic Senate and student governments. She agreed that this isn’t something SFAC is responsible for but this is a context for SFAC to consider throughout the year. She also shared that **Carina Salazar** is a good person to talk about student services that may not be serving all students the way it should.
   11. **Atreyi Mitra** agreed that having **Carina Salazar** share in a future meeting would be great.
5. **Approval of Minutes**
   1. **Bradley Alvarado** motioned and **Carina Salazar** seconded to approve the 5/28/20 minutes.
   2. **Gaby Barrios** motioned and **Bradley Alvarado** seconded to approve the 6/01/20 minutes.
      1. The minutes were approved.
6. **Explanation of SFAC Minutes, Zoom protocols, confidentiality**
   1. **Atreyi Mitra** provided context about SFAC minutes and the process to approve minutes.
   2. **Atreyi Mitra** shared that there is no dress code for the meetings, encouraged members to keep the video on and mute themselves until they speak during the meeting. Regarding confidentiality, the video recording is by the administrative support staff to draft the meeting minutes.
   3. **Christine Wilson** informed SFAC that the chats are also recorded including the private chat.
7. **SFAC Accountability Policy’s relationship to stipend**
   1. **Christine Wilson** explained that there are several committees that are funded from Student Services Fee and members are compensated with a stipend. The SFAC accountability policy is strict regarding the allowed number of unexcused absences and being tardy to meetings. If a member does not meet the accountability policy, there is a possibility that the member’s stipend can be forfeited at the discretion of the Chair. The SFAC Advisor, **Christine Wilson**, tracks absences and late arrivals. If there are excused absences, please contact the SFAC Advisor ahead of time. She encouraged the SFAC to review the policy.
8. **Explanation of Robert’s Rules**
   1. **Christine Wilson** reviewed the rules followed during SFAC meetings. She shared that this needs to be agreed upon by the committee and Robert’s Rules are very complicated and regimented. She will share a summary sheet of basic rules SFAC follows. For example, a motion needs to be made before you have a discussion. Another example for SFAC to consider is when the rules need to be followed such as allowing members two-minutes to speak if this member takes a majority of the conversation. She reemphasized that it is up to the committee how closely or loosely they’d like to follow the rules. **Christine Wilson** added that SFAC did not vote to approve the amended agenda nor voted to approve the minutes. She opened it up to the committee regarding thoughts about Robert’s Rules and can be discussed at the next meeting.
   2. **Gaby Barrios** agreed Robert’s Rules is important but having a modified version is good the committee right now. She also shared that if SFAC is not consistent and changes during the year then it can become a negative situation. For example, SFAC should decide whether members should have speaking time limits.
9. **Notice of Vice Chair Election** 
   1. **Atreyi Mitra** nominated all members who were eligible to run this year which included **Gaby Barrios, Paarth Shah, Bradley Alvarado, Samantha Solemnidad.** She added that if **Devanee Matcham** wanted to run for Vice Chair, SFAC needs to make changes to the Bylaws to allow the one-year transfer representative to run.
   2. **Christine Wilson** explained that each student government appoints staggered appointments for two-year appointments so there are returning members as well as new members each year. Both GSA and USAC had appointments to fill including the second half of a two-year appointment which **Devanee Matcham** is filling. **Bradley Alvarado** is filling a two-year appointment and is eligible even if he graduates this year.
10. **Announcements**
    1. **Atreyi Mitra** provided updates on the following:
       1. Confirmed that all members have access to the Box folder.
       2. Council of Student Fees Fall Meeting on 10/11/20 from 12-5pm in which the Chair will attend.
       3. Chair shared ending thoughts on being authentic but recognized that her opinions are not necessarily right and encouraged SFAC to challenge her on topics.
11. **Adjournment**
    1. **Carina Salazar** motioned and **Gaby Barrios** seconded to adjourn the meeting at 3:00pm.