**Student Fee Advisory Committee**

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

**Friday, October 30, 2020**

**Virtual Meeting**

**Attendees:**

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

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. **Approval of Minutes for Fall 2020 10/16/20 Week 2**
   1. **Bradley Alvarado** motioned and **Gaby Barrios** seconded to approve the 10/16/20 minutes. The minutes were approved unanimously.
2. **Approval of Agenda for Week 4**
   1. **Devanee Matcham** motioned and **Samantha Solemnidad** seconded to approve the agenda. The agenda was approved unanimously.
3. **Speed “meeting” - Sharing a Halloween memory**
   1. The committee shared their favorite Halloween stories and plans.
4. **Discussion on SFAC Unit Review and Call Letter Process and Timeline** 
   1. **Atreyi Mitra** shared that unit reviews are opportunities to review different units to make sure that they are using their funds appropriately and to evaluate their temporary and permanent funds to make sure they align with student services.

**Atreyi Mitra** asked the committee what they wanted to accomplish with the unit reviews. **Paarth Shah** shared that he feels the committee is in a good position to have a lot of purview and say on how the SFAC funds are allocated moving forward. He would like to see what key priorities they want to encourage the committee to work on. He suggested started with an assessment of how effective SFAC funds were being used and whether or not the committee should reallocate them to underserved communities or underserved populations and make those recommendations forward looking. As a part of the assessment, he shared that the committee could come up with a list of questions to send to the units. Once the committee receives their responses, they could then compare it to the data received from SAIRO, then put together a robust set of recommendations to the Chancellor based on their assessment. **Erinn McMahan** shared that Vice Chancellor Gorden had each unit in Student Affairs choose several outcomes. Then each year, SAIRO would assess the outcomes and prefer that there is a different outcome each year. He shared that this gives a general sense of what each unit sees as their own outcomes. **Paarth Shah** shared that this is a great learning opportunity for students to get insight as to how the budgetary process works. He shared that this benefit will provide visibility and context. **Atreyi Mitra** provide an example of what a unit review looked like and shared Career Center’s request from last year. **Jackie Markt-Maloney** shared that a good place to start would be to use last year’s unit review as a template and from there add or change questions to the ones being discussed. **Gaby Barrios** shared that is a good idea to encourage units to share their data that they have been working off because data can be interpreted in many ways. **Bradley Alvarado** shared that he liked the question regarding units’ efforts on outreach, especially now because they are not on campus. He shared that outreach can be more difficult and also easy because most people are on social media. For those who are not on social media, he rose the question on how would they reach out to people and how would they make this possible. **Carina Salazar** shared that keeping in mind the limited amount of funds the committee has to distribute is important. She shared that it is important to ask certain questions and that the committee hold these units accountable. She shared that she does not think these questions are micromanaging or overstepping, since these questions will be for all units across the board. Student fees accountability is important. **Bradley Alvarado** shared that perhaps adding a disclaimer such as that the questions being asked are for committee discussion only and it does not mean that their funding is being cut and that this is way for the committee to see how they are approaching the year.

* 1. **Atreyi Mitra** asked the committee what they wanted to accomplish with the call letter. **Gaby Barrios** shared that would like the letter to express the specifics of what the committee wants, which will help in decision making process. She does not want units do extra work that is not helpful. She shared that she would like the letter to be transparent about priorities to help units tailor their proposals. **Laxman Dahal** shared **Gaby Barrios’** thoughts. **Jackie Markt-Maloney** shared that the letter should be very clear that allocation recommendations will not be the same as previous years.

1. **Discussion of SFAC’s refined values and priorities**
   1. **Atreyi Mitra** opened the floor for the committee to discuss SFAC’s values and priorities:
      * Supporting the needs of students that have risen or been exacerbated by the pandemic
      * Uplifting and centering traditionally underserved communities through increasing equity, inclusivity, and accessibility of programs/services
      * Promoting mental health and student wellness
      * Supporting graduate students

**Jackie Markt-Maloney** shared that she would like to see it broader, so that people can be creative. For example, the committee would share their priorities and provide examples of what they are envisioning, perhaps under a header. This would provide specifics but not too prescriptive on what the units need to do. **Devin Dillon** asked if the word “supporting” could be replaced because the word is used so many times and feels that the word may lose its value. **Devanee Matcham** shared that questions regarding COVID-19 are essential because it is important to recognize and bring in what our units are doing for our students during the pandemic and after. **Atreyi Mitra** asked the committee if there was consensus on having specific questions that deal with values and priorities in the unit review. The committee was in agreement. **Atreyi Mitra** asked the committee if there was consensus on having the same sort of questions that were proposed last year. The committee was in agreement. **Erinn McMahan** shared that the committee should be mindful on the amount of questions asked as well. **Gaby Barrios** made a motion to adopt the priorities with the provision of work shopping working in the future. The priorities are:

* + - Addressing the needs of students that have risen or been exacerbated by the pandemic
    - Uplifting and centering traditionally underserved communities through increasing equity, inclusivity, and accessibility of programs/services
    - Promoting mental health and student wellness
    - Supporting graduate students

**Bradley Alvarado** seconded the motion. The committee agreed unanimously.

1. **Discussion on creating a social media presence for SFAC**
   1. **Atreyi Mitra** opened the floor for **Bradley Alvarado** to discuss creating a social media presence for SFAC. **Samantha Solemnidad** shared that she would be happy to contribute and assist with graphic designs for the social media team. **Bradley Alvarado** shared that using the SFAC meeting minutes as a template would be helpful to use when putting together a transparency report. **Samantha Solemnidad** shared that organizing a social media platform will require some type of planning and will take time. **Bradley Alvarado** shared that he liked **Ellen Hermann’s** idea of creating an ADHOC committee so that the work did not fall under one person. **Bradley Alvarado** made a motion to create an ad hoc committee for social media. **Devanee Matcham** seconded. The committee agreed unanimously. **Atreyi Mitra** asked the committee if anyone was interested in joining the ad hoc committee. **Bradley Alvarado** shared that he would like to start the ad hoc committee after the unit review and call letters are sent in the winter quarter. **Atreyi Mitra** made a motion to appoint **Devanee Matcham, Samantha Solemnidad, Atreyi Mitra, Gaby Barrios** and **Bradley Alvarado** with **Bradley Alvarado** being the Chair of the SFAC ad hoc subcommittee for social media outreach. **Laxman Dahal** seconded the motion. **Gaby Barrios** made motion to create an ad hoc subcommittee for drafting the unit review and call letter. **Paarth Shah** seconded. There were no objections. **Atreyi Mitra** made a motion to appoint **Bradley Alvarado, Carina Salazar, Jackie Markt-Maloney, Atreyi Mitra** as Chair and **Christine Wilson** as the Advisor on the ad hoc subcommittee for the creation of the unit review and call letter. **Carina Salazar** seconded. There were no objections.

**Bradley Alvarado** made a motion to adjourn the meeting and **Samantha Solemnidad** seconded. The meeting adjourned at 2:59pm.