STUDENT FEE ADVISORY COMMITTEE MEETING

2325 Murphy Hall

Tuesday, October 11, 2016

**Attendees Present:**

Graduates: Theresa Ambo, Manpreet Dhillon Brar, May Bhetraratana, and Nicole Ngaosi

Undergraduates: Neemat Abdusemed, Ashraf Beshay(Chair), Katie Kim, & Richard White

Administration: John Bollard, ASHE Student Health Center

Nancy Greenstein, Director of Police Community Services

Faculty: Karen Rowe, Professor (Faculty Rep)

Advisor: Marilyn Alkin

Mark Ramseyer, Academic Planning and Budget (Ex-Officio)

Absent: Paolo Velasco, Director of Bruin Resource Center

**Call to Order:**

The meeting was called to order at 4:08 p.m.

1. **Approval of Agenda**
	* 1. A motion by ***Theresa Ambo*** and seconded by ***Nancy Greenstein*** to approve the agenda. The vote passes unanimously.
2. **Review of Handouts**
	* 1. Funding model documents
		2. The meeting minutes from 10/4/16
3. **Review of Minutes-**
	* 1. A motion was made by ***John Bollard*** and seconded by ***Karen Rowe*** to approve the 10/04/16 minutes. The minutes were approved with seven votes to approve and two vote to abstain.
4. **Call Letter Draft Review and Discuss**
	* 1. ***Theresa Ambo*** requested for any edits to the call letter. ***Nancy Greenstein*** requested to add VC Beck to the letter because his units receive SSF funding. ***Marilyn Alkin*** asked to change the Vice Chancellor of Student Affairs name.
		2. ***Karen Rowe*** discussed how the procedure to make the call letter into one document would provide more substance.
			1. ***John Bollard*** thought this document was a bit confusing in the question and wondered if there could be a simpler for those who have continuing requests. ***Nancy Greenstein*** stated that there were some programs that requested two years of funding but were provided funding for one year as a contingency.
		3. ***Karen Rowe*** also shared the idea of a 3-year funding cycle in order for departments to have one-year for each of the following: implementation, running, and assessment of status of program. She felt this allowed units to plan long-term and have more stability.
			1. ***Ashraf Beshay*** was concerned because SFAC members are on a two-year appointment. ***Karen Rowe*** explained that depending on the cycle, SFAC would still have overlap and this process fostered addressing the needs of students. ***Nancy Greenstein*** asked to hear from the students. ***Richard White*** shared that the 3-year perspective is beneficial for the units but a 2-year cycle is better for the SFAC committee. ***Katie Kim*** shared that the perspectives and priorities change on a yearly basis and felt that the 2-year structure was better. ***Neemat Abdusemed*** felt that after you commit to the 3-year, it is set and the campus may change. ***John Bollard*** also shared that programs change so quickly that it would be difficult for the departments to commit to the same program for three years. ***Mark Ramseyer*** further clarified that the SFAC process would be providing recommendations to the Chancellor which would need to be approved first which further adds to this process.
		4. ***Karen Rowe*** asked which units are receiving funding and of those units, which don’t have stable funding. ***Nancy Greenstein*** stated that SFAC is considering programs and services that should be funded permanently because of units not having stable funding. ***John Bollard*** shared that moving requests to permanent funding would be low since there is a smaller permanent budget rather than temporary budget.
		5. ***Theresa Ambo*** asked if the committee wanted to keep language about accepting requests for new professional staff positions.
			1. ***Manpreet Dhillon Brar*** felt the language should be removed. ***Nancy Greenstein*** recommended adding that SFAC will consider on a case-by-case basis.
		6. ***Manpreet Dhillon Brar*** also asked for clarification about funding student-led programs and if that meant students should apply for this funding. ***Ashraf Beshay*** clarified that that it would be student-led programming within the unit requesting the funding.
		7. ***Karen Rowe*** asked for clarification about why SFAC continues to fund contract staff positions with temporary funding.
			1. ***John Bollard*** explained that by funding these temporary contract positions, units do not find new funding sources when the contract time ends so SFAC continues to pay for these positions. ***Theresa Ambo*** added that the increased benefits and shortfalls impacted the budget. ***Mark Ramseyer*** shared there isn’t enough permanent funding to change all of these positions to permanent funding.
		8. ***Manpreet Dhillon Brar*** wanted to emphasize that with the large number of temporary budget that they should spend it. ***Nancy Greenstein*** agreed and recommended outreach to more and new units to submit requests. ***Nicole Ngaosi*** asked for clarification about how SFAC decides how permanent and temporary funding is decided. ***Mark Ramseyer*** stated that SFAC receives a permanent budget from the Chancellor based on a formula. SFAC cannot move temporary funding to permanent budget. Anything not spent in the permanent budget is carried forward to the next year’s temporary budget.
		9. ***Ashraf Beshay*** requested to add to the listed priorities “emerging student needs due to enrollment increases.”
			1. ***Karen Rowe*** asked what some student emerging needs were. ***Richard White*** shared that on housing the lines in the dining commons is too long. ***Katie Kim*** shared that students living in triples are too tight. ***Ashraf Beshay*** shared that last year, he was looking for more space for students. ***Nicole Ngaosi*** agreed with ***Ashraf Beshay*** that the need for programming and student space on a constricted campus has become an issue. ***John Bollard*** stated that it also provides a broad priority that could be a lot of different things that people could submit.
		10. ***Nancy Greenstein*** recommended going over the letter questionnaire. ***Theresa Ambo*** shared the document on google doc and added the emerging student needs priority.
			1. The committee discussed various changes to the questions. ***Ashraf Beshay*** recommended removing language that implies that SFAC will provide ongoing funding and preferred language that states SFAC will prioritize one-time allocations.
			2. ***Katie Kim*** was concerned about the amount of requests SFAC will receive if units have to complete one for each request. ***Theresa Ambo*** shared that it depends on the unit. For example, the Bruin Resource Center will submit individual requests for each student group. ***Nancy Greenstein*** stated that SFAC can also ask the unit directors for more overlap. ***Richard White*** recommended stating that to reduce units submitting incorrect forms that units need to use the one provided. ***Manpreet Dhillon Brar*** had also recommended having word limits.
			3. ***Theresa Ambo*** will provide an updated draft next week.
5. **Announcements**
	* 1. None.
6. **Adjournment**
	* 1. Motion was made by ***Karen Rowe*** and seconded by ***Richard White*** to adjourn the meeting. This vote was unanimous.
		2. Meeting was adjourned at 5:56pm.