**Student Fee Advisory Committee**

**3:00-5:00pm**

**Friday, March 12, 2021**

**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, Charles Turner**

Faculty Rep: N/A

SFAC Advisor: **Christine Wilson**

APB Advisor: **Ellen Hermann, David Navar**

**Atreyi Mitra** called the meeting to order at 3:03pm.

1. **Community Sharing – What are you currently looking forward to?** 
   1. **Atreyi Mitra** opened the floor for the committee to share what they are looking forward to.
2. **Approval of Agenda for Week 10 Winter Quarter 2021** 
   1. **Gaby Barrios** motioned and **Laxman Dahal** seconded to approve the agenda. The agenda was approved unanimously.
3. **Approval of Minutes for Week 9 Winter Quarter 2021** 
   1. **Jackie Markt-Maloney** motioned and **Paarth Shah** secondedto approve Week 9 minutes. The minutes were approved unanimously.
4. **SFAC Presentations** 
   1. **Gaby Barrios** presented on Graduate Student Resource Center (GSRC). GSRC offers a study space, printing, houses Graduate Writing Center (GWC), connects other resources and centers on campus, and employs both graduate and undergraduate workers. Their money is spent according to values. GSRC is requesting funding for GWC staffing and supplies - $40k, Administrative Specialist position - $72,663, Programming Committee - $33,207, and Equity, Diversity and Inclusion (EDI) Day - $12,574 for a total of $158,414.
   2. GSRC Assessment
      * Method - Satisfaction surveys, and Grad and Professional Student surveys
      * Plan for future - Not yet, but will continue using data to determine an outcome
      * Information about Post-Appointment Survey (GWC) - 2019-2020, 22.6% participation rate – 82% positive, 6.8% negative, 2.4% mixed, 3.9% positive but constructive
   3. GSRC did have a carryforward due to a delay in funds, unfilled positions, and cancellation of in person events. Funds will be used to cover this year’s expenses. Due to the pandemic and low temp funding, they are building on campus partnerships to help with programming, trying to build relationships with Development, however, will not be able to replace certain vacancies. In terms of priorities, they are a Grad student serving unit. In terms of the anti-racist approach or underserved students, they host events regarding equity and inclusion and they have a first gen consultant. In terms of mental health, they have an online writing group, mindfulness writing group, and a referral process for case management in case they find a student in crisis. In terms of the pandemic, they have writing support online and have transitioned first year services to online.
   4. **Gaby Barrios** presented on Graduate Division. Graduate Division is broken down into five parts.
      * Professional Development for Grad Students
      * New Graduate Student Welcome
      * Grad Slam
      * Peer Mentoring for Grad Extramural Fellowships
      * Expanding Graduate Undergraduate Mentorship (GUM)
   5. Graduate Division offers Grad student mentoring, orienting of new students, supports and funds research, and employs graduate students. Their money is spent according to their values. They are requesting funding to hire student workers (dollar amount n/a) and $102,031 for professional development. They use satisfaction surveys, Masters and PhD end of degree surveys (professional development), Grad Slam Survey seemed incomplete, and GUM has an advisory board. Their plan for the future was a little vague. New Student Welcome plans to use metrics to adjust programming. Dean Ettner states that they will continue to rely on survey feedback to evaluate their programming but cannot guarantee anything beyond June 2021, as she will be leaving her position. Graduate Division had various carryforward from each unit: Professional Development – 15%, Peer Mentoring for Grad Fellowship – 23%, GUM – 25%. In terms of low temp funding, Professional Development shared that they are going to work in unity with other units like GSRC in some cases. Peer Mentoring for Grad Fellowship shared that they are going to rely on the labor they already have. GUM was proactive and registered with SOLE for funding.
   6. In terms of priorities for Professional Development, all of these units serve graduate students specifically. They provide usage data to other units and actively promoting grad student usage in other units. Regarding underserved students, they have a resilience and academic job search with diversity values in mind. Regarding mental health, they provide job market concern workshops and weekly conversations about job searches. They have also partnered with RISE. Regarding the pandemic, they have provided a workshop called “Tackling the job search in the age of COVID”, record events, and provide takeaway sheets. In terms of priorities for the New Graduate Student Welcome Festival, Graduate Division participates in eight-year reviews. Regarding underserved students, Interim Dean Ettner is working with EDI to support equity in hiring. Regarding the pandemic, students can rent noise cancellation headphones, NRST accommodations for international students. In terms of priorities for Grad Slam, they serve graduate students exclusively. Regarding mental health, they provide Academic Case Managers. In terms of priorities for Peer Mentoring for Extramural Grad Fellowship, they provide training sessions and office hours to graduate students. In terms of priorities for GUM, they hit all of SFAC priorities. Their main focus was to connect students who would otherwise feel really isolated during the pandemic and promotes resilience among graduate and undergraduate students.
   7. **Erinn McMahan** presented on Student Affairs IT (SAIT) formally known as Office Technology Center (OTC).
      * Use of SSF - provides IT support to student service units
      * Student Input - solicits student and client department feedback
      * Assessment Plan - provided examples of customer satisfaction
      * Carryforward Funds - $25,222 will be used for salary support
      * Funding Request - $156,959; staffing, workstation and laptop replacements
      * Adjustment to Funding Decrease – articulated the impact but no solutions or adjustments
      * Impact from the pandemic – no response
      * SFAC priorities – no response to three out of the four questions. Answer regarding mental health – SAIT continues to play a crucial role in addressing the impact of COVID on our students. During the past year, SAIT has been central in helping connect students with various academic and administrative departments by significantly increasing the adoption of MyUCLA Message Center. They also rolled out the community.ucla.edu website to help student discover campus organizations and events and to increase a sense of community
   8. **Erinn McMahan** presented on Financial Wellness Program (FWP)
      * Use of SSF – directly supports students’ development and well-being; they have served 55,028 students and 10,041 in person
      * Assessment Plan – online education modules (pre and post survey), workshops, and events (post event survey), 1:1 coaching (post survey), staff training (student coaches survey)
      * Use of Data – have made changes or initiated programs based on survey results; provided samples of collected data
      * Carryforward - $79k for 19-20, projected $6,193 for 20-21, which will be used for director’s salary and part time staffing
      * Adjustment to Funding Decrease – they have successfully found other funding sources. Virtual services can meet demand with fewer coaches
      * Impact from the Pandemic – events cancelled, decrease in sponsor funds
      * SFAC Priorities
        + FWP Director is a member of Economic Crisis and Response Team (ECRT), Basic Needs Committee
        + Offered custom coaching to undocumented, graduate, transfer, first generation and students with dependents
        + Virtual programs have been very successful
        + Intentionally discuss identity and social class as it relates to money and finances
        + Acknowledge racial identity, gender, and social class, etc. as a part of a financial journey
        + Partnered with CPO and CAPS
        + Social justice themed social media messaging
        + Resource for students to learn and grow healthy and adaptive coping mechanisms around their relationship to money and in dealing with the impact of classism on self-worth, anxiety and confidence
        + Focus has been building relationships with campus departments that support the needs of graduate and professional school students
        + 44% of participants identify as graduate or professional school students
        + Offer graduate/professional specific coaching hours every week
        + Worked w/ Basic Needs to fund two FW Graduate Consultants
        + Director meets bi-monthly w/ financial aid offices
        + Attend orientations and other events
        + Works with the GSRC
   9. **Erinn McMahan** presented on Center for the Art of Performance (CAP).
      * Use of SSF – provides opportunities for students to have access to artists and art making viewing activities. CAP provided a pathway for students from across campus and diverse areas of study to study with their peers around issues that foster arts literacy and awareness
      * Assessment Plan – surveys, focus groups, post-performance discussions
      * Use of Data – did not provide any sample data
      * Carryforward - $12k due to cancellation of programs; will spend in 20-21
      * Adjustment to Funding Decrease – 20-21 was not approved. They already had to adjust. Revenue has also decreased. They adapted some programs, and a new art space – Nimoy Theater – will have free access to students
      * SFAC Priorities
        + Cited admissions statistics from 2017
        + Provided platform for national and international artists from diverse cultures
        + Numerous opportunities to intersect with diverse art forms and cultures
        + Cited diversity of staff and student intern/worker
        + Engaged in relationship with artEquity to build a strategic plan around increase equity and representation
        + Has worked with AEDI Commission and SOAA to formulate and execute the School’s strategic academic program initiatives through an AEDI lens
   10. **Samantha Solemnidad** presented on Campus Assault Resource Center (CARE). CARE provides Confidential Sexual Harassment/Sexual Violence Survivor Advocacy, Trauma-Informed Prevention Education programming and Alternative Healing Programs – yoga, journaling and art. They using SSF for one full-time confidential advocate, one prevention coordinator, two MSA graduate interns, and a Peer Educator Program staffed by undergraduate students. CARE does assess their program well and meets students’ needs. They provided a chart showing the demographics and utilization of data. The unit actively seeks student input through surveys and through student-led outreach – Peer Educator Program led by undergrads, and MSW and MSA grad interns for graduate outreach. The unit’s carryforward amount was $215,796.72. CARE plans to use the funds for MSA/MSW Training Program (6 graduate internship stipends) = $35k, Peer Education (10-15 peer educator internships) = $30k and Office Relocation = $150k. The unit was not strongly affected by the reduction in temp funding. They are receiving $216,981 in temp funding for 2021-2022 academic year and are not requesting funding for 2022-2023. They also receive $74,283 in Perm Funding from VCSA/SSF. The unit met all of SFAC priorities - Supporting the needs of underserved students that have been exacerbated by the pandemic; Uplifting and centering historically underserved communities through equity, inclusivity and accessibility of programs and services; Meeting the fundamental mental health needs of students and providing a safe and healthy campus environment; and Supporting graduate students.
   11. **Samantha Solemnidad** presented on Counseling and Psychological Services (CAPS). CAPS provides short-term, mental health treatment, provides mental health training and wellness education w/ RISE Center, and training and professional development for mental health providers that emphasize inclusive support. CAPS is primarily funded by SSF perm funding and sales and services from Student Health Insurance Plan (SHIP). Most clinicians are funded by perm SSF funds. RISE Center is funded by SSF and carryforward. CAPS does meet the needs of students. They collect data on utilization, mental health assessments, and student feedback. They solicit through surveys, regular meetings w/ student groups and organizations, staff and faculty, and the Bruins Mental Health Advisory Committee (BMHAC). CAPS has $3.5M in carryforward. They plan to fund RISE for five years - $900k; Conversion to more permanent Telehealth services - $200k; Satellite Commitment - $500k; Emergency Staffing - $300k. The unit is not strongly affected by the reduction of temp funding. The unit met all of SFAC priorities - Supporting the needs of underserved students that have been exacerbated by the pandemic; Uplifting and centering historically underserved communities through equity, inclusivity and accessibility of programs and services; Meeting the fundamental mental health needs of students and providing a safe and healthy campus environment; and Supporting graduate students.
   12. **Jackie** **Markt-Maloney** presented on Campus Life. Four out of six staff members are paid on perm SSF funding – approx. $400k for staff and <$50k for operating expenses. Student orgs – survey results from 34 respondents show positive feedback about funding for student orgs. Numbers from using their services have doubled. Carryforward – 30% due to graduation savings, plan to spend down. The unit was asked if they saw a role for their unit to be more active in centering marginalized students and performing other antiracist action. The unit continued to say that, by connecting resources on campus and providing space they are kind facilitating and acting as a resource hub. A note to include to the Chancellor would be a trend to encourage units to be active, even if they do not see a role for anti-racist action in their unit, perhaps doing a recruitment of their staff positions in a diverse way, making sure that they provide the appropriate resources and that they address student issues promptly. The unit was also asked how the unit addresses concerns related to slow progress on conflict resolution. The unit shared mentioned that they make every effort to respond as quickly as possible, but engaging in resolving these complex issues are slow. SFAC may want to encourage the unit to be more specific and the committee could provide a thoughtful or specific guidance on how they might address this issue, perhaps asking them to provide a timeline or a template that they use every day. The unit mentioned different sponsorship opportunities they pursued. It was discussed that there may be more that the unit could do to capitalize on these sponsorships. Regarding graduate students, the unit went to their same answer about how they are a hub and that they help deliver programs for graduate students. Next steps would be to email the unit thanking them for all their

Answers, highlighting the important work that they do, and the positive student feedback they have received. Then gently offering suggestions to increase transparency for students to alleviate ongoing concerns and being active and centralizing marginalized student voices. Perhaps in the letter to the Chancellor, the committee could comment on the importance of ongoing social justice efforts, even for units that might not see how and offer specific solutions.

* 1. **Jackie** **Markt-Maloney** presented on the Career Center. SFAC and SSF is really involved in the Career Center. The Career Center is currently going through reimagination of their unit - a theme that came up several times and a major takeaway. The committee should encourage next year's SFAC to look at their progress because it is in a transitional period right now. The unit has been doing a great job collecting and utilizing data, and has shown positive glowing student reviews. There is a lot of interpersonal connections between staff and students and potential employers. They had over 1200 appointments in fall 2020 and a trend of an increasing proportion of appointments being pre-scheduled compared to drop in. They have tons of campus engagements, with a variety of service such as individual coaching, workshops, career seeker boot camps, and lots of social media outreach.

Regarding their carryforward, they did have a decent amount and are using the funds to staff different student positions, all of their budget required as some foreshadowing. All requests that are coming in now are for staff position. They are aware of the budget climate and are being very flexible about decreasing SSF funding and are looking at new revenue streams like a virtual Career Fair or naming their Career Center. For their priorities, for Grad students in particular, they are doing targeted events and targeted handshake, labeling handshake the proprietary job board software. For the pandemic they are adapting and helping students while working online, helping with updating profiles and online networking. For diversity, equity and inclusion they are encouraging mentorship, which is especially important for First Gen and other marginalized students/ They are having career pop up events and using new surveys to get ongoing utilization data. For their funding requests, their first priority is a Grad Career Assistant Director Manager. Part of the reason they had carryforward was due to of unfilled staff positions so that their first priority, are filling staff position. The unit also shared that they help students with more ambiguous career paths, by doing skills exploration and how to translate those skills differently. They also help students be more aware of different job opportunities and expanding their network. Next steps would be to send a summary email to the unit thanking them and highlighting their flexibility and connections with students, suggest that they continue doing their best at adapting to the online format and engaging and targeted outreach to various student groups. If the committee agreed, in the letter to the Chancellor, include a comment on the importance of data utilization and share about the things that the unit is doing well.

* 1. **Christine Wilson** presented on the Dean of Students (DoS).
     + For FY 2020-21
       - DoS Administration - $90,911
       - DoS Fraternity and Sorority Life - $225,579
       - DoS Case Management Services - $288,474
       - Dean of Students - $604,964
  2. **Christine Wilson** presented Spirit Squad. Their total budget for 2021-22 is $359,895. SFAC Temp Funding is 14% of budget - $50.385. SFAC Perm is 2% of funding - $7,198. Athletics is 8% of funding - $28,791. Remainder is in Alumni Affairs and APB. Spirt Squad members are from the Cheer Squad, Dance Team and the Mascots. They have a director and a dance coach and want to hire an assistant coach but they put off on hiring. They give donor funded scholarships to all their members to compensate 20-hours per week. They have carryforward for their students’ service fee funds. Last year was 38%, this year will be about 33% because they did not fill the assistant coach position and because they are paid hourly and they did record as many hours during a pandemic. The unit plans to use their carryforward to address the coaching salaries. The biggest thing was they did not address their priorities on antiracism, or graduate student support.
  3. **Christine Wilson** presented on the Dashew Center. They have students service fee funds that supports their visa services staff and their programming staff. The people that are students service we funded that are visa servicing. They had a very significant carryforward, which will be needed to address the loss of revenue next year. The unit did not elaborate on their priorities. They specifically promoted the American ideal of antiracism and equity and inclusion and things for Grad students. A lot of what they have to do is very technical, to make sure that students work more smoothly, in terms of being an international student at UCLA.

1. **Find Time Next Quarter** 
   1. Spring Quarter SFAC meetings will be on Friday’s from 12-2pm.
2. **Announcements** 
   1. **N/A**

**xx** made a motion to adjourn the meeting and **xx** seconded. The meeting adjourned at xxpm.