**Student Fee Advisory Committee**

**12:30-2:30pm**

**Monday, October 11, 2021**

**Virtual Meeting**

**Attendees:**

**Graduates:** Michelle Luna, Gaby Barrios, Paarth Shah, Zuleika Bravo

**Undergraduates:** Samantha Solemnidad, Luis García, Karina Mara

**Administration:** Carina Salazar, Erinn McMahan

**Faculty Rep:** N/A

**SFAC Advisor:** Christine Wilson

**APB Advisor:** David Navar

**Gaby Barrios** called the meeting to order:

1. **Approve Agenda**
	1. **Paarth Shah** made a motion to approve the agenda. **Michelle Luna** seconded the motion. The motion passed unanimously.
2. **Crafting Unit Review Questionnaire**
	1. **Gaby Barrios** shared/discussed the 2021-22 Unit Review Questionnaire (draft) with the committee. Questions are as followed:
3. Describe the function of your unit.
4. Please provide an organizational chart.
5. Please discuss how your units use of SSF funds is consistent for the guidelines for student services fee funding.
6. How does your unit solicit student input and what metrics are used to understand this data and general effectiveness of the unit?
7. Did you unit have carryforward SSF funds 2020-2021 (that were greater than or equal to 15% of your SSF funds)? Do you anticipate your unit having carryforward SSF funds from 2021-2022?
8. Where did most of your unit’s non-salary expenses go?
9. Did you unit spend its temporary funds in the way they were allocated? If not, please describe any unexpected circumstances that got in the way of your unit spending temporary funds in the way they were allocated.
10. What challenges is your unit facing in light of the dwindling temporary funds. What priorities do you anticipate your unit to have going forward?
11. In light of the difficult transition period to in-person instructions and studies, how has your unit found itself affected by this shift and by the pandemic.
12. Please describe how your unit was financially impacted during the remote modality period?
13. Please describe the ways in which your unit recruit student employees to reflect the UCLA student body.
14. How can your unit ensure that it is reaching all of the student populations that it is meant to serves?
15. Please describe the impact that your unit has on your target population’s lives. Feel free to share anecdotal examples of your unit’s impact including but not limited to testimonials.
16. **Finishing up Priorities conversation**
	1. **Gaby Barrios** shared/discussed 2021-2022 SFAC Priorities with the committee.
17. Material conditions and basic needs of the greater student body
18. The needs for non-Traditional and Transfer students
19. Grad student needs
20. Assessment of impact
21. **Announcements**
	1. The CSF meeting will be held at the end of October or in beginning of November to talk about student fees. CSF provided a questionnaire about what kind of outreach is provided to students on campus. Each SFAC completes the questionnaire collectively. **Gaby Barrios** will share the CSF Outreach Campaign Survey with the committee and collect all answers to submit as a whole.

The meeting adjourned.