**Student Fee Advisory Committee**

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

**Monday, October 25, 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:** Dr. Alison Chu

**SFAC Advisor:** Christine Wilson

**APB Advisor:** Judy Huang

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

1. **Introduction of new members** 
   1. **Gaby Barrios** asked the committee to introduce themselves to new SFAC members Faculty Rep Dr. **Alison Chu** and APB Advisor **Judy Huang.**
2. **Ice Breaker question: What series/movies/media are you watching currently? Would you recommend?**
   1. **Gaby Barrios** opened the floor for the committee to share what they are currently watching and/or any recommendations of things to watch.
3. **Agenda approval**
   1. **Michelle Luna** made a motion to the approve the agenda. **Luis Garcia** seconded. The motion was approved unanimously.
4. **Trend Reports Discussion** 
   1. **Gaby Barrios** shared that the goal of looking into trend reports is so that the committee can better understand how units have been using their students services fee funding, which is what the committee advises on Student Services Fee (SSF). She shared that each member of the SFAC would be assigned trend reports. Once assignments were settled, this would be the committee members assignments throughout the rest of the academic year. **Gaby Barrios** shared an example of a trend report and explained each line item. She shared that Carryforward is a specific line item to pay close attention to. Carryforward is the money that remains at the end of the fiscal year closing and carries forward into the next fiscal year. If a unit has carryforward and a large percentage, or if they have very low expenses, she suggested looking at specific categories to where that money is going, if it gets used the next year, and if there is an increasing carryforward. **Gaby Barrios** created the SFAC assignments:
      1. **Michelle Luna** – Alumni Affairs
      2. **Zuleika Bravo** – Athletics,
      3. **Paarth Shah** – depression Grand Challenge
      4. **Samantha Solemnidad** – Music,
      5. **Luis García** – OMBUDS,
      6. **Karina Mara** – School of Art and Architecture,
      7. **Carina Salazar** – Social Science,
      8. **Erinn McMahan** – Summer Session,
      9. **Dr. Alison Chu** – Undergraduate Education,
      10. **Christine Wilson** – Enrollment Management,
      11. **Gaby Barrios** – Administrative Vice Chancellor
   2. The committee broke out into small groups to answer the questions below about their units; then discussed questions/answers as a committee:
      1. How much carry forward does your unit have? Is it increasing or decreasing?
      2. What categories is your unit spending the most on? Do you think this is in line with SSF guidelines?
      3. If your units are using temporary funds, how much does your unit rely on temporary funds to break even?
5. **Prepping for VC Gorden, AVC Roth and Rebecca Lee Garcia’s Visit/Presentation**
   1. **Gaby Barrios** shared that VC Gorden, AVC Roth and Rebecca Lee Garcia will be guests at next week’s SFAC meeting. She reminded the committee of a conversation that took place during the SFAC Orientation that VC Gorden, AVC Roth and Rebecca Lee-Garcia had about merits and benefits shortfalls. Benefits shortfalls is a part of people's salaries; it is what pays for things, called merits and benefits. This is a part of someone's fair employment. Many times, these merits and benefits shortfalls get categorized into needing money from the Students Services Fees. Last year, the committee recommended not to fully fund that shortfall. However, the Chancellor decided to take some permanent money from SSF and address that shortfall because it is crucial. Moving forward, a priority that some SFAC members from last year discussed was to try to make this a sustainable situation in the event there are shortfalls in people’s salaries. VC Gorden, AVC Roth and Rebecca Lee Garcia have been invited to discuss this topic further and help the SFAC plan a more sustainable way to pay for people's salaries. **Gaby Barrios** opened the floor for the committee share potential questions. Question for leadership from **Luis Garcia**– what is the budget plan to fund merits and benefits shortfalls that does not rely on permanent and temporary funding. **Gaby Barrios** asked the committee to send questions to her before the next SFAC meeting.
6. **Mission Statement Discussion** 
   1. **Gaby Barrios** shared the mission statement with the committee to discuss and edit. The draft mission statement reads:
      1. The 2021-2022 SFAC is committed to advocating for the material needs of the UCLA student body. These needs have become more evident in the wake of the pandemic and affect almost all of UCLA student body to a certain degree. However, the committee is most concerns of the needs of Transfer students, Non-Traditional students and Graduate students who have traditionally been overlooked in the university setting. To these ends, we encourage units to expand their methods for assessment of impact.
   2. **Gaby Barrios** asked the committee to share their suggestions/edits by week 7.
7. **Announcements**
   1. **Gaby Barrios** shared next week’s agenda.

**Samantha Solemnidad** made a motion to adjourn the meeting at 2:05pm. **Luis Garcia** seconded the motion. The motion passed and the meeting adjourned.