**Student Fee Advisory Committee
Monday, April 18, 2022
5pm-6pm
Virtual Meeting**

**Attendees**:

**Graduate Students:** Gaby Barrios, Michelle Luna, Zuleika Bravo, Paarth Shah

**Undergraduates:** Luis Garcia-Chavez, Karina Mara, Samantha Solemnidad

**Administration:** Charles Turner, Carina Salazar, Erinn McMahan

**Faculty Rep:** Dr. Alison Chu

**SFAC Advisor:**

**APB Advisor:**

1. **Gaby Barrios** called the meeting to order at 5:05 PM.
2. **Luis Garcia-Chavez** made a motion to approve the agenda. **Karina Mara** seconded the motion. The motion passed unanimously.
3. **Luis Garcia-Chavez** made a motion to approve the winter quarter week 5 minutes and the spring week 3 minutes. **Karina Mara** seconded the motion. The motion passed unanimously.
4. **Gaby Barrios** discussed a recap of the last meeting:
	1. **Gaby Barrios** reminded SFAC members that it is important for SFAC to communicate priorities to Student Affairs (SA). SFAC also talked about funding infrastructure requests and the rationale that would serve to approve a one-time request. Units that serve underserved populations are also a priority, and finally any requests that look to support material needs.
	2. **Christine Wilson** agrees with the priorities that were presented. She added that SA would also want to know which long term temporary funded positions are a priority for SFAC.She then shared the Chancellor’s Approval table to highlight the long term temporary funded positions. She also stated that SFAC will have to decide which positions to fund as there are $250,000 in funds available which will add up to about 5 Full Time Employees (FTE). Some of the positions currently being funded are:
		1. Graduate Career Services
		2. 2 Case Managers
		3. Undocumented student services
		4. Transfer student center
		5. Graduate Student Resource Center
		6. LBGTQ Center
	3. **Gaby Barrios** asked if SFAC needs 8 members for quorum to be reached. **Christine Wilson** answered that SFAC only needs 7 people, 50% plus 1 to reach quorum.
	4. **Gaby Barrios** asked for clarification on the Case Managers. **Christine Wilson** clarified that they are not Academic Case Managers but Case managers and explained that they have a holistic approach to support students in need.
	5. **Luis Garcia Chavez** asked for more information about that legal immigration lawyer that is also temporarily funded. That position is not funded at 20% but instead works in that position for 20%. **Gaby Barrios** and **Charles Turner** confirmed this is what was discussed in last year’s SFAC.
	6. **Gaby Barrios** asked if SFAC should focus on determining what positions SFAC should make permanent or just think about which ones SFAC will most likely continue to support. **Christine Wilson** replied that SFAC should wait until the units finalize their proposals before making any decisions and focus on this specific funding request as the next committee may have different areas of focus and priorities. **Gaby Barrios** said that most of these seem to fit the material needs priority that SFAC discussed in the last meeting.
	7. **Luis Garcia-Chavez** discussed that SFAC should not forget about undergraduate and graduate internships and make sure those positions get temporary funding as well. **Gaby Barrios** agreed that it is a good point – however, SFAC should wait until the units submit their request and also look at how units are currently staffing their positions. SFAC should make sure that units are using their carry forward funds first.
	8. **Gaby Barrios** then discussed the IT requests. She mentioned that **VC Monroe Gorden** in previous conversations with SFAC highlighted that these requests are often pushed back each year as they are not a priority but because of that become one out of immediate need. **Christine Wilson** then added some historical context and explained that SFAC recommended that SAIT become more centralized to make it easier to track and replace equipment on a more routine schedule.
	9. **Christine Wilson** then discussed that the requests are from smaller areas where one person can make a big difference. She asked the question, does one person make as big of a difference there as they might in a smaller one.
	10. **Gaby Barrios** discussed that giving guidance to student affairs is important. **Luis Garica-Chavez** agreed that giving guidance to SA will be good. **Carina Salazar** stated that its hard to know what the needs are, its easier to make the assessment based on what the requests are and avoid giving guidance may not need. **Christine Wilson** stated that the priorities can eb challenging as SA may change their requests based on what the committee recommends it may fund and that the committee made some guidelines at the beginning of the year. **Gaby Barrios** stated that the priorities that were discussed last week were broad enough. **Carina Salazar** stated that she agreed, the priorities SFAC discussed were good guidance without offering to many directions. **Charles** **Turner** agreed with **Carina** Salazar and further discussed that SFAC needs to give feedback without getting so specific that SFAC is telling SA what to do and when the requests come in, SFAC can say that that item is not a priority.
	11. **Gaby Barrios** asked **Christine Wilson** what the best way is to communicate these priorities. **Christine Wilson** answered that an email is fine. Draft one and have the committee review it.
	12. **Gaby Barrios** and **Christine Wilson** then discussed quorum rules for clarification. SFAC needs 7 to be at quorum for most of its normal business. 2/3s majority is required to change the Charter or By-Laws.
5. **Gaby Barrios** will not be at the next meeting, so **Luis Garcia-Chavez**  will lead the next meeting.
6. **Gaby Barrios** and **Christine Wilson** talked about inviting VC Monroe Gorden to a future meeting to talk about their requests. The temporary funding requests should come in with in the next week or two.
7. **Luis Garcia-Chavez** motioned to adjourn the meeting. **Carina Salazar** seconded that motion. The motion passed unanimously.