Student Fee Advisory Committee  
October 14, 2016  
Meeting Minutes

Present: Matthew Tsai, Kajal Bains, Michelle Chan, Taylor Chanes, Robert Dang, Will Devanny, Edgar Dormitorio, Auzzsa Eaton, Brennan Gonering, Tracy La, Kim Sadler, Judy Zhu

Absent: Michael McCarthy, Chance Pardon

Staff: Karen Mizumoto, Lisa Grigaitis

Guest: Martha Graciano

1. SFAC Orientation  
   a. Presentations given by Matt Tsai, SFAC Chair, and Martha Graciano, Assistant Vice Chancellor of the Budget Office.

2. Election of Vice Chair  
   a. The Chair called for nominations for a Vice Chair, whose main responsibilities would be to assist the Chair with meeting agendas/projects and attend the Council on Student Fees (CSF) meetings, which occur quarterly.  
   b. Judy Zhu was elected (unopposed) as Vice Chair.

3. Election of SFAC Representative to ETIAC  
   a. The Chair called for a volunteer to be the SFAC representative to the ETIAC, which meets once a quarter.  
   b. Duties of the ETIAC Rep include attending a quarterly meeting, deliberating on ways to spend the etech fee and updating SFAC on the outcome of those discussions.  
   c. Auzzsa Eaton volunteered to serve as the SFAC student representative to the ETIAC.

4. CSF (Council on Student Fees) Meetings  
   a. There is a meeting taking place at UC Santa Cruz on October 22nd - 23rd.  
   b. Judy Zhu and Auzzsa Eaton will both be attending.

5. SFAC 2016-2017 Meetings  
   a. The SFAC weekly meetings will take place on Fridays from 2:00-4:00p.m. in 436 Aldrich Hall.  
   b. Ex-officios can send designates to the meetings if they cannot attend.  
   c. Due to scheduling conflicts, Chance Pardon will not be able to serve on the committee. Michelle Chan, AGS President, will nominate an alternate graduate student representative.

6. 2016-17 Master Timeline  
   a. Matt reviewed a timeline with the committee, which outlines the major objectives and due dates for SFAC in 2016-17.
7. SFAC Unit Budget Questionnaire/Survey
   a. A draft of the unit request guidelines, budget questionnaire, and financial information
      template were circulated to committee to review.
   b. Karen will be emailing the request to complete these out to the SSF-funded units within
      the next week or so.
   c. Questionnaire and surveys will be due back to SFAC on January 6, 2017.
   d. The committee will begin reviewing and discussing the submissions at the beginning
      of Winter Quarter 2017.

8. Meeting adjourned.