

Student Fee Advisory Committee

April 1, 2016
Meeting Minutes

Present: Sherwynn Umali, Alexander Li, Matthew Tsai, Haruka Hatori, Kristine Jermakian, Liuyi Pei, Valerie Sanchez, Will Devanny (for John Alejandro), Brennan Gonerig, Alvin Phan

Absent: Kim Sadler, Chance Pardon, Parshan Khosravi

Staff: Karen Mizumoto

1. CSF Meetings Update

- a. Discussed 5% increase in mental health fee *[note: the allocation for mental health will be 50% of the 5% increase in the SSF after RTA; this equates to approximately 33% of the 5% increase]*
- b. Working on some small campaigns – nothing major
 - i. Voter guide for individual campus fee referenda.
 - ii. Outreach – SFAC templates, marketing efforts for local SFACs.
 - iii. Unify campus SFAC information (budget allocation, surveys, etc.).
 - iv. SAGE Fee – UC-wide fee to be used to support UCSA.
 1. Wanted CSF endorsement; a lot of students did not endorse.
 2. Postponed decision to spring quarter.
 3. ASUCI and AGS did not endorse.
 4. UCSA Chair (Kevin Sabo) may be willing to come to speak to SFAC.
- c. Next CSF meeting will be at UCSF from May 20-21; any interested parties should let matt know. Alvin may be interested in attending.

2. Review of campus proposals for departments not requesting funds

- a. The committee did not identify any units to be part of an in-depth review for the spring quarter.

3. SFAC Plan Forward

- a. Outreach plan for 2016-17 Student Fee Survey. There was inadequate outreach, particularly to URM, for this year's student fee survey. This year the committee needed more time to respond to the outcome of missing demographics. The committee will work on the following for next year's survey:
 - i. Intentional outreach: Want more well rounded statistics/opinions. Certain demographics are missing. The committee can go out to try to show students in these communities what the SFAC and Student Fee Survey are by going out to meet with them to try to get them to participate more in order to have a more cohesive outcome.
 - ii. Campus Organizations: the committee can participate in leadership retreats and have a presence at leadership meetings (this will depend on the timing of the survey launch date).

- iii. Participate in mandatory orientation about university policies; have SFAC attend a meeting during a 5-10 minute session; attend/send a delegate to the all university leadership meeting (check with Sherwynn).
- iv. Targeted advertisements; should be soon and right before survey is ready to launch.
- v. Go to CCC director and ask if SFAC can meet with her to give her a presentation or have SFAC members come to one of her meetings; also check with SOAR.
- vi. Question: Did the survey influence rankings? What survey results were important? Survey failed to capture certain demographics made some more careful in evaluating proposals that included some of these demographic information. However, maybe the committee members already have enough perspective to review and make recommendations without the surveys.
- b. The committee determined it would be better to have more time to review proposals rather than spend time on survey. And that it might be better to have two surveys.
 - i. One broader student fee survey (the current survey) that can be launched in the spring quarter to give time for students to experience student services funded by the SSF and campus-based fees. Results of this survey can be provided to fee-funded units.
 - ii. The second survey will be a unit-based survey that each unit requesting SFAC funds must complete as part of their budget submission.
 - 1. The unit surveys should be very specific with targeted questions pertaining to requests.
 - 2. The unit surveys should ask students questions about new proposed programs/services and give students the opportunity to provide opinions on specific proposals.
 - 3. Make it a requirement of proposals to get student feedback via departmental surveys. This will hopefully incentivize departments to make sure what they are asking for is of value/important to students.
 - iii. The unit surveys might inadvertently exclude students who are not currently using services.
 - iv. It is important to keep representative nature of the committee and not let it be influenced by student government, but the committee can consider the unit survey results and also getting the student feedback and information in other ways. Discussion with AGS/ASUCI can be contingent if there is internal SFAC conflict about a budget request.
 - v. Expectations of survey information should be clear and developed by current committee. This year's committee can develop a framework for the unit surveys.
 - vi. The committee will form two subcommittees to:
 - 1. Revise guidelines for budget submissions (Yi, Will/John, Sherwynn, Kristine)
 - 2. Create unit survey framework document (Haruka, Valerie, Brennan, Alex, Alvin)
 - vii. Make changes this year for next year's student fee survey.
 - viii. Make changes to the budget submission template.
 - ix. Time line shifts:

1. Send out guidelines and new unit survey framework and 2015-16 student fee survey results end of this quarter. Mention change in timeline (budget submissions will be due before winter break).
 2. Send out call for SFAC proposals at the end of September; they will be due back before the winter break.
- c. Leadership Continuity
 - i. Elect chair at the end of the current year (chair elect).
 - ii. Wait until last meeting (later in this spring quarter) to discuss committee membership and chair/vice chair elections.
4. SFAC Representative Wear
 - i. Table to for the next committee meeting in two weeks.
5. Next meeting will be in week three (Friday, 4/15/16). 436 AH will be available next week for the committees to use as work time. The subcommittees should be prepared to present their drafts to the full committee.
6. Meeting adjourned.