

Student Fee Advisory Committee

October 10, 2014

Meeting Minutes

Present: Sonali Madireddi, Sarada Cleary, John Delshadi, Matthew Tsai, Felicia Martinez, Alexander Le, Myron Lozano, Justin Chung, Sara Lone, Sherwynn Umali, Reza Zomorrodian

Absent: Isaac Straley, Sanaa Khan

Staff: Karen Mizumoto

1. Meeting called to order
2. Introductions
3. October 10, 2014 meeting agenda approved.
4. SFAC and CSF Orientation
 - a. Overview of the SFAC's purpose and purview
 - i. The SFAC is an advisory committee to the UCI Provost & EVC:
 1. Advises the campus administration on the Student Services Fee (SSF) and use of SSF on campus. (The SSF supports student services and activities for UCI students).
 2. Reviews budgets, financial data and incremental budget requests from SSF-funded units. (Fall/Winter quarters)
 3. Makes recommendations on incremental allocations of \$250,000 (can be both permanent and/or one-time funds). For instance, in 2013-14, based on a review of SSF budgets and student needs, the committee found there was a significant need and funding gap for counseling services and recommended allocations to the Student Health Center, the Counseling Center, etc.
 4. Reviews campus-based fee referenda ballot language; revises referendum guidelines and campus policy to include sunset clauses, timelines, etc. (Spring quarter)
 5. Reviews and makes recommendations on Course Materials and Services Fees (CMSF) (Spring/Winter quarters).
 6. Submits annual report to Provost-EVC (Spring quarter)
 - ii. Observations from returning committee members are that SFAC is now more involved and educated on campus budget issues and student fees than in the past. The committee has also revised the budget review process and review of funding requests. Going forward, there needs to be further review and standardization of the evaluation process, and the committee should work to stay on task/track by establishing more backward planning.

- iii. The SFAC note book is currently available on Drop Box (Karen has sent out invitations for committee members to access the Drop Box files). The SFAC webpage on the Provost's website (under Planning and Budget) is updated for 2014-15.
 - b. Systemwide CSF is made up of all the voting members of the campus SFACs and the CSF Executive Board is comprised of the campus SFAC chairs or their designates.
 - i. The CSF makes policy recommendations to UC administration on SSF and other student fees such as compulsory campus-based fees.
 - ii. The CSF meets four times a year (once a quarter, including summer); campuses rotate hosting the quarterly meetings.
5. Ratification of CSF Charter
- a. The new CSF Board has decided to add new language to the CSF that did not exist before including adding campus-based fees and proposed referendum as the purview of CSF due to the increasing number of campus-based fees and referenda on the campuses. Adding the campus-based fees and referenda to the purview of CSF will provide a platform to discuss the different referenda and campus-based fee policies for each campus.
 - b. The CSF Board has approved changes; the campus SFACs will now have to pass the amendments each by a 2/3rds majority.
 - c. Specific changes include:
 - i. Article II and III: revised language to include the CSF's role in taking policy positions on campus-based fees and remove Tuition (the SFACs and CSF are not invited to comment on UC Systemwide Tuition, so the Board determined it should not be included in the Charter).
 - d. Article V: changed the number of CSF general meetings from three times per year (once a quarter) to four times a year to include the summer quarter.
 - e. A motion was made to approve the changes to the CSF Charter and was seconded.
 - f. The committee voted in favor of approving the changes to the CSF Charter: Yes = 8; N= 0.
6. Chair and Vice Chair Elections
- a. Sonali provided an overview of job responsibilities for the chair and vice chair.
 - b. The floor was opened up for nominations for chair.
 - i. Sonali Madireddi was nominated and elected chair.
 - c. The floor was opened up for nominations for vice chair.
 - i. John Delshadi was nominated and elected vice chair.
7. New business
- a. CSF Fall quarter meeting will be UCR on 10/25-10/26
 - i. The meeting will take place over the entire weekend and the agenda will include discussion of the CSF campaigns for 2014-15 and what is happening (student fee issues) on each of the campuses.
 - ii. Committee members should let Sonali or John know if they are interested in attending.

- b. SFAC meeting times for 2014-15 will be every Friday from 1:00 pm to 3:00 pm.
 - i. Student representatives cannot miss more than three meetings per quarter.
- c. Student Fee Survey
 - i. The committee will need to select the 2013-14 winners.
 - ii. Prizes will need to be determined.
 - iii. Four prizes for the 2012-13 survey were claimed (unclaimed prizes from 2012-13 include: (1) iPad Mini; (3) iPod Shuffles; and (6) \$25.00 Amazon Gift Cards). Naaz sent out a reminder to prize winners that the 2012-13 prizes had to be claimed by March 2013, but no additional winner claimed their prizes.

8. Meeting adjourned.