

## Student Fee Advisory Committee

November 7, 2014

Meeting Minutes

Present: Sonali Madireddi, Sarada Cleary, Matthew Tsai, Felicia Martinez, Myron Lozano, Isaac Straley, Sara Lone, Sanaa Khan, Sherwynn Umali, Alexander Le

Absent: Justin Chung, Reza Zomorrodian, John Delshadi

Staff: Karen Mizumoto

1. Meeting called to order.
2. October 31, 2014 meeting agenda approved.
3. October 24, 2014 meeting minutes approved.
4. Sample Questionnaire Discussion
  - a. The committee reviewed the Engineering and Counseling Center submissions from 2013-14 in order to compare which responses were better and determine what questions should be modified.
  - b. Question Review
    - i. The committee reviewed each question to understand the purpose of the question and to see if the question should be revised.
    - ii. Question 15: Question will need to be clarified and wording changed to make sure the question is answered correctly. Specify whether funds were permanent or temporary and restate that SFAC has \$250K in SSF allocations each year in which to make funding recommendations to the Provost-EVC. Units will need to limit requests to their highest priorities.
    - iii. When units request funding for staff FTE, it should be clarified that they only need to ask for the salary portion of the cost; benefits will be funded centrally. This will be included in the guidelines rather than in the question itself.
    - iv. Question 2: In regards to demographics, the questionnaire should ask units how their demographic numbers have changed from year to year, and ask them to list any significant changes to any particular student population and which student population gets the most funding.
    - v. Table 1b of the budget/financial information should include a line for new permanent funds and eliminate the information for centrally benefits (benefits funding was decentralized in 2012-13) and only include EPL funds.
  - c. The email call for budget survey and funding request should include a chart showing what units were have been funded in the last few years and information on what the SFAC/student priorities were; this information should also be included in guidelines.
  - d. Note in the guidelines that SSF funds cannot be used for academic/instruction, and attach UC guidelines for the use of SSF funds
  - e. The guidelines document should be included in the email.

- f. Sonali will make modifications to the templates and send out revisions to the committee for comment; any additional questions/changes should be sent back to Sonali before next Friday's meeting.
  - g. The final modifications should be ready by next Friday, and the committee will discuss when to send out the questionnaire and budget survey.
5. Student Fee Survey
- a. Matt and Sarada provided an update on the 2014-15 Student Fee Survey.
    - i. The order of the questions has been changed.
    - ii. Student Services Fee information has been added.
  - b. Final version of the survey will be available next Friday.
  - c. The committee will test the survey.
  - d. Advertising
    - i. Isaac will verify the contacts for putting ads on EEE and in labs.
    - ii. The flyer graphic will be used on marquees.
  - e. Karen will contact the Provost's office to send out a Zot Mail email for the week of 11/17.
6. Update on UC Multi-Year Financial Plan
- a. Five-year plan to increase mandatory UC Tuition and Student Services Fee and Nonresident Supplemental Tuition by 5% annually. 50% of SSF increase will be dedicated to student mental health funding.
  - b. Campus will need to share implementation strategies for Student Health Center, Counseling Center and other areas of student support and the use of new student mental health funding.
7. Meeting adjourned.