

## **Student Fee Advisory Committee**

April 4, 2014  
Meeting Minutes

Present: Sonali Madireddi, Jason Lee, Sarada Cleary, Bob Gomez, Dominique Doan, Isaac Straley, Naaz Mirreghabie, Myron Lozano

Absent: Melissa Gamble, Justin Chung, Anastasia Kosenko, Nicole Hisatomi

Staff: Karen Mizumoto

Guests: Kimberly Ayala and Academic Advising Staff

1. Meeting called to order.
2. Peer Academic Advising-Campuswide Budget Request Presentation (Guest: Kimberly Ayala and Academic Advisors from various schools)
  - a. PAA is centrally managed by DUE for funding, training and campus policy and procedures; PAA staff decentralized to academic units once trained.
  - b. Mission central for student retention and graduation; PAA provides guidance to undergraduates to assist them in achieving their academic goals.
  - c. When a new school begins, a new PAA is requested; as schools grow, they need more assistance.
  - d. Bigger schools have higher number of PAAs (i.e., Biological Sciences, Social Sciences). Some smaller schools or schools with new added majors (instead of just minors) need more. For instance, the undergraduate major in Education currently has only one PAA even though Education has highest number of major students; Public Health's enrollments are expected to double; and even though Nursing enrollments are capped, there are a large number of prospective students (approximately 2,000) who are requesting information on the Nursing program. These students are served by PAAs.
  - e. The need is also growing with an increased number of international students, veteran students, first generation college students and students with disabilities.
  - f. Academic Advising holds workshops to assist larger number of students, but individual PAAs in schools are still needed.
  - g. The number of students served varies. In fall 2012, PAA assisted 88,034 students. This program impacts the entire campus.
  - h. The 2013-14 request of \$40,222 is for funding for one new PAA per academic unit.
  - i. The second request of \$14,688 is for funding to increase pay rate for all PAAs from \$9.10/hour to \$10.00/hour because the minimum wage rate increases in July 2014 and in order to recruit quality applicants.
  - j. Academic Advising hasn't requested PAA from other campus resources; sometimes individual schools will provide funding. For instance Bren ICS provided funds for a PAA.

- k. Currently carry forward funds are used to fund shortfall PAA budget. If students don't use up all of the budgeted hours, there are salary savings that generate carry forward funds. The permanent budget for PAAs was cut a few years ago, so the carry forward funds will eventually be exhausted.
- 3. April 4, 2014 meeting agenda approved.
- 4. March 21, 2014 meeting minutes approved.
- 5. PAA Budget Request Discussion
  - a. SFAC funded PAAs for specific schools last year. DUE asked for funding for PAA wage increases, but did not request funds for additional PAA funds for DUE.
  - b. Carry forward funds are being used to make up for permanent funding cuts; the carry forward funds will eventually run out. Carry forward funds are also used for summer advising.
  - c. There is centralized training and specialized training for PAAs in DUE then the PAAs are sent out to schools. Funding is retained centrally by DUE, but PAAs are allocated out to schools. In the future, department/school requests for PAAs should be made to DUE instead of to SFAC.
  - d. PAA wage increase
    - i. The committee has some concern SFAC will get inundated with requests to increase student wages across the board.
    - ii. Not all student employees are paid with SSFs; it depends on the type work they do, what department they work in, and other available funding sources.
    - iii. Mandatory minimum wage increase to \$10.00 per hour starts in January 2016.
  - e. Ranking the PAA requests
    - i. The committee is in favor of a permanent allocation of \$40K for the additional PAAs, but needs to see how this request is ranked in context with all other high priority requests.
    - ii. The committee ranks the PAA request for additional PAA as #1 and the request to increase the PAA hourly wages as #2.
- 6. Discussions on Budget Review Subcommittees
  - a. The committee's consensus was that the subcommittees should not meet once a week to review the budget surveys and questionnaires.
  - b. The subcommittees could rank every request 1-5 and then at the each subcommittee would bring recommendations to the whole committee for final deliberation.
  - c. Karen will complete the list of requests for committee members to begin ranking when the deliberations begin.
- 7. Questionnaire and Budget Survey Discussion
  - a. School of Engineering
    - i. Requests a \$100K increase for counselors and PAAs
    - ii. These were funded in the past by increasing nonresident enrollments.
    - iii. The committee needs a detailed break out of what the funding will be used for (need the number of counselors, number of PAAs and dollar amount for each

- iv. The information provided by Engineering is at a high level (not detailed enough); the committee needs to follow up with Engineering before the school's request can be ranked.
- b. Career Center
  - i. Update: The Internship Coordinator will now be funded by VC Student Affairs office.
  - ii. Request #1: Graduate Student Career Counselor, 0.50 FTE, permanent funds of \$26,317
    - 1. Currently one staff person handles all requests from students for both advising and programming. Programming is increasing for professional development.
    - 2. The request is to make one position whole, plus partial funding for another position. The position was eliminated from the Career Center budget in 2007-08, but has been backfilled with temporary Graduate Division Funding and other funds. The Graduate Division has contributed temporary funding in the past, and the funding has been provided year-to-year, but it is not guaranteed.
    - 3. If funding is provided from SFAC, there will be a total of 1.25 FTE.
    - 4. The number of students seen at graduate level is increasing; the Graduate Counselor probably sees the most number of students of all of the counselors and has a high level of programming activity as well.
  - iii. Most of the Career Center's carry forward funds are used to fund student positions, supplies and expenses, and programmatic costs.
  - iv. Request #2: PhD Pilot Program, one-time funds of \$10,000
    - 1. UCSD and UCD started PhD conferences to provide information on other available options to PhD students who may be looking for career opportunities outside of academia (public service, private industry, nonprofit organizations, etc.). The emphasis is on Masters/PhD students in liberal arts disciplines (i.e., Humanities) where academic opportunities are more limited.
    - 2. Between 200-500 students could be served by this program.
    - 3. Is there corporate sponsorship or other resources? At Davis, support is a cross between Student Affairs and the Graduate Division. San Diego may have a corporate sponsor.
  - v. Request #3: Support for International Specialist Position, 1.0 FTE, permanent funds of \$52,633
    - 1. There has been an increase in international undergraduate students and international graduate students, especially in Engineering and ICS.
    - 2. The bulk of the International Specialists duties will be working with undergraduate students, but will probably backfill with graduate students not supported by the Graduate Student Counselor.
  - vi. Ranking: The committee ranks the request for a Graduate Student Counselor as #1, support for the PhD conference as #2, and funding for an International Specialist as #3.

c. CARE

- i. SFAC provided funding for expanded advocate hours (an additional four hours per week) and funding for 0.50 FTE for the Violence Prevention Coordinator position cut in previous budget reductions.
- ii. Request: Funding for an Assistant Director/SAO IV position, \$56,200.
  1. The number of students will increase in future years; reporting rates for sexual assault, domestic violence and stalking are going up. Additionally, the federal government is requiring increased training and education for staff, faculty and students in the area of sexual violence, and will begin enforcing the requirement for schools to address these issues. There have also been increased demands on the existing Advocates and Violence Coordinator position as well as on the Director.
  2. What demands/specific responsibilities will the Assistant Director position fulfill? Will responsibilities fall on Director if the position is not funded? The committee needs to follow up with CARE on how the position will serve the students. Is CARE looking at other sources of funding? How does it overlap with the Director's responsibilities?

d. Center for Excellence in Writing and Communications

- i. Seems busy/full most of the time. Based on student survey, students seem to have had good experiences with center.
- ii. Additional peer tutors and a career Writing Specialist are needed due to an increased demand for services, and some students have been turned away during crunch time because of lack of capacity.
- iii. There also may be increased student awareness of the program and increased need due to increased student enrollment.
- iv. Requests to increase staff and student positions as follows:
  1. Additional Peer Tutors to work 20 hours per week (\$5,400)
  2. 1.0 FTE for a new full-time Writing Specialist focusing on transfer, first-generation and low income students (\$45,000).
  3. Permanent funds for an existing 1.0 Writing Specialist currently funded with temporary funds (\$56,000).
- v. Ranking: the committee feels that compared to other requests, these might not be the highest priority. The committee ranking: Request a = 1; b = 2; c = 3/ lower.

8. New Business

- a. CSF Spring Quarter Meeting
  - i. 4/26 – 4/27 at UCSB
  - ii. Headcount so far: Myron, Dom, Sarada, Naaz and Sonali.
- b. Need headcount for jackets. Dom will submit order today:

9. Meeting adjourned.