

## **Student Fee Advisory Committee**

May 16, 2014  
Meeting Minutes

Present: Sonali Madireddi, Sarada Cleary, Jason Lee, Bob Gomez, Isaac Straley, Naaz Mirreghabie, Anastasia Kosenko, John Delshadi, Dominique Doan, Myron Lozano, Nicole Hisatomi, Justin Chung

Absent: Melissa Gamble

Staff: Karen Mizumoto

1. Meeting called to order.
2. May 16, 2014 meeting agenda approved.
3. May 2, 2014 meeting minutes approved (no meeting on May 9<sup>th</sup>).
4. Committee Retrospective
  - a. Revised review unit templates.
  - b. Conducted the second Annual Student Fee Survey: 2,500 responses in first month.
  - c. Review of new student services programs on campus and recommended current year funding support for the New Narratives program.
  - d. UCI SFAC hosted the 2014 Winter CSF conference.
  - e. Reviewed and provided recommendations on proposed CMSFs.
  - f. Attended the CSF 2014 Spring Conference at UC Santa Barbara. UCI had the largest contingent.
  - g. Reviewed SSF-funded units' financial information and deliberated on the recommendations for incremental allocations of SSFs.
5. Budget Request Process and Budget Deliberation Common Themes
  - a. Many schools have requested individual PAAs (more than five); DUE PAA unit has also asked for one additional PAA for each school.
    - i. There needs to be better communication between school Academic Affairs units and DUE when requesting funds for PAAs.
    - ii. Funding for PAAs should be coordinated through DUE.
  - b. Employee Benefits: many staffing requests have included both salaries and benefits. Because benefits for Provost-approved staff positions are funded by the campus administration, the revised template should state that benefits are funded centrally so this cost should not be included in future requests.
  - c. The revised template should also state that new construction/capital projects are funded by campus, not SFAC.
  - d. Units need to be made aware that SFAC has limited funding and requests should not exceed this (\$250K). Units need to request funding for only their highest priorities

and should take into consideration the limited amounts of funds the SFAC can provide recommendations on.

- e. Units should be advised to work with other units who may have some services/activities which overlap when preparing their budget proposals. An additional question could be added to the template which asks how the unit has worked with other units first before requesting additional resources.
- f. Academic Affairs/Advising funds allocated per student FTE: certain schools serve both graduate students and undergraduate students in the same office and some schools have separate offices. The committee should make a recommendation to graduate student affairs offices that they could request funding from SFAC.

#### 6. Student Services Funding Priorities

- a. Sonali will provide a breakdown of priorities and the total amount of funding recommendations at the next SFAC meeting.
- b. Funding for Counseling Center and Mental Health services on campus is a top priority.
- c. Units that provide services/activities supporting diverse student population are also a priority.
- d. Requests are much larger now that units are bouncing back from years of budget cuts. The SFAC could inform the Provost on what student priorities are now that the budget is beginning to stabilize, and where the committee would recommend funding should be restored. Including these recommendations in the annual report could also provide institutional memory regarding student priorities as a reference for future committees.
- e. SFAC Chair should get invited to student government luncheons to hear conversations among student leadership.
- f. Provost has recently met with VC Parham, Assoc. VC Dooros and Asst. VC Holmes and he has committed to provide additional funds to hire more counseling staff. The additional counseling staff will be temporarily housed in trailers.
- g. New Student Services Building: a plan is being developed for a six-story building to house clusters of student services. Preliminary plans include at least two floors for counseling; some clusters may be temporarily moved to Mesa Court.

#### 7. SFAC Recruitment

- a. Recruitment new SFAC student representatives should start now and should advertise the high importance of commitment needed from student representatives.
- b. A Zot mail should be sent to all students; recruitment needs to be opened up to the whole campus and to students outside of student leadership. Student executives should nominate students who will be active participants on the committee.
- c. The SFAC website could include an “elevator pitch” for student participation.
- d. AGS and ASUCI can send out the call and the committee could conduct interview sessions and make recommendations to the student leadership regarding the nominees.
- e. The committee should create a list of qualifications/attributes to AGS/ASUCI that candidates should possess and the responsibilities of student representatives in order for the student leadership to know what SFAC is looking for in representatives.

- f. The recruitment process should be added to the committee guidelines to institutionalize the process. The committee can change the SFAC guidelines, but not the student government guidelines/processes. Changes to the SFAC guidelines can be included in the annual report to the Provost.
- g. Committee members should send Sonali their list of qualifications.

8. Other Business

- a. SFAC jackets will be here next week.
- b. The committee can take a committee photo.
- c. Sonali will be drafting the year-end report for the committee to finalize.

9. Meeting adjourned.