

# Student Fee Advisory Committee

February 21, 2014

Meeting Minutes

Present: Justin Chung, Naaz Mirreghabie, Sonali Madireddi, Isaac Straley, Meerae Park, Jason Lee, Sarada Cleary, Anastasia Kosenko, Dominique Doan, Myron Lozano, Nicole Hisatomi

Absent: Melissa Gamble, Bob Gomez

Staff: Karen Mizumoto

1. Meeting called to order.
2. February 21, 2014 meeting agenda approved.
3. February 14, 2014 meeting minutes approved.
4. Biological Sciences SFAC Questionnaire/Survey
  - a. Questionnaire Discussion
    - i. Bio Sciences Undergraduate Academic Affairs is still operating under the same budget as they did when enrollments were 2,000 even though the population of undergraduates has increased to 3,500. This office serves only undergraduates. A separate office, with no SSF funds, likely serves graduate students.
    - ii. Counseling services provided to students seem to be lacking; some student feedback is that they do not take time to work with students. However, this may be due to fact that Bio Sciences is a largely impacted program and does not have a lot of resources to manage this.
    - iii. Bio Sciences is not requesting any incremental funding.
5. Business SFAC Questionnaire/Survey
  - b. Questionnaire Discussion
    - i. 200 MBA students served per year by the MBA Career Center.
    - ii. About 500-600 undergraduate business majors per year are served.
    - iii. They do not receive any other student fee funds other than SSFs.
    - iv. In 2012-13, the undergraduate student services office received campus SSF funds for salary and benefits for one undergraduate career consultant.
    - v. They state in their questionnaire that they do not have any carry forward for 2012-13, but that doesn't match the data included in the budget survey. The committee needs to follow up with Merage.

- vi. If they are asking for a substantial amount of funding, maybe they should not receive additional funding if they have such a large carry forward.
- vii. Undergraduate program priorities include funding to create a new internship program to pay for student stipends. Due to new federal labor laws, programs using interns may need to increase interns' pay to minimum wage or provide service credit to student interns; there can't be unpaid internships unless the students get credit. The committee needs to follow up with Merage on this issue as well.
- viii. The school of business has more 20000/SSF funds per student than any other school: they have ~\$500/student versus ~mid \$100s for other schools.

#### 6. Peer Academic Advising Questionnaire/Survey

- c. One of the issues PAA has is that since they are the control point for the allocation of peer academic advisors to schools, funding for PAAs should flow through their office. In the past, schools have gone around PAA directly to SFAC to ask for funding.
- d. PAA as requested that they be able to meet with the committee to discuss future allocations of SSFs for peer academic advisors.

#### 7. General Discussion

- e. The committee should take a look at all Academic Affairs/Student Affairs offices and look at their total funding per student and Student Services Fee funding per student for both graduate and undergraduate students, and take a look at outliers (look at the best funded programs and least funded programs and what kind of services they provide).
- f. The analysis will need to control for undergraduate students outside the school utilizing the services provided by specific school's Academic Affairs/Student Affairs offices.
- g. Justin will set up a spreadsheet in Google Docs to capture this information.
- h. The committee should keep in mind every school has different needs.
- i. Question #15 needs to be rewritten for the 2014-15 survey. There seems to be some confusion about what the committee is asking for based on the answers received so far. The question needs to be written so all schools provide the same kind of data.
- j. What are the goals of reviewing the submissions?
  - i. To review budget information.
  - ii. Evaluate all of the funding requests.
  - iii. Nicole will put a form together for Google Docs with questions the committee has about questionnaires and budget information provided by units. The document will list things that need to be clarified and list the opinions/concerns committee members have about the requests.

- iv. Any committee member with specific questions/concerns should put these in the shared document.
- v. Justin will put the rubric used for last years evaluations on drop box.
- k. Sonali will provide the committee with the next questionnaires/budget surveys that will be reviewed at the next meeting. The committee will first review units requesting SSF funds.

8. Meeting adjourned.