

Student Fee Advisory Committee

May 6, 2011
Meeting Minutes

Present: Aaron Tso, Jason Lee, Natalie Goudarzian, Sitara Nayudu, Justin Chung, Erin Kelly, Clara Schultheiss

Proxies to Aaron: Elaine Won and Nidal Zmily

Absent: Payel Chowdhury, Andres Gonzalez, Sandy Jones

Staff: Karen Mizumoto

- 1) Meeting called to order.
- 2) Minutes from April 29, 2011 meeting approved.
- 3) Nidal and Elaine have given their proxies to Aaron for today's meeting.
- 4) Recommendations to EVC/P regarding Protecting Student Services
 - a) Change "student employees/interns" to "student employees as well as interns."
 - b) Change "centers" to "departments."
 - c) Motion to approve recommendations with additional changes is passed.
- 5) SFAC Guidelines Revision
 - a) Rather than establishing a permanent meeting time, language will be added to the guidelines to establish quarterly meeting times for the winter and spring quarter meeting by week eight of previous quarter. The meeting time for the fall quarter will be left open and will be established after the first meeting of the fall quarter.
 - b) An executive summary/white paper with the contents of the SFAC notebook and a summary of the committee's responsibilities should be distributed at the fall quarter orientation meeting.
 - c) The committee discusses prorating stipends based on attendance, but it is decided this will not be included in the guideline revisions.
 - d) The attendance and compensation sections will be revised to include language that three absences per quarter will be cause for possible membership review by committee. And after three unexcused absences per quarter, or four total absences per quarter, the member's quarterly stipend will be forfeited and there will be cause for membership review by the committee.
 - e) Motion to amended changes to SFAC guidelines is passed.
- 6) Veteran Services Funding
 - a) Veteran Services has revised their funding request for a staff member to request funding for student interns. However a VA work study program already exists which can provide federal funding for work study students. Since there is federal funding available, Veteran Services doesn't need to request student intern/student employee funding from the campus. Campus funds can be redirected for other purposes.
 - b) David provided an update on a meeting with the Interim VC Student Affairs and the Assistant Chancellor. The meeting brought the Veteran Service's funding request and the VA work study funding as well as other Veteran Services issues to the attention of the

campus administration. However there was no resolution on the funding for the staff member, and no defined action plan was determined for meeting objectives/goals for Veteran Services.

- c) The \$10,000 allocation to Veteran Services will likely not be used for the purpose SFAC intended (towards a staff member) due an internal conflict regarding this position. The funding for staff position will be used to replace the current staff in the position.
 - d) The committee will consider changing funding recommendation for Veteran Services at next week's meeting. Karen will send out the list of funding requests and current funding recommendations to the committee for preparation of the 5/13/11 meeting.
 - e) If the committee revises the recommendation to provide \$10,000 in Student Services fee funds to Veteran Services, Karen will send an email to Veteran Services stating given the circumstances, and without a full review of the proposed use of the funds, the Veteran Services proposal will not be under further consideration.
 - f) The budget questionnaire should be revised to request information on how units spent or plan to spend the funds allocated by SFAC in the previous allocation cycle.
- 7) CSF Meeting Update
- a) Aaron updated the committee on the CSF meeting:
 - i) The CSF standing policies and charter have been updated to reflect the "Registration Fee" name change to the "Student Services Fee," as well as other additional changes.
 - ii) Individual SFACs will need to vote on proposed changes. Aaron will distribute copies of the proposed revised CSF policies and charter.
 - iii) The CSF unanimously voted to keep the methodology for assessing campuses the same for the next fiscal year and to not tax existing campus-based fees in order to fund the campus assessment that is part of the new funding streams model. No existing campus-based fees will be taxed, but future campus-based fees may be taxed.
- 8) Meeting adjourned.