

UC Irvine Student Fee Advisory Committee 2017-2018 Annual Report

Introduction

As per Regental Policy 3101: The University of California Student Tuition and Fee Policy, the Student Fee Advisory Committee (SFAC) on each UC Campus is assigned the role of providing recommendations on the use of Student Services Fees and each year's Student Services Fee (SSF) as set by the Regents. In accordance with this charge, the UC Irvine SFAC provides the following recommendations on incremental SSF budget allocations, and a summary of recommendations for proposed 2018-2019 Course Materials and Services Fees (CMSF) and recommendations on the language included in the proposed compulsory campus-based student fee referenda which was to be included on 2018 spring student elections ballot.

The committee also reviewed and is providing areas of focus for recommended changes to the current SFAC Guidelines.

I. Incremental Student Services Fee Revenue Recommendations: SSF Allocation Recommendation Process

SFAC identified five areas of focus in this year's funding requests, consistent with past student survey data and committee deliberations. These priority themes were: Career & Professional Development, Academic Engagement, Student Life, Campus Climate and Health & Wellness.

Based on relevance, each SSF funding proposal was categorized under at least one of the five priority themes, although many proposals were assigned to more than one category. To facilitate review, SFAC divided itself into subcommittees, each of which discussed and scored pertinent proposals under a particular priority theme. The full committee then reconvened to review each proposal on a case-by-case basis, giving first consideration to requests that had received a high score from any of the subcommittees that reviewed it. Finally, the full committee categorized the top 15 proposals as either critical student services or non-essential student services and final recommendations were based on these classifications.

In a departure from past SFAC recommendations, the committee determined funding recommendations should not include any recommendations for student services the committee categorized as highest priority, essential student services. The committee believes essential student services are those services that address high-impact, critical student needs and the costs for these services should be borne by the campus as institutional costs rather than included as SFAC-recommended funding for supplemental, enhanced student activities and services.

Recommended SSF Allocations

During the 2017-2018 academic year, the SFAC was charged with making recommendations on permanent allocations of \$250,000 in new 2017-2018 SSF funding and \$7,033 in remaining permanent funds from the 2016-2017 year, for total permanent funding recommendations of \$257,033. In 2017-2018, the committee received funding allocation proposals from various campus units totaling ~\$1,460,000 in budget requests. With total requests greatly outpacing the committee's available budget, it is inevitable that the majority of applicants would not receive additional SSF funding for the 2018-2019 year via the SFAC's budget recommendation process.

The following recommendations, listed below in order of highest priority, are for requests the committee considered as high-priority and true to what SFAC-recommended SSF funding is intended for: to fund services and activities that are not essential to the core academic function of the University, but are deemed important and complementary to the University experience. Funding requests for critical-need areas will be discussed later in this report.

Table 1: 2017-2018 SFAC SSF Funding Recommendations

Rank	Proposed Allocations	Recommended Funding
	Student Affairs/Student Life and Leadership/Women’s Hub	
1	1.0 FTE SAO II Program Coordinator to collaborate with campus departments to increase diversity opportunities for students, faculty and staff, provide support to student orgs related to women’s issue, develop strategies for historically marginalized groups.	\$44,982 (perm)
	Global Sustainability Resource Center	
2	1.0 FTE Program Coordinator to oversee/coordinate approximately 20-30 student staff, interns, and fellows; guides programming and designs and executes the GSRC’s sustainability pathways.	\$48,000 (perm)
	Student Affairs/Student Life and Leadership/Campus Org & Volunteer Programs	
3	Programming funds for Volunteer Programs serving to increases social responsibility, improve campus climate, align services and resources with peer institutions and keep Alternative Break, Days of Service, MLK Jr. Day of Service, etc., programming accessible to students.	\$30,000 (perm)
	Global Sustainability Resource Center	
4	Student Assistant/Office Coordinator (\$12.50/hr.; 300 hrs/year) to provide a link between students and staff and student groups; responsible for coordinating weekly campus communications, campus sustainability calendar, and leading the campus Sustainability Co-Curricular Working Group.	\$3,750 (perm)
5	Student Institute for Sustainability Leadership (SISL); one of the centers signature programs that is a central recruitment and retention tool for incoming students who develop into student leaders.	\$8,000 (perm)
	Academic Affairs/Division of Undergraduate Education/Peer Academic Advising	
6	Funding for summer PAA advising for freshmen and transfer summer orientation programs including 10 SPOP, two Transfer Orientations and an International Student Orientation (funding recommended at 10 hrs/week x 13 weeks x 48 students at \$11.50/hr)	\$71,760 (perm)
	Academic Affairs/Henry Samueli School of Engineering	
7	Funding to hire one Transfer Peer Academic Advisor to assist with transfer students during advising sessions and workshops geared toward the population of transfer students.	\$5,000 (perm)
	Student Affairs/Auxiliaries/Student Media/KUCI	
8	Cost of replacing 15-year old Emergency Alert System (EAS) receiver/decoder.	\$3,000 (temp)

Rank	Proposed Allocations	Recommended Funding
	Academic Affairs/Graduate Division	
9	0.5 FTE Assistant Graduate Counselor (if funded, the remaining 0.5 FTE will be provided by Graduate Division), with an MSW degree, to run programs addressing pressing student mental health issues through the integration of academic and counseling services.	\$33,000 (perm)
	Student Affairs/SOAR	
10	Funds to augment annual support of \$54,212 for Dreamer Coordinator position previously provided via recommendation from SFAC. The starting salary for the new hire was higher than the original amount of funding provided.	\$3,301 (perm)
	Academic Affairs/Graduate Division	
11	Funding to support materials (e.g. "signs of distress" folders, marketing materials, travel reimbursement funds) for the Graduate Wellness Ambassador Program.	\$3,800 (perm) of \$5,000 request
	Academic Affairs/School of Physical Sciences	
12	Funding to support three-year subscription for Website Alive managing an online chat option for students to communicate with the school's Student Affairs office and PAA. Served more than 528 unique students during more than 1,000 chats during the pilot program.	\$1,440 (temp)
	Student Affairs/WHC/Ctr for Student Health & Wellness	
13	Funding to support nutrition programming and services provided by the Registered Dietary Nutritionist funded in 2015-16.	\$1,000 (perm)
	TOTAL PERMANENT RECOMMENDATIONS	\$252,593
	TOTAL TEMPORARY RECOMMENDATIONS	\$4,440
	TOTAL RECOMMENDATIONS	\$257,033

The recommended funding amounts do not include the cost of benefits as the campus's past practice has been to provide funding for benefits from central campus resources.

Recommendations for Campus Support

During the review of the 2017-2018 budget submissions, including in-person meetings with several student services departments, it became very apparent to the committee there have been several underfunded departments that provide essential services and support to the UCI student body and the committee believes these essential services should be funded through budget processes outside of budget recommendations made via the SFAC.

The committee defines "essential services" as: services supporting the on-going basic needs of student life on campus, a healthy campus climate and services that are critical to student success; services supporting specific minority, marginalized and at-risk communities and identity groups; services providing necessary health needs; and services that are necessary for the completion of many students' degrees. The principles for providing essential services should include: addressing the needs of underserved, at-risk, marginalized groups; empowering students; providing support to students to help them be successful beyond basic survival so that they can thrive and efficiently complete their degree; and funding the professional/leadership staff necessary to implement sustainable services and programming for the enhancement of these student groups. Please see Attachment 1 for the committee's statement on funding for essential services.

The SFAC would like to highlight nine budget requests it believes the campus should support independently of SFAC-recommended funding; these are listed below in order of highest priority and budget requests that have also been made by their reporting organizations are noted.

Table 2: 2017-2018 Recommendations for Campus Support

Rank	Proposed Allocations	Recommended Funding
1	Student Affairs/Student Life & Leadership/Women’s Hub: 1.0 FTE MSP I/Center Director overseeing all W-Hub operations, facilities, staff and program development and strategic planning. This center has space but no permanent FTE funding. The Law School has committed to funding this position for 2018-2019, but the ongoing viability of the Center requires a permanent funding commitment for the Director’s position. Funding for this position has also been requested by Student Affairs in their annual budget request for 2018-2019.	\$69,000, plus benefits (perm)
2	Student Affairs/SOAR: 1.0 FTE SAO IV/Director of FRESH Basic Needs Hub (SOAR food pantry). Funds are essential for this position because of the SOAR coordinator is currently performing the duties of day-to-day operations as well as the Director’s responsibilities. A director is crucial for overseeing overall center operations and providing stable institutionalized leadership on issues of basic needs including food insecurity and housing insecurity; raising the profile of the Basic Needs Hub on the campus; providing ongoing awareness of the needs of this population of students; strategic planning and program development, and securing funding support, including grant funding.	\$59,623, plus benefits (perm)
3	Academic Affairs/OVPTL/Student Success Initiatives (SSI): 1.0 FTE SAO III position servicing at-risk former foster youth on campus using intrusive advising and high-touch academic support; continue outreach to re-engage at-risk students and intervene during circumstances impacting their educational careers. Former foster youth is a growing population of students at UCI, and are generally at higher risk in achieving academic success and many of these students lack the support resources other students may have.	\$55,000, plus benefits (perm)
4	Student Affairs/Wellness, Health and Counseling Services/CARE: 2.0 FTE CARE Advocates to serve as experts and engage in privileged and confidential communications with assault survivors. In 2014, UCOP allocated temporary funds to implement recommendations made by the UC Systemwide Task Force on Sexual Harassment and Sexual Assault. Permanent funds have not been provided. CARE requests permanent funds for two full-time advocates. For campuses the size of UCI, there are generally 2-5 advocates and the one advocate the CARE office has is insufficient to provide services to the growing student population and increased services provided to both the faculty and staff population. Funding for these positions have also been requested by Student Affairs in their annual budget request for 2018-2019.	\$120,000, plus benefits (perm)
5	Student Affairs/Wellness, Health and Counseling Services/AVC Office: 1.0 FTE Clinical Social Worker to reduce staff-to-student ratio from 1:13,339 to approximately 1:8,787 in order to be closer to the ratio at other UCs. This request is supplemental to the campus’s approved	\$78,132, plus benefits (perm)

	multi-year student mental health plan. Increased enrollments have created this additional need beyond what was included in the student mental health plan.	
6	Student Affairs/Student Life & Leadership/Latinx: 1.0 FTE MSP I/ Director overseeing all Latinx operations including facilities, developing program structure, delivering programs and overseeing and supervising student leadership positions. UCI was recently named a Hispanic Serving Institution (HSI). A director position should be established to oversee operations and to develop structure for this new center. Funding for this position has also been requested by Student Affairs in their annual budget request for 2018-2019.	\$69,000, plus benefits (perm)
7	Student Affairs/Wellness, Health and Counseling Services (WHC)/Immunizations: Requesting a subsidy for 25% of total cost.	\$158,388 (perm)
Unranked, but essential	VC Student Affairs/Commencement: funding for two additional commencement ceremonies due to increased student enrollment. Funding for commencement has also been included in Student Affairs 2018-2019 annual budget request.	\$51,200 (perm)
TOTAL		\$660,343

The committee also recommends stronger communication on Student Services Fee-funded budget requests between individual departments and the organizations to which the department's report. The committee had discussions with some departments who did not know their requests were also included in budget requests to the campus.

II. Course Materials and Services Fee (CMSF) Recommendations

In addition to reviewing SSF funding requests, SFAC also convened to review and recommend various CMSF requests from different academic units, listed below.

Table 3: 2017-2018 CMSF Recommendations

Recommended CMSF Requests
Claire Trevor School of the Arts
Studio Art 30A and 30B – Basic Painting I and II: new \$67.00 per quarter/per student fees to cover the costs of consumable materials and raw building materials for students to use in the fabrication project supports the materials used in painting projects. Recommended fee based on actual cost per student.
Studio Art 170 – Advanced Projects: new \$50.00 per quarter/per student fee to cover the cost of consumable materials and supplies used in their projects including: blades, sand disks, drill bits, welding wire, etc. Recommended fee level based on actual cost per student.
Henry Samueli School of Engineering
BME 195 – Fabrication and Prototype: new \$85.00 per quarter/per student fee to support the purchase of consumed components for lab exercises and final project. The recommended fee level was \$18.00 less than the request \$103.00 per student due to the uncertainty of some of the projected costs. After meeting with the SFAC, the department agreed to a revised proposed fee of \$85.00 for 2018-2019. The department will use the 2018-2019 academic year to calculate the actual cost of the project supplies and resubmit a CMSF proposal in 2018-2019 based on actual costs.

The committee remains committed to monitoring CMSF increases in the best interest of the relevant student bodies. For this reason, SFAC strongly values the contributions of student feedback and in-person discussions with school representatives to aid the committee's understanding of the merit behind each CMSF request.

III. Spring 2018 Student Fee Referenda Recommendations

The committee reviewed and provided feedback to Student Affairs and Student Government on the draft language for the proposed Wellness Building, Anteater TV and Measure U student referenda and recommended inclusion of the referenda on the 2018 spring elections ballot.

IV. One-Time Mandatory Registrar's Document Fee

The campus Registrar presented the committee with a proposal to establish a one-time mandatory Document Fee for all first-time, incoming students to replace the current fee-for-service fee. While the committee understood the need for budgetary stability and voted to recommend establishing the fee, the committee would like the campus to reconsider the proposed fee levels of \$170.00 for new incoming undergraduates and \$80.00 for new incoming graduate and professional students, and to possibly reduce the fee levels given the substantial projected year-end balances resulting from the new mandatory fee.

V. Proposed Revisions to SFAC Guidelines

The committee reviewed the current approved SFAC guidelines and recommend the "Composition and Eligibility" section be considered for revision to address the following:

1. **Section 2.1.** Clarify the "slate of candidates" submitted for consideration for appointment to the committee is based on ASUCI and AGS eligibility criteria and internal nomination process. Expand the language on criteria the campus would like to be used when appointing nominees for SFAC membership.
2. **Subsections 2.1.1. and 2.1.3.** Add language to clarify to roles of Academic Senate, Student Affairs and Academic Affairs representatives on the committee.
3. **Subsection 2.1.2.** Change ASUCI "Executive Vice President" to "External Vice President."
4. **Subsection 2.1.4.** Update language to include "Two Budget Office Staff shall serve as non-voting, ex-officio members....."
5. **Section 2.3. -- Subsection 2.3.5.** Consider revising language regarding absences and add language regarding what can be considered excused absences.

VI. SFAC Student Stipends

Based on information the committee has received on student compensation for service on all UC campuses' student fee committees (via SFAC "Best Practices" documents), the SFAC requests the campus consider revising the stipends UCI students receive for their service so the amount is equitable to the level of compensation provided to fellow students at sister campuses. Please see Attachment 2 showing the estimated student stipend levels for each campus's student fee committee.

VII. Moving Forward

SFAC hopes to initiate lasting dialogue, beyond communicating via the committee's Annual Report, with the Provost and EVC, the Budget Office, Student Affairs and campus units requesting SSF funds. Increased dialogue would assist all parties in being better informed of the funding priorities for critical student services needs and for the committee to have a better understanding of the campus budget process and funding decisions. The committee thus encourages the campus administration and all campus student services units to reach out with feedback throughout the academic year in the hopes of partnering with the committee to more effectively address greater student needs.

VIII. Closing Remarks

As the student body continues to grow and its needs diversify, SFAC is committed to its role in identifying student needs, and making SSF recommendations that align with those needs and emerging campus priorities. Yet we are aware that our work is not possible without the support, consultation and collaboration of the campus leadership, and we therefore urge executive administration to continue their encouragement of SFAC and its charge.

Thank you for giving us the opportunity to serve our student body and UCI campus in this way.

In Solidarity,

2017-2018 UC Irvine Student Fee Advisory Committee

Attachments