Student Fee Advisory Committee
January 25, 2019
Meeting Minutes

Present: Auzzsa Eaton, Connor Strobel, Bryan Vo (proxy for Travis Abshire), Judy Zhu, Marcelle Hayashida, Teresa Gaspar, Annie Le, Dashay Richmond. Gabrielle Escobedo, Michelle Chan, Taariq Elmahadi

Absent: Sanjanaa Ellur, Amy Shine

Staff: Karen Mizumoto, Laura Curran

1. Meeting called to order at 1:19 pm.

2. Laura Curran, Analyst in P&B will provide SFAC support. Introductions of students and staff.

3. Minutes of January 11, 2019 minutes reviewed and approved with revisions. Karen will send out revised minutes.

4. Discussion of Revisions to SFAC Guidelines as follows:
    a. 2.1.2 – Remove "seniors will be replaced on graduation." Change to "Members will be replaced upon graduation."
    b. 2.2.2 – Add 'supermajority.'
    c. 2.3.2 – Add "Stipends shall be reviewed at request of Committee."
    d. 3.3.4 Remove "the" from "Periodically SFAC will provide the campus media…."
    e. 3.7.2 – Add "when agreed upon by simple majority vote." to, "A speakers' list will be added when necessary….."
    f. 3.7.3 – Add "For all simple majority votes, a tie will be considered as non-passing."
    g. 4.1. -- Noted plan for more communication with department heads. Also add a paragraph to include Committee Guidelines revision language: "By end of week 10, Fall Quarter completion, Committee will review, amend as necessary, and approve Guidelines with approval by vote of supermajority of Committee members."
    h. Replace "his/her" with "they/them/theirs" throughout guidelines when pronouns used generically.
    i. Karen will send out final revisions.
    j. Auzzsa will create a Doodle poll for a vote on the final guideline revisions. Members must vote by Thursday, January 31, 2019, 8:00 pm.

5. Taariq Elmahadi Updated the Committee on the ETIAC academic unit proposals for eTech funds.
    a. Education requested an interactive classroom for undergraduate in 2017-18; it was not funded due to the limited use of the space for undergraduates (about 16 hours per week). Education did receive funding in 2015-16 and 2016-17 for

classrooms converted to smart classrooms. Current request for Education 2001 classroom upgrade likely will not be fully funded, if funded at all, due to a large amount of time it is being used for other purposes (non-undergraduate usage including masters' classes); SoE may be open to a cost sharing proposal, which reflects the % of usage by undergraduates.

b. School of Education is also requesting a stand-alone scanning station, and there is some concern that there is a high % of non-undergraduate usage, and it is a duplicated resource in other areas on campus including the Library. A prior similar request was approved; however, there were concerns because of the difficulty/inability to track undergraduate resources. *[Per clarification provided by Sarkis Daglian (OIT staff): "No funding in the past. Last year there was a 3D printing ask, but Engineering has one available already. The current prevailing thought is that there are plenty of scanners available to undergraduate students on campus. I am still waiting to hear from Mark W. on more. The flip argument is, it's not a huge ask."]*

c. Education also requests for a WeVideo software license. Will likely be recommended for approval.

d. School of Arts requesting an Adobe Cloud subscription. Will likely be approved.

e. Biological Sciences – Requests Steinhaus Hall smart classroom upgrades for 237 and 239 with high number of undergraduate students taking courses (approximately 3,000 students); to be recommended. Proposal also includes upgrades for Steinhaus Hall 166 and 240 which has fewer undergraduate courses utilizing the rooms (~ 1x/week). The proposals for 166 and 240 will not likely be recommended for funding.

f. MatLab licensing proposal from ICS/Engineering – Will likely be approved for recommendation. OIT is looking into a 5-year pricing agreement, since this proposal is generally submitted each year and will give the campus the ability to lock in a multi-year rate.

g. School of Humanities: Adobe Cloud subscription; similar to Arts. Will likely be approved.

h. School of Humanities: 21.5" Mac replacements. Question as extent to which general undergraduate population (not just students in Humanities) use these computers. Utilization is being researched.

i. Libraries – Langson Library – proposal for improvement of Wifi access, multiple floors. Will be recommended for approval.

j. Science Library - proposal for improvement of Wifi access, multiple floors. There is a likelihood to be approved over several years (including this year) based on need by floor. *[Per clarification provided by Sarkis Daglian (OIT staff): ".....I reached out to the Library and asked them to prioritize and they did in that order. Langson was communicated as the priority. This doesn't necessarily mean that Science Library improvements are not going to be funded this year perhaps through the network improvements portion of eTech (rather through the academic unit proposals portion of eTech)].*

k. OVPTL – DTI Student Technology consultants. The campus is migrating from EEE to Canvas, and proposal will provide funds to hire students with support for the Canvas transition. This request may be more appropriately funded from the course management portion of the eTech budget rather than by the academic unit request budget and will likely be withdrawn from consideration for eTech funding. *[Per clarification provided by Sarkis Daglian (OIT staff): "…..Given the needs of Canvas this ask will likely be funded but I think it is better suited for the core portion [of eTech] rather than the academic unit proposals.]**

l. School of Physical Sciences, Chemistry Dept. Software purchase request. Chemistry looking into 5-year price quote. The school is willing to provide a dollar for dollar match. *[Per clarification provided by Sarkis Daglian (OIT staff)*: *"Chemdraw's percentage of cost share is pretty low. It's mostly eTech funded. It's maybe 80/20 OIT slanted at most. But it's a proposal we've historically approved given the population size who use it.]**

m. The next ETIAC meeting will be on February 25, 2019. Any questions or comments on the academic unit proposal should be forwarded to Taariq, Auzzsa or Karen prior to the meeting.

   *Clarification provided by OIT.

6. Forums & Applications
    a. SFAC will provide more feedback to applicants whose proposals were not accepted to explain why proposals were accepted or denied.
    b. Send questions to Auzzsa that you would like to have considered by January 30, 2019.
    c. Karen recommended more information on the process be discussed with coordinating points during fall meetings.
    d. There was extensive interest from units in receiving input from SFAC at beginning of the application process about what the committee is looking for this cycle and what was funded in the last cycle. If some units had known what types of requests other units were making and for which they received funding, they might have included these in their requests this year (e.g., reading programs for children, transfer PAA for Engineering students.)

7. Meeting adjourned.