

# Student Fee Advisory Committee

November 6, 2020

Meeting Minutes

Present: Connor Strobel, Ashkuor Abdulkader, Joseph Acevedo, Sarah Alkhatib, Isabella Blake, Alan Doig, Darlene Esparza, Amihai Glazer, Andrew Hallak, Chico Hill, Brionna Martinez, “Angel” Hsiao-Yun Tsui, Wiley Wilson

Absent: Nisha Sandhu

Staff: Katherine Warnke-Carpenter, Karen Mizumoto

1. Meeting called to order.
2. Introductions.
3. SFAC Overview and General Timeline.
  - a. Connor provided an overview of the committee’s purpose and a general timeline for the committee’s annual agenda.
  - b. Recommendations made to the Provost and campus leadership are voted on by students (only students are voting members), but staff and faculty provide needed advice and perspectives about what is going on around campus from the administrative and academic side.
  - c. Committee jurisdiction: the committee makes recommendations to the Provost on certain fees; the committee does not make recommendations on all student fees, but does provide input and perspective on:
    - i. Student Services Fee (SSF): the umbrella systemwide fee charged to all students that provides funds for services that enhance the university experience but are not necessarily essential features of the university (e.g., instruction, institutional activities, statutory/mandated services). The committee does not allocate all of the SSF revenue, but has the opportunity to provide recommendations on about \$250,000 in new revenue on top of the cumulative funds recommended over past years. Systemwide, about \$331M in SSF revenue has gone towards operations.
    - ii. Course Materials and Services Fee (CMSF): supplemental fees that are for specific courses. The CMSF are additional fees that are paid to fund unique materials, supplies and/or activities that enhance the regular instruction for a specific course.
    - iii. Draft ballot language: the committee reviews ballot language for possible initiatives that will be on the student ballot, e.g., the Wellness Building, increases to Student Government fees, newspaper, etc.

- iv. The SFAC is the only student fee group that has the opportunity to say how SSF should be used on the campus/where student dollars should be spent. The committee has been successful in being able to make recommendations that are taken very seriously by the Provost.
- d. Challenges for allocating new SSF funds
  - i. The challenge to determine what student priorities are, what services are most helpful to students
  - ii. The wide variety of programs and services that are funded by student fees (e.g., health services, Latinx and other resource centers, etc.) that help the student population in different ways.
- e. Systemwide Council on Student Fees (CSF)
  - i. The systemwide student fee committee that all campus SFAC chairs and vice chairs sit on; the CSF meets once a quarter.
  - ii. Campus SFACs can learn how other campus deal with varying situations and topics and best practices at each campus.
  - iii. The CSF also issues standing policies that guide the campus SFAC.
- f. Connor provided an overview of the duties of the chair and vice chair.
- g. Things to think about for 2020-21
  - i. COVID-19: many units with SSF are adapting to COVID-19 situation and the virtual environment.
  - ii. SSF-funded units are going through a shift
    - 1. Last year, the committee receive the fewest budget proposals. This may have been due to the economy being better; however, this year they may see cuts of 5-15% and there will be a lot more constraints on services provided to students.
  - iii. When recommending how fee revenue should be used, it will be for 2021-22; however, the economic impact from COVID-19 will be longer term. There will be a decrease in enrollments, budget cuts, increased costs, and changing student needs.
  - iv. When budget proposal are reviewed, the committee will need to consider both short and long-term implications.
- h. General calendar and committee workload
  - i. The committee will not meet more than once a week.
  - ii. Beginning (fall quarter) will be slower and will mostly be for orientation and administrative activities gearing up to the major activities of the committee.
  - iii. Winter quarter:
    - 1. Forums with SSF-funded units: the forums will give the committee an opportunity to review the budget request process and get feedback from units on the process and to communicate priorities to units to help them draft their proposals. The forums will also

help the committee to make sense of COVID-19 restrictions, COVID-19 related needs, existing needs, and how COVID-19 issues may inform how the committee prioritizes and evaluates budget proposals.

2. Review and make recommendations to Provost on CMSF proposals.
3. Review draft referendum language.
4. Review budget proposals.

iv. Spring quarter:

1. Continue reviewing budget proposals.
2. Finalize recommendations.
3. Chair and vice chair will draft annual report; committee will review and finalize report for submission to the Provost.

4. Vice chair elections

- a. Sarah Alkhatib has been elected to serve as vice chair.

5. Meeting adjourned.