

Student Fee Advisory Committee

November 13, 2020

Meeting Minutes

Present: Connor Strobel, Joseph Acevedo, Isabella Blake, Darlene Esparza, Amihai Glazer, Andrew Hallak, Brionna Martinez, “Angel” Hsiao-Yun Tsui, Chico Hill

Absent: Ashkuor Abdulkader, Sarah Alkhatib, Alan Doig, Nisha Sandhu, Wiley Wilson

Staff: Katherine Warnke-Carpenter, Karen Mizumoto

1. Meeting called to order.
2. Minutes from 11/6/20 meeting approved.
3. Reviewed the timeline and composition of the Program Operating Reports call and the Operating Budget call.
 - a. Connor and Karen provided an overview of the general timeline. Program Operating Reports call went out first and was due in January last year. The Operating Budget call went out later and was due in February last year.
 - b. Questions posed to the committee for discussion regarding submission timeline:
 - i. Keep submissions separate like last year; or
 - ii. Have submissions done together as in prior years.
 - c. Karen provided historical reasoning:
 - i. Everybody who received funding needs to submit an Operating Report but not everybody is making an Operating Budget request this year.
 - d. None of the committee members requested to change the timelines for submission.
 - e. Keeping the submission timelines separate, as last year.
4. Things to think about for 2020-21 Operating Budget submissions.
 - a. Connor reviewed some things commonly seen on the Operating Budget submissions and questions to ask during review
 - i. Requests can be for temporary or permanent funding.
 - ii. This varies depending on whether it is for an FTE or programmatic funding is being requested.
 - iii. Attempt is to get a representative view of what is going on with on-campus needs. An example of this is faculty, staff and students are feeling more social isolation, but the Counseling Center is seeing fewer people.

- iv. What is the better or best use of limited funds?
 - v. SFAC is not a fund subject to budget cuts.
 - vi. A request may be worthwhile but does the unit really need funds from the SFAC (i.e. grant funding ran out)?
 - vii. Is the population under-resourced historically?
 - viii. Sometimes things are funded long-term, continually by SFAC. Pay raises can be tricky.
- b. Connor displayed the SFAC budget submissions (can be found in the SFAC Dropbox):
- i. In addition to the narrative, written application, SFAC will receive an Excel spreadsheet or Google sheet.
 - ii. Applications are quite long. They will include background and justifications: student surveys, finances, etc.
 - iii. Committee asks units for top priorities – why are they having trouble funding.
 - iv. How to measure impact of the funding?
 - v. Sometimes you will see different units doing/building/asking for similar things...sometimes SFAC facilitates communication in this regard.
- c. Three guiding principles in reviewing the submissions:
- i. How impactful will program or position be?
 - ii. Financial standing of the Unit.
 - iii. Why SFAC?
- d. Review requests funded in the past and past submissions. The Annual Report has all the allocations (can be found in the SFAC Dropbox).
- e. Committee discussed and came up with broad categories and focused priorities for the year. Previously there were sub-committees. Request made to the committee to add/swap. Motion made to keep the same as last year:
- i. Health & Wellness
 - ii. Career & Professional Development
 - iii. Academic Engagement
 - iv. Campus Climate
 - v. Student Life
5. Question from the committee: Should we be concerned with how something will be implemented?
6. No further questions.
7. Meeting adjourned.