**Student Fee Advisory Committee**

**Meeting Agenda**

**November 8th, 2022**

**1-2:30pm**

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Zoom: <https://ucsc.zoom.us/j/92931698088?pwd=d3VGMkFidWlDc0l6cFp6bHVJZk4ydz09>

1. Welcome & Check-In
	1. c Check-In Prompt:
		1. Name, Space, Year, Pronouns and Major(if comfortable/applicable)
		2. What is your favorite snack or meal during the Autumn Season?
2. Approval of Agenda and [SFAC\_Minutes\_103122](https://docs.google.com/document/d/1vcCMwEKbLOD-qiMHrBdc6ld8KHiWfknNZqAmugUnfz4/edit?usp=share_link)
	1. Bara motions to approve the agenda. Andy seconds the motion. No objections.
	2. Flora motions to approve the minutes. Liz seconds the motion. No objections.
3. Announcements & Updates
	1. Orientation meeting upcoming
		1. [2020 Orientation Video](https://drive.google.com/file/d/1bTDWd-DVdmi24TTIVCHCLJlqCXcIlJ__/view?usp=sharing)
	2. Resources
		1. Charge Letter
		2. [SFAC Handbook & Bylaws](https://drive.google.com/file/d/1xQXRXe-JLi37dsjVuMTKbirvP3VIHP3m/view?usp=sharing)
		3. [SFAC Google Drive](https://drive.google.com/drive/u/0/folders/0ABUg3XoO_6LbUk9PVA)
		4. [SFAC website](https://sfac.ucsc.edu/)
	3. Member updates
		1. New meeting time and duration
		2. Welcome to new members Tanisha, Gabrielle, Katie, and Jhertau!
		3. New meeting time
		4. SFAC orientation
			1. Fill out the [doodle poll](https://doodle.com/meeting/participate/id/eE8P7Zgd) as soon as possible
4. Before we resume last weeks work how do we want to incorporate an addition section on mental health to the application
	1. [EMH Funding Application](https://docs.google.com/document/d/1axAKe9VHD3KuWz4fBYrEMeA9_is_aopK3RLe-b-sG7A/edit?usp=share_link)
	2. Suggestion to include a mental health section to the application and thus allocate mental health funds from the responses we get there. Thus it would be an optional section to those who select mental health. How do y’all feel about that?
		1. (Once we make this preliminary decision, we can work on brainstorming what we want to ask and how we want to ask questions. We wont work on this till next week)
	3. Discussion about options: build into regular application process with specific fund source question and evaluate similar to how all proposals are evaluated, or completely separate application and embed application and rubric used during original EMH call.
	4. Based on conversation during the meeting, the group is leaning toward having one application process.
		1. Discussion regarding the pros and cons of different formats.
		2. Andy asks folks to consider further and we will discuss next week.
5. Resume Qualtrics activity in breakout rooms
	* 1. [2022-2023 SFAC Proposal Application](https://docs.google.com/document/d/10iVqLiW6BcJHv5xswurHNuHbJZnr6aHy4I_feE-dJgo/edit?usp=drivesdk)
		2. The committee has allocated $710,384 for SSF/M7 funding and $90,000 in EMH funding EMH funding.
		3. Timeline: Finalized by Week 8 and releasing November 21st.
6. Breakout rooms One and Two

*Each group will review the questing under their assigned sections and write them in any other color. The breakout rooms will last 20mins and after we shall return to the main room do discuss suggestions and changes as a group.*

* 1. Room One will focus on making edits to FUNDING and STUDENT IMPACT.
		1. Review and write-in suggestions to the questions and values in these sections.
	2. Room Two will focus on making edits to METHODOLOGY & OUTREACH and BUDGET (15 points) AND OTHER DOCUMENTS.
		1. Link to budget sheet:
		2. Review and write-in suggestions to the questions in these sections.
	3. Lisa shares the updated budget document.
	4. Lisa notes that the committee should specify whether non-standard budget templates should be considered.
		1. Liz notes transparency, verbal and written communication.
		2. Lisa suggests bolding it in the call letter and making it clear in the workshops and application on Qualtrics.
		3. Lisa suggests a discussion about late applications.
		4. Lydia says that she and the co-chairs will edit all areas where the budget document is mentioned.
	5. Liz shares that they reviewed the table and priorities based on what was lacking last year, such as priorities and minimum amount. Prioritize funds to direct student services.
		1. Bara shares that last year there was a question, this time there is a priorities column on the table.
	6. Jhertau shares that last week, Flora talked about methodology and outreach section and splitting up in some ways. Methodology and outreach to two different sections. Encouraging student participation and intended audience. Discuss alluding to funding priorities and asking questions, amking clear about the budget template to everyone.
		1. Flora suggests “implementation” instead of “methodology”.
		2. Flora: Should we consider asking requestors to describe their metrics of success for their proposal, if we don't do so already? How will they know - post event survey, assessment in terms of how it landed for students, evaluative piece. Idea of SFAC being a process what these proposals do moving forward. Full cycle of knowing the impact of a program.
		3. Gabrielle: in Methodology, testimonials are requested.
1. Review and discuss [Memorandum](https://docs.google.com/document/d/1zeK52aZImkuPceT5XjF5ExbM4YfbASD0iGLOaHjgFTA/edit)
	* 1. Determine dates for workshops
2. If time permits: Brainstorm future guests and topics
3. Adjournment