

Student Fee Advisory Committee

Meeting Minutes

October 30, 2017

Present: Suini Torres, Amanda Kazden, Bryna Haugen, Alice Malmberg, Ashley John, Gina Tu, Lucy Rojas, John Steele, Alan Christy, Lisa Bishop, Sabina Wildman, Ian Gregorio, Kiryl Karpiuk

1. Approval Agenda, Minutes, Announcements

a. Approval of agenda

i. Gina motions to amend the agenda to remove the presentation by Jaye Padgett. Ashley seconds the motion. Motion carries by consensus.

ii. Gina motions to approve the agenda. Ashley seconds the motion. Motion carries.

b. Approval of minutes

i. Ashley moves to approve the minutes from 10/23/17 meeting. Gina seconds the motion. Motion passes.

c. Introductions - sweet and salty

2. Vice Provost Jaye Padgett - tabled to future meeting.

3. Review SFAC Charge and By-Laws

a. Charge Letter Ideas

i. Discussion regarding which committee activities happen on an annual basis annual (funding call, review of proposed campus based fees, consultation around fees, summer fees, facility projects, etc).

ii. Other suggestions for committee: review of units that are receiving student services fees.

iii. Act as consultative body for various campus units.

iv. Update language in charge letter to reflect current alignment (to Student Success Division).

v. Three bullet points that explain the purpose of the committee - can we expand that?

vi. The charge letter from 2013-2014 mentions taking up suggestions that the committee made in the previous year-end report, such as more educational outreach.

vii. Add in item regarding collaboration with the campus based fees work group mentioned by Lucy.

viii. Continue to operate two sub-committees to engage in internal and external committee activities.

ix. Review units that were previously funded through SFAC funds.

x. Prepare a draft for review at meeting with VP Padgett.

b. By-Laws

- i. Bryna comments that it doesn't look like these need to be amended as there is no mention of where the committee reports.
- ii. Discussion regarding report backs in College senates. Currently, the by-laws call for report backs twice per month, some members are doing report backs.
- iii.No changes to the by-laws.

4. Funding Call - Memo and Application

a. Application and Memo

- i. Gina asks if we are going to publish any sample proposals? Suini responds that the updates we have made to the application questions has clarified further what we are looking for and therefore a sample is not necessary.
- ii. Discussion and edits are made to the memorandum.
- iii.Ashley moves to finalize the funding application. Gina seconds the motion.
- iv. Bryna moves to approve the funding call letter; Sabina seconds the motion. Motion carries.

b. Discussion on providing sample budgets through the application process.

- i. Holifestival sample is a good example for student initiated program. West Fest is another good example of a student program budget.
- ii. Cantu Center budget is good with Plan A & Plan B
- iii.Suggestion that we not publish samples but have a contact to ask for more information or for samples.
- iv. Suggestion: have the student sample be the first link in the letter.

5. Other items

- a. Request to have update on the Seismic 2B project.
- b. External committee communication to SOMeCA - Lucy will send a reminder.
- c. Future discussion topic - how will we get feedback from students about funding proposals?
- d. Future discussion topic - timeline for review of the proposals.

6. Adjournment

- a. Gina motions to adjourn. Sabina seconds the motion. Motion carries.