

Student Fee Advisory Committee  
Meeting Minutes  
October 22, 2018

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Present: Ashley John, Adam Selcov, Regina Gomez, Chase Hayes, Lydia Jenkins-Sleczkowski, Lisa Bishop, Derek, Demarco, Sue Carter, Lucy Rojas, Veronica Mitry, Sue Carter

1. Approval of Agenda, Minutes, Announcements
  - a. Check-In Question: something salty and sweet from the weekend
  - b. Approval of Agenda
    - i. Lydia motion to approved. Adam seconds the motion. Motion carries.
  - c. Approval of Minutes
    - i. Chase motions to approve the minutes. Lydia seconds the motion. Motion carries.
  - d. Announcements
    - i. Lucy shares that the campus elections orientation sessions will be in early November. Please keep an eye on email for the official notice launching the beginning of the elections cycle for Spring 2019.
2. Funding Call
  - a. Ashley provides an overview of the funding request process. Lucy review last year's funding memorandum and application.
  - b. Discussion regarding whether to have a separate student and administrative request process.
  - c. Sue asks how departments are notified about the call? Lucy responds that the primary distribution is to those groups listed on the memorandum, including the
  - d. Veronica asks whether SUGB participates in this process. Lucy responds that SUGB has its own referendum that funds its facility costs; if there are any ideas for collaboration, please share with the committee.
  - e. Kimberly is the Budget Director
    - i. Two letters were issued last Friday by CPEVCs Tromp's office. The first letter relates to Measure 7, which is under the purview of the Student Fee Advisory Council. After Student Affairs Division disbanded many years ago, Measure 7
    - ii. Any Measure 7 balances that exist after
    - iii. How it works: students pay fees throughout the year. There is a projection of what we think revenue will be based on enrollment. The revenue is distributed based on past decisions about permanent budget and the remaining available balance will come to the SFAC for distribution.
    - iv. Measure 7 regular revenue: \$150,000 - \$200,000 per year will likely come to SFAC each year for distribution.
    - v. SSF: this year, the campus projects to collect \$19 million in SSF, \$17 million is permanently assigned through permanent budgets. The remaining \$2 million is allocated for facility projects such as the Kresge project and \$500,000 has been assigned to SFAC this year.
    - vi. Discussion regarding the

- vii. Adam asks Kimberly for how to approach the funding call. Kimberly suggests establishing the principles, what you want to fund,
  - viii. Kimberly suggests a 10-15% reserve is a prudent budget practice. There should also be a balance with trying to spend funds in the year the funds come in so students who pay the fee can benefit.
- f. Discussion
- i. How much is Measure 7? \$51 per student per quarter, no financial aid.
  - ii. Measure 7: \$659,000 + SSF \$500,000
  - iii. Deadlines: multiple deadlines. Ashley says that if we separate calls we could have separate deadlines.
  - iv. Adam suggest that we should have internal structure on having different calls. Adam says that the process for the call can be overwhelming for students and we should consider an alternate process. Adam suggests that we have a separate form. We could have questions like: how do you advertise your events, how many people attend your events, etc. Lucy asks whether there is a good model for funding proposal processes for student organizations.
    - 1. Regina agrees that it could be intimidating to go through this process. Regina reminds the group that last year, we did outreach to SOAR groups and didn't hear back from any with interest in learning more about SFAC.
  - v. Regina says that related to separating funds, it's important to remember that last year, we had a holistic process where all proposals were reviewed together. Lisa agrees. Ashley adds that when we reviewed the proposals last year.
  - vi. Lucy suggests that we could streamline some of the language. Chase suggests that the question about fund source could be confusing. This question could be removed.
  - vii. Sue asks do we need to require the in-person meeting? Discussion regarding the benefits of meeting in person.
  - viii. Suggestion: if we require the meeting, make sure there are links to the office hours and committee members.
  - ix. Ashley asks whether we should set aside a reserve?
    - 1. Kimberly suggested 10-15% reserve
    - 2. Sue asks what was the comparison for last year on what was available and what was asked for? The available funding last year was \$300,000 and the requests totaled about \$1.2 million.
    - 3. Lucy suggests that the committee could designate an amount for the call and leave a buffer. Veronica suggests that we should be more transparent and state the actual amount that is available. Discussion regarding reserve.
  - x. Discussion re: separate calls: Adam restates his suggestion from earlier that we should have separate amounts designated for student proposals. Chase disagrees and says that we shouldn't have a process that discourages groups from making requests. Discussion regarding how to approach this process.
  - xi. asdf

3. Adjournment

- a. Regina makes a motion to adjourn. Lydia seconds the motion. Motion carries.