


Student Fee Advisory Committee
Meeting Minutes
May 6, 2025
Kerr Hall #278 or Zoom
3:00 - 4:30 pm

Present: Marshall, Mel, Trey, Katie, Shirley, Lisa, Lucy, Wahaj, Cheryl


1. Welcome and Introductions
 - a. Members introductions: Name, Pronouns, Year, Major, and Space.
 - b. Order: Cowell, Stevenson, Crown, Merrill, Kresge, Porter, Oakes, RCC, C9, JRL, GSA, GSC, SAB, Provost, SUA, Lisa, Lucy
2. Approval of Agenda & Minutes
 - a. Approval of Agenda and [April 29th Minutes](#)
3. Public Comment
4. Announcements & Updates
 - a. Member Updates
 - i. Lucy shares that there are no member updates. No word back from SCOC about Cowell appointee
 - b. Campus Elections Update (Lucy)
 - i. Lucy shares that elections are open now through May 16th
 - ii. There will be a “voting party” event in Quarry Plaza on May 15th. Would SFAC like to participate? Response is yes. Lucy will put Mel in touch with Eve, student intern who is helping to plan the event.
5. Debrief Records Fee (visit with University Registrar Tchad Sanger)
 - a. Deliberate and make notes for SFAC feedback
 - i. Marshall suggests that because this is a new fee, we can consider adding in some policy and oversight language. For example, if the carry forward gets too large, it should be reviewed again.
 - ii. We appreciate that Tchad said he would be open to coming in to visit with SFAC each year to discuss the fee, receive feedback, etc.
 - iii. Lisa mentions that the approval documentation will include a requirement to submit a financial statement every year.
 - iv. Lisa suggests that future fee increases should also require SFAC
 - v. Lucy will draft a letter based on the feedback received from last meeting and today’s meeting.
 1. The group will review the letter and decide who to address it to at the next meeting.
6. Ensuring accountability in funding call recipients

- a. Make all units submit a revised budget and spending timeline based on the actual amounts we funded them
 - i. Lucy suggests a budget may not be necessary if we have been prescriptive with the award (for example - we allocate funding for two student interns).
 - ii. Marshall says that we need a plan.
- b. Ensure there is a person who knows they got funding going into next year. Continuity is important, as well as succession planning.
- c. Funded units create quarterly progress reports based on where they are in their spending
- d. Permission to use application as a future resource in workshops/consultations
- e. Marshall suggests that it would be important to make our funding letters more comprehensive and ask the fundees to accept their funding with conditions.
- f. Shiley says: it really helps and encourages orgs to use the money and also budget honestly. but if it does ever come down to getting the money back, I believe instead of asking for all the funds back, maybe get a fair percentage back.
- g. Lucy suggests that we can pull spending reports and do an audit.
- h. Strawpoll is positive for this proposal.

7. Discussion on SFAC Appointments/Hiring

- a. Current Charge Letter:  SFAC Charge Letter 2024-2025 (signed).pdf
- b. Recommendation to VC Student Affairs to change to internal SFAC appointments for undergraduate student voting members
 - i. Maybe graduate students if we think we can get grad students to apply.
- c. Discussion regarding inconsistencies in the SCOC process to appoint members; it's impacting our ability to function.
- d. Communication has not been smooth for committee members.
- e. Lisa asks if SFAC can do its own outreach? Response is yes.
- f. Can SFAC have its own appointment process? That's a question for the Vice Chancellor who charges the committee.
- g. Discussion regarding confusion between the college governments, SCOC, and SFAC appointment process.
- h. Lucy suggests that if we pursue this proposal, some additional vetting could be helpful. Consultation with SUA, GSA, College Governments, etc.
- i. Marshall says that most SFACs do not use their Associated Student organization to appoint members.
- j. We would invite someone from SUA to sit on the hiring committee.
- k. Lucy will check in with Akirah about whether she would be open to a proposal.

8. Discussion on Office Hours and Member Engagement

- a. Bylaw Draft:  SFAC Bylaw Changes May 25

9. Funding Call

- a. [Tracking Sheet](#)
- b. Updates

- i. SUA: Proposal to request \$100,000 of carryforward
- c. Deliberations

10. CLOSED SESSION: SFAC Chair/Vice-Chair Elections

11. SFAC Member Survey FY 26

- a. Fill out by 5/16
- b. <https://forms.gle/LZ6Hyz1onSLP5jDb9>

12. Adjournment

Upcoming Guests/Topics:

- 1. Student Fee Summit
 - a. [Google Doc](#)
- 2. Campus Based Fees Review for summer session, FY 26
- 3. Planning for Next Year's Funding Call
 - a. Multiple different pools of money for different initiatives (i.e. money only for programs affecting off campus students, etc.)