

**Student Fee Advisory Committee**  
**Meeting Minutes**  
**October 10, 2023**  
**3:15pm - 4:30pm**  
**Hybrid @Kerr Hall 212**

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Zoom: <https://ucsc.zoom.us/j/91277495102?pwd=QnFmczBTOGIMeXV3akZZcEpzY0h4Zz09>

Present at Meeting: Andy, Marshall, Gabrielle, Mel, Danny, Lauren, Manel, Audrey, Lisa, Diana, Jhertau, Katie, Lucy

1. Welcome and Introductions
  - a. Members introductions: Name, Pronouns, Year, Major, and Space.
  - b. Welcome activity - two truths and a lie.
2. Approval of Agenda and [Minutes](#)
  - a. Mel motions to approve the minutes from June 8th. Jhertau seconds.
  - b. Gabrielle motions to approve the agenda. Mel seconds the motion.
3. Announcements & Updates
  - a. Orientation meeting upcoming
    - i. [2020 Orientation Video](#)
    - ii. We will conduct an orientation as soon as the three college reps are appointed. Lucy has met with Lauren for orientation and will also meet with Daniel later this week.
  - b. Resources
    - i. [Charge Letter](#)
    - ii. [SFAC Handbook & Bylaws](#)
      1. These are in the process of being updated.
    - iii. [SFAC Google Drive](#)
    - iv. [SFAC website](#)
      1. We need photos for the website. Please send Jade photos to update the website.
  - c. Membership updates
    - i. Open positions
      1. Stevenson College Representative
      2. Oakes College Representative
      3. Kresge College Representative
      4. Marshall mentions that SCOC may make appointments next week.
4. Committee operations
  - a. Meeting format - Zoom, in-person, hybrid?

- i. Andy explains that we will continue to have a Zoom option for meetings. It would be very good if folks could be in person during the winter specifically because of the funding call; it makes conversation easier in person.
  - b. Office hours + Drop-in times for when funding call starts
    - i. Members of the committee are expected to hold office hours per the by-laws. This will be important during the funding call.
    - ii. There is a question about the funding process in the past.
- 5. Funding call this year. The following spreadsheet shows the available funding for the year for the funding call.

	19986	20000	20360		
	EMH	SSF	M7	Total	
CFwd Bal		475,599.89	384,095.37	859,695.26	
FY24 EVC/DSAS Allocations	90,115.85	300,000.00	333,191.12	723,306.97	
<b>Total Beg Bal</b>	<b>90,115.85</b>	<b>775,599.89</b>	<b>717,286.49</b>	<b>1,583,002.23</b>	
22/23 Cycle Awards	90,115.85	380,736.66	329,531.49	800,384.00	
Soc-Sci Right Livelihood *	-5,377.27			-5,377.27	FY23 Reimbursement
<b>Projected Ending Balance</b>	<b>84,738.58</b>	<b>380,736.66</b>	<b>329,531.49</b>	<b>795,006.73</b>	

- a. Determine the amount of funds to allocate this year (i.e. do we want to maintain a reserve?)
    - i. The group discusses the pros and cons of a reserve.
  - b. Review funding [call application](#) - tabled to next meeting.
    - i. [Budget Template](#) (thank you Lisa)
  - c. Establish dates for funding call orientations - tabled to next meeting
  - d. Establish timeline for funding call (due date for consultation meetings, application deadline, etc.) - tabled to next meeting
  - e. Review [draft funding call letter](#) to community - tabled to next meeting
- 6. Other Business:
  - a. Review [Timeline](#) - tabled until next meeting
- 7. Adjournment
  - a. Marshall moves to adjourn the meeting. Mel seconds. There are no objections. Meeting adjourned.