

**Student Fee Advisory Committee
Meeting Minutes
October 24, 2023
3:30pm - 4:30pm
Hybrid @Kerr Hall 212**

Present: Andy, Jhertau, Gabrielle, Lisa, Lydia, Lauren, Marshall, Katie, Jade, Mel, Lucy, Myka (Stevenson Rep-elect), Manel, Tanisha, Diana

1. Welcome and Introductions
 - a. Members introductions: Name, Pronouns, Year, Major, and Space.
 - b. Myka is joining us today as the Stevenson Rep-Elect. Myka was appointed by the Stevenson College Government, however, has not been appointed by SCOC.

2. Approval of Agenda and [Minutes](#) (10/17/23)
 - a. Gabrielle motions to approve
 - b. Marshall Seconds
 - c. No objections; motion carries.

3. Announcements & Updates
 - a. [Meeting Timeline](#) (captures our goals for each meeting and prospective topics for meetings)
 - b. [Member Notes](#) (any members who will be absent from a meeting may add topics for discussion, questions, feedback for items on the agenda, etc. in this running document).
 - c. CSF Meeting - November 4th and 5th.
 - i. November 4th meeting will be at the University Center Alumni Room
 - ii. November 5th will be at Humanities 1, Room 202
 - iii. Form for RSVP was due last week.
 - d. Jhertau needs instagram photos and descriptions sent to her email.

4. Funding call this year - last week SFAC voted to include \$639,000 (M7 and SSF) in the funding call + \$84,738 in EMH. **Total funding call will be \$723,738.**

	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	
Total Beg Bal	90,115.85	775,599.89	717,286.49	1,583,002.23	

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
Projected Ending Balance	84,738.58	380,736.66	329,531.49	795,006.73	

- a. Funding [call application](#) - voted on last week
 - i. [Budget Template](#) (thank you Lisa) - voted on last week
- b. Establish dates for funding call orientations.
 - i. Thursday, November 9th, 3 - 4:15 pm (Lucy and Lydia will take lead on this)
 - ii. November 13th or 15th @ 6pm - **committee to decide**
 1. More student focused and hosted.
 2. Mel cannot join the 9th
 3. Gabrielle can only do the 13th
 4. These are all zoom conferences.
 5. These are required conferences
 6. Marshall cannot do Mondays
 7. Katie might not be able to attend wednesday and prefers monday
 8. Monday at 6 would be the best for everyone
 - a. Jhertau motions to approve the funding call orientation dates November 9th, 3 - 4:15 pm and November 13th @ 6 over zoom
 - b. Marshall seconds
 - c. No objections
 9. If people can't make the meetings they will have to schedule meetings directly with SFAC members.
- c. Timeline for funding call (due date for consultation meetings, application deadline, etc.)
 - i. December 4th is the consultation deadline
 - ii. December 22nd is the last university work day before the university is off on break
 1. Lucy suggests moving the deadline to the 20th at 5 pm just incase something goes wrong to troubleshoot
 - a. Jhertau amends the motion for the application deadline to instead be at December 20th at 5 pm
 - b. Marshall seconds
 - c. No objections
- d. Review [draft funding call letter](#) to community
 - i. Need to Vote on this.
 - ii. Updated the process for EMH funding
 - iii. Updated the SFAC application process
 - iv. Need to approve percentages on weighed overview
 - v. Some members felt that there should not be any consultation grade
 - vi. Either omit the overview, create a new section, or break up and apply the weights other places

- vii. A lot of the questions are in the rubric and we could bring some of those data points to our letter
- viii. Question Based rubric is made, but it is not in this letter
- ix. Under the criteria put more descriptions for this criteria that can be implemented in the letter.
- x. Overview and student impact for zoom
- xi. Outreach and funding for in person participants
- xii. Lisa suggests adding an operating budget to the letter as opposed to permanent
- xiii. Andy will make a document that will have the criterias in the grading and we will table this discussion for tuesday
- xiv. Finalize the memorandum next week

5. New Business:

6. Adjournment

- a. **Jhertau motions to adjourn**
- b. **Marshall Seconds**
- c. **No objections**

Upcoming Guests/Topics: