Student Fee Advisory Committee
Meeting Minutes
October 6, 2021

Present: Brynna Downey, Alvin Ho, Andy Huynh, Charlene Proo, Liz Moya, Gloria Qiu, Lisa Bishop, Mathew Sarti, Stephanie Herrera, Vivian Pham

1. Welcome and Introductions
   a. Welcome to the first meeting!
   b. This meeting will be more informational as an introduction to the quarter.
   c. Icebreaker Question: pick a category and name your favorite thing in that category

2. Approval of Agenda and 6/1/2021 Minutes
   a. Alvin motions to approve the agenda, Gloria seconds. Motion passes.
   b. Gloria motions to approve the minutes, Vivian seconds. Motion passes.

3. Announcements & Updates
   a. Debrief from Orientation
      i. Brynna recaps the topics discussed at the Sept 25 orientation event.
   b. Resources
      i. Charge Letter
         1. The charge letter outlines what is to be expected for SFAC throughout the 2021-22 year.
      ii. Compulsory Campus-Based Fees 2021-2022
         1. Thank you Lisa!
         2. This is a resource that explains what each CBF contributes to. It explains the amount, unit, and description of what each fee does.
      iii. SFAC Community Agreements
         1. This document will return during the committee’s discussion-heavy days.
      iv. SFAC Handbook & Bylaws
      v. SFAC Google Drive
      vi. SFAC website
   c. Council of Student Fees (CSF) updates (Charlene)
      i. No updates this week, Charlene will report back next week.
      ii. CSF is the UC-wide body of SFACs who convene quarterly to discuss systemwide updates.
      iii. Please email Charlene if you have any CSF-related questions.
   d. Other announcements
      i. Attendance
1. Please be in contact with Brynna about any absences or when things come up. Things happen!

ii. Hybrid meetings
1. Lucy has located meeting tables with conference equipment to eventually meet outdoors if the committee would like.

iii. SFAC swag
1. Lucy uncovered SFAC pens and reusable straws, currently in Kerr 165.

4. Fall Quarter Operations
a. Elimination of CBF Policy (Lisa Bishop)
   i. There is no existing policy at UCSC for reducing, pausing, or suspending a fee. It has only happened once before, with the Chancellor’s approval.
   ii. Planning and Budget wants to put an actual policy in place, with SFAC’s help, to eliminate or suspend a fee. This would outline how it is initiated and approved. As fees cover salaries, this would need to be a thoughtful policy.
   iii. This process will need to consider requests, alteration needs, approval authority, conditions that need to be met, and exceptions.
   iv. SFAC will help with the initial writing of the policy.
   v. Matthew suggests treating this process like a bill. Lisa notes that this is a very sensitive process, and it may benefit from a more streamlined approach before reaching upper management levels.
      a. Policies need to be clear about the who, what, and approval.
   vi. There is no hurry for this process, but it is something that the university will have in place.

b. Review of Summer Fee Levels (Lisa Bishop)
   i. Summer fee levels are calculated differently and approved by the Chancellor. SFAC approves the levels each year. Any deep dives into this process need to be done in Fall quarter.

c. Funding Call Process - tabled to next meeting
   i. Funding Proposal Values
   ii. Application Questions and Format
   iii. Reserves
   iv. Workshops for Applicants

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<tr>
<th></th>
<th>One-Time Funds (19000)</th>
<th>One-Time Funds (SSF)</th>
<th>One-Time Funds (M7)</th>
<th>Total (all fund sources)</th>
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<td>FY22 Allocation (from Planning and Budget)</td>
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d. Create list of guests to invite

5. Other Business
   a. Slug Support allocation amendment - tabled to next meeting.

6. Adjournment
   a. Charlene motions to adjourn, Matthew seconds. No objections, motion passes.

**Upcoming Guests/Topics:**

- Elimination of CBF Policy (Lisa)
- Equity in Mental Health funding (Lucy)
- Associate Vice Chancellor and Dean of Students Garrett Naiman
- Brian Arao and KZSC request for SFAC to recommend use of seismic and life safety fee reserves for replacing and upgrading fire sprinklers
- DSAS space initiative