

Student Fee Advisory Committee
Meeting Minutes
November 6, 2019

Present: Lydia Jenkins-Sleckzowski, Alexa Chavez, Adam Selcov, Elliot Lewis, Brynna Downey, May Alvarez, Esther Chung, Isaac Karth, Fiona Weigant, Chase Hayes, Lucy Rojas, Lisa Bishop, Sue Carter, Venkatesh Nagubandi

1. Approval of Agenda and October 30th [Minutes](#)
 - a. May moves to approve the agenda; Adam seconds the motion. Motion carries.
 - b. Thank you Adam for taking the October 30th meeting minutes. Elliot moves to approve the minutes; May seconds the motion. Motion carries.

2. Announcements & Updates
 - a. Lydia says that due to next week's planned strike activity, she is proposing that we cancel next week's meeting in case people want to participate in the strike or choose not to cross the picket line.
 - b. Adam shares that SCOC/Alexa reports that there are no applications for the College 10 or Kresge reps yet; please encourage students to apply asap.
 - c. Brynna shares that an open funding call is coming soon for graduate students; please share the information broadly. Grad Lab is the program.

3. University Budget/SSF/M7 Presentation - Lisa
 - a. University Budget Presentation
 - i. Lisa reviews the slide deck with provides a high level summary of the university's budget.
 - ii. Permanent vs. One-Time Funds
 1. Permanent funds are ongoing, part of a unit's "base" budget. Funds on-going activities. Permanent does not mean unchanging (creation or expansion of programs, on-going staffing cost increases).
 2. One-time Funds are expected to be provided for a specific term
 - iii. Lisa explains that UCOP has directed campuses to create policies to address carryforward and deficit balances.
 - iv. Best practices on carryforward funds: 10-15% is a prudent carryforward. Chancellor has authority to reduce or eliminate a fee.
 - b. Questions
 - i. Slide 3: what is meant by "Institutional Support, 5%"?
 - ii. Slide 4: Lisa will provide the current return to aid % for SSF. 6.7%
 - iii. Slide 5: Can referendum be charged STP? How does Athletics combine the two fee amounts?

- iv. Chase asks about what kind of grants SFAC would have purview over? Lisa clarifies that SFAC has purview for SSF and Measure 7. Chase mentions whether SFAC could be involved in housing assistance allocation funds; Lydia suggests this as a future agenda item.

4. Funding Request Practice Exercise

- a. [Basic Needs Proposal Materials](#)
- b. [Rating Work Sheet](#)
- c. The goal of this exercise is to practice using the evaluation metric for funding proposals.
- d. Lydia ask for initial thoughts about the tool and the process.
 - i. Fiona mentions that she is fine with the metric as long as she can adjust her scores as she goes along. Lucy explains that the process will be that all of the proposals will be provided up front and we will cancel two meetings in winter quarter. Everyone will have about three weeks to review and evaluate all of the proposals prior to the deliberation process.
 - ii. Adam suggests that everyone use the comments section to make notes about questions, comments, things that they want to bring up in discussion. Isaac reminds the group that you can right click on a cell and make a comment.
 - iii. Alexa suggests that we add a column to note a recommended funding amount. Lydia says that we discussed last week adding a comment for suggested amount of allocation.
- e. Lydia asks how members are feeling about the funding proposal workshops.
 - i. Brynna asks whether we should give feedback on writing quality? Lydia says that typically we give feedback on content and how well the aspects of the evaluation criteria have been addressed. Chase says that we should recommend that authors put good effort in writing a complete proposal.
 - ii. Isaac says that he will approach as though he is evaluating like he would a student essay, he's not grading on spelling but a well written and clear proposal is essential to convey meaning.
 - iii. Lucy reminds the group there is a slide deck that can be used for the workshops.

5. Miscellaneous and Course Fee Committees - Confirm participants

- a. Interested members: Lydia, Brynna, Alexa, Chase
- b. Lydia will advance the names to Lucy Van Doorn

6. Adjournment

- a. Fiona asks about the possibility of seeing a 5 year report on SFAC's activities.
- b. Chase motions to adjourn. Second by May. Motion carries.

Upcoming Guests/Topics:

- November 20th: Chancellor Cindy Larive, 2:00 - 2:45 pm
- December 4th: AVC Jennifer Baszile, Career Success (Briefing on Career Success initiatives and discussion on Career Center services and programs). @ 2pm.

To be confirmed:

- Vote on Summer Campus Based Fees Level