**UCLA Student Fee Advisory Committee Meeting**

**2325 Murphy Hall**

**Tuesday, October 23rd, 2018 from 5:00pm – 7:00pm**

**Present:**

Graduates: Jazz Kiang, Denise Marshall,

Undergraduates: Neemat Abdusemed, Paulina Macias, Christina Wang, Nicole Corona Diaz

Administration: Mike Cohn, Director of SOLE

Deb Geller, Associate Dean of Students and Deputy Title IX Coordinator

Faculty Rep: Karen Rowe, Professor

SFAC Advisor: Marilyn Alkin (Ex-Officio)

**Absent**:

Javier Rodriguez, Graduate Student

Barbara Wilson, UCLA Housing & Hospitality

APB Advisor: Ellen Hermann (Ex-Officio)

1. **Call to Order**
	1. **Jazz Kiang** called the meeting to order at 5:04pm.
2. **Approval of Agenda**
	1. **Jazz Kiang** suggested the agenda be amended so that “Preliminary Preparation for Unit Presentations” could be discussed prior to “Ad-hoc Subcommittees.”
	2. **Christina Wang** moved to approve the agenda as amended. **Paulina Macias** seconded. With no objections, the agenda was approved by consent.
3. **Review of Handouts**
4. **Review and Approve Minutes**
	1. **Paulina Macias** moved to approve the minutes from October 16, 2018. **Denise Marshall** seconded. With no objections, the minutes from October 16, 2018 were approved by consent.
5. **Preliminary Preparation for Unit Presentations**
	1. **Jazz Kiang** suggested SFAC to consider sharing informal guidelines to unit directors for their in-person presentations. **Jazz Kiang** stated that this effort would provide clarity and organization to each presentation. **Neemat Abdusemed** stated that it would be best to request bullet points of what SFAC is looking for to avoid fluff. **Mike Cohn** stated that units should share or define the priorities of the funding proposal and to explain why particular requests were ranked. **Nicole Corona Diaz** asked what types of questions were asked last year. **Christina Wang** stated that it varied from presentation to presentation. **Neemat Abdusemed** stated that SFAC was split into subcommittees, where a group of members would have more expertise on a particular unit. **Deb Geller** stated that standard talking points would be helpful so that SFAC can compare units evenly and for SFAC to inform the units to be available 5-7pm. **Mike Cohn** stated that many of last year’s presentations involved visual slideshows, where presenters typically read off the presentation. **Mike Cohn** stated that he would like to see unit directors engage more with SFAC during their presentation. **Nicole Corona Diaz** asked how the questions would differentiate from the questions requested on the questionnaire. **Jazz Kiang** stated that guidelines might allow for the presentation time to be used for items of most interest to SFAC. **Jazz Kiang** added that the presentation could elaborate on context and circumstances that may not be adequately discussed in the written submission. **Neemat Abdusemed** stated that SFAC might develop questions that would alleviate asking units for clarification. **Karen Rowe** suggested a question regarding hypothetical budget cutbacks and asking the units to discuss how they could downsize without losing the core mission of their student services. **Deb Geller** further developed this question stating that if SFAC is not able to continue supporting programs previously supported, how can units respond without impacting the organizations core mission? **Deb Geller** stated that when discussing reductions, it is important to focus on reductions of the amount of temporary SSF funds that will be allocated, rather than suggesting permanent budgets will be cut.
	2. **Nicole Corona Diaz** stated that in regards to permanent funds, she is interested in how the use of that has changed over the years and if some services are outdated. **Nicole Corona Diaz** stated that in the trend report Athletics has changed what the permanent funds were spent on. **Jazz Kiang** referenced Athletics’ SSF Actual Trend Report and pointed out that Athletics has spent funds on compensation in previous years and seems to have begun moving their expenses to different categories. **Jazz Kiang** stated there might be some SSF-funded units who present that are not looking to request temporary SSF funds; and although unlikely, some units that are requesting temporary SSF funds but might have not been allocated SSF funds in the previous year. **Karen Rowe** stated that units should address SFAC’s concern regarding duplication of services with regard to services that target specific populations of students. **Jazz Kiang** agreed that some units might have services that target particular student populations, which may be something SFAC would like to hear about.
	3. **Jazz Kiang** stated that APB informed him that the library would like to have the opportunity to submit a request for SSF funds. **Jazz Kiang** referenced the SSF guidelines, which states that university libraries should not receive SSF funds. **Denise Marshall** stated that she believes other student services needs are of more interest than this. **Deb Geller** stated that the library should be sent a copy of the SSF guidelines, with a note saying that they typically do not receive SSF funds. **Deb Geller** added that the library should be given the chance to submit a request, as it may be value added even if it is not the core service. **Karen Rowe** stated the library is considered a central academic area and she believes that any request would not be appropriate. **Jazz Kiang** pointed out that according to the SSF guidelines, entities such as the University Library, Intercollegiate Athletics, and International Student Programs should not receive SSF funds. **Mike Cohn** stated that he would also refer the library to the guidelines, for them to submit information on why they should be considered, and state how they are not fully an academic entity. **Marilyn Alkin** stated that Intercollegiate Athletics and International Student Programs were grandfathered in, which is why they are considered for SSF funds at UCLA. **Neemat Abdusemed** stated that presenting a proposal is the wise thing to do, even though she would prefer not to see the request, as UCLA should be taking care of that area. **Karen Rowe** agreed and suggested that the SSF guidelines are presented system-wide and is a UC policy. **Nicole Corona Diaz** also agreed, but would like for them to explain themselves although they should not be coming to SFAC. **Christina Wang** stated that last year’s SFAC did not fund any 2019-2020 requests and should not consider brand new requests from an academic entity. **Neemat Abdusemed** stated that the library could submit a request and that SFAC could make a stance in regards to their response and display why the request has been denied.
	4. **Jazz Kiang** asked the committee to vote on this discussion and presented two options:
		1. Option 1: Giving the library the opportunity to provide rationale and send additional information (3 in favor).
		2. Option 2: Discourage the library from sending a request for SSF funds because of the SSF guidelines (5 in favor).
		3. 1 abstention: (3-5-1).
		4. **Jazz Kiang** stated that he will respond to the library with language that conveys Option 2.
6. **Ad-hoc Subcommittees**
	1. **Jazz Kiang** stated he sent via email an update of the subcommittee groups and figured it would be best to group units as they’re organizationally situated. **Jazz Kiang** also stated that he would like for the committee to begin working on the ad-hoc committees. The ad-hoc committee for review of SFAC’s governing documents comprised of **Mike Cohn, Deb Geller, Neemat Abdusemed, Christina Wang,** and **Karen Rowe**. The ad-hoc committee for review of the SSF level comprised of **Nicole Corona Diaz** and **Paulina Macias**. The ad-hoc committee for review of student services compensation committee was comprised of **Denise Marshall** and **Deb Geller**.
	2. **Karen Rowe** asked what were the intervening entities to which would make a case to increase the SSF level. **Jazz Kiang** stated that SFAC should take advantage of all available opportunities, including CSF, and to see where the student government folks think about this subject. **Jazz Kiang** also stated that it would be disappointing if SFAC were to give up on discussing this matter before an impact can be made. **Nicole Corona Diaz** stated that SFAC should discuss this topic and be informed prior to passing it to leadership elsewhere. **Denise Marshall** stated that SFAC should educate and inform the student governments of what could potentially happen with student services in relation to the SSF level. **Jazz Kiang** stated that SFAC has the expertise to be able to write a nuanced opinion on the matter.
	3. The ad-hoc subcommittee proceeded to work until 6:30pm. **Jazz Kiang** stated that he will continue to schedule some time during the next meetings for ad-hoc subcommittee work to occur, but members should find time outside of the regular meeting as well.
7. **Announcements**
8. **Adjournment**
	1. **Neemat Abdusemed** moved to adjourn the meeting. **Christina Wang** seconded. With no objections, **Jazz Kiang** adjourned the meeting at 6:44pm.