STUDENT FEE ADVISORY COMMITTEE MEETING

2121 Murphy Hall

Tuesday, May 17, 2016

**Attendees Present:**

**Graduates:** **Manpreet Dhillon, Erik Peña (Chair), Nicole Robinson, and**

**Undergraduates: Ashraf Beshay, Moneel Chand, Alexia Gonzalez, and Angela Yip**

**Administration: John Bollard, ASHE Student Health Center**

**Maureen Wadleigh, Associate Director, CRA**

**Advisor: Marilyn Alkin**

**Mark Ramseyer, Academic Planning and Budget (Ex-Officio)**

**Rebecca Lee-Garcia, Academic Planning and Budget (Ex-Officio)**

**Absent: Thomas Vondriska, Associate Professor**

**Nancy Greenstein, Director of Police Community Services**

 **Theresa Stewart (Grad Rep)**

**Call to Order:**

The meeting was called to order at 4:08 p.m.

1. **Approval of Agenda**
	* 1. A motion was made by ***Maureen Wadleigh*** and seconded by ***John Bollard*** to approve the agenda. The vote passes unanimously.
2. **Review of Handouts**
	* 1. Course materials fee
		2. ECE funding request
		3. Meeting minutes from 5/10/16
3. **Review of Minutes**
	* 1. A motion was made by ***Maureen Wadleigh*** and seconded by ***Ashraf Beshay*** to approve the 5/10/16 minutes. The vote passes with 6 to approve and 1 abstention.
4. **Nomination of Chair 2016-2017**
	* 1. ***Erik Peña*** opened the floor for nominations.
		2. ***Maureen Wadleigh*** nominated ***Ashraf Beshay*** and was seconded by ***Manpreet Dhillon***.
			1. ***Ashraf Beshay*** accepted the nomination.
		3. ***Maureen Wadleigh*** nominated ***Manpreet Dhillon*** and ***Moneel Chand***, and was seconded by ***John Bollard.***
			1. ***Manpreet Dhillon*** and ***Moneel Chand*** accepted the nominations.
5. **Recommendation letter format**
	* 1. ***Erik Peña*** explained that each subcommittee will submit one Word document which will include their unit’s funding requests with justifications for the decisions made for each funding request. The deadline to submit to the chair will be Monday by 5pm.

**Enter EXECUTIVE SESSION**

***Ashraf Beshay*** moved and was seconded by ***Manpreet Dhillon*** to enter Executive Session. The vote passed unanimously.

**Exit EXECUTIVE SESSION**

***Ashraf Beshay*** moved and was seconded by ***Angela Yip*** to exit Executive Session. The vote passed unanimously.

***John Bollard*** moved and seconded by ***Nicole Robinson*** to accept all votes approved regarding budget decisions in Executive Session. Vote passes unanimously.

1. **Course Materials Fee- Civic Engagement 50SL: Engaging Los Angeles**
	* 1. ***Rebecca Lee-Garcia*** shared that the student interest is increasing for this service learning course and currently have 80 students participate per quarter and moving into their fourth quarter. The fee would cover transportation costs for students to get to their service locations. Based on the survey, they only received 3 responses from students. ***Ashraf Beshay*** was concerned that the request wanted to apply the fee for spring 2016 but if approved by SFAC, would start fall 2016.
			1. ***Manpreet Dhillon*** moved, seconded by ***Moneel Chand*** to approve the course materials fee for fall 2016.
2. **Announcements**
	* 1. ***Erik Peña*** and ***Ashraf Beshay*** will be attending the CSF meeting in San Francisco this week.
			1. ***Moneel Chand*** asked what they are hoping to get out of it. ***Erik Peña*** shared they hope to wrap up the 3 campaigns (outreach, best practices of SFACs, and taxes).
		2. ***Erik Peña*** also stated that each member create their letter and justifications by Monday at 5pm.
		3. ***Manpreet Dhillon*** requested the hard copy of the rubrics for the unit reviews in order to scan them.
		4. ***Rebecca Lee-Garcia*** also shared that based off of SFAC’s recommendation, the Community Housing Office decided to close their office which provides funding back to SFAC’s permanent budget.
3. **Adjournment**
	* 1. A motion was made by ***Alexia Gonzalez*** and seconded by ***Moneel Chand*** to adjourn the meeting. This vote was unanimous.
		2. Meeting was adjourned at 5:29 p.m.