STUDENT FEE ADVISORY COMMITTEE MEETING

2121 Murphy Hall

Wednesday, February 03, 2016

**Attendees Present:**

**Graduates:** **Manpreet Dhillon, Erik Peña, Nicole Robinson, and Theresa Stewart**

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

**Faculty: Thomas Vondriska, Associate Professor**

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

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

**Maureen Wadleigh, Associate Director, CRA**

**Advisor: Marilyn Alkin**

**Absent: Rebecca Lee-Garcia (Advisor)**

**Call to Order:**

The meeting was called to order at 10:07 a.m.

1. **Approval of Agenda**
   * 1. A motion was made by ***Ashraf Beshay*** and seconded by ***Alexia Gonzalez*** to approve the agenda. The vote passes unanimously.
2. **Review of Handouts**
   * 1. Meeting minutes from 1/27/16
     2. OTC, ECE, SOLE, CPO Unit Review
3. **Review of Minutes**
   * 1. A motion was made by ***John Bollard*** and seconded by ***Manpreet Dhillon*** to approve the 1/27/16 minutes. The vote passes with 5 votes. There were 3 votes to abstain.
4. **Food for SFAC Meetings**
   * 1. Students found that due to their class schedules and SFAC meetings occurring consecutively, it was opportunistic to provide food during the SFAC meetings. A motion to provide food at SFAC meetings was made by ***Alexia Gonzalez***, seconded by ***Manpreet Dhillon***. The vote passes unanimously.
5. **Unit Presentation** 
   * 1. **Office Technology Center (OTC)**
     2. Presented by **Mitra Ashtari,** Director OTC
        1. OTC provides critical information technology (IT) infrastructure services for all student affairs departments including monitoring the performance and availability of wireless and office networks, applications, and servers.
        2. Goals include continuing IT consolidation, expanding the capability of hardware for hosted web applications, upgrading department workstations, moving towards paperless document management, and improving and extending the wireless network coverage.
        3. Challenges include hiring additional staff with technical proficiencies and customer service skills as well as addressing funding challenges in regards to workstation upgrades and licensing costs for document management systems.
        4. Questions
           1. ***Thomas Vondriska*** asked if the student’s emails are handled by Gmail. If so, it can be used to track IP addresses and can also be utilized for revenue generation, which can be used for hiring positions.

The student email addresses are handled by Information Technology services. Wireless networks are managed by different departments therefore, collecting the data would be difficult. The revenue generating idea is something that can be discussed with IT services.

* + - * 1. ***Maureen Wadleigh*** asked for the estimated schedule and criteria for workstation replacement.

Departments without sufficient funding, are using workstations that are 6-8yrs old. With older machines, they can’t use the latest browsers and applications that are required for access. OTC assesses computers in each department and anything older than 5yrs old is recommended to be replaced.

* + - * 1. ***Angela Yip*** asked for more information on the new projects and how it impacted their department. She also followed up asking about OTC’s involvement with OrgSync.

B-Fit needed to be connected to the Recreation system to validate which students are using the facilities. OTC was involved with providing specification of how the network is designed, connected, and centralized. OTC is involved with any new buildings of student affairs departments. UCLA is currently using the vendor for OrgSync and based on student feedback SAIT and OTC are creating a new in-house application to include organization registration and fund disbursement on the same system which will be integrated in MyUCLA.

* + 1. **Early Childhood Education (ECE)**
       1. Presented by **Jayanti Tambe**, Executive Director of ECE and **Gerardo Soto**, Center Director.
       2. ECE’s mission is to provide quality child care, support families and share information and resources with the community to make a positive difference in the lives of children, in support of the teaching, research, and community service mission of the university. Of the 340 available child care spaces, 24% is allocated to students. They employ 100 students at the 3 child care centers. 40% of the career teaching staff began work as UCLA students or interns.
       3. Goals include the following: maintain and increase the number of student families served, seek funding from ECE Endowed Child Care Chair Scholarship program, & identify and develop connections with campus departments to support student families.
       4. Challenges include the following: overcoming the barrier of student families not applying to the wait list due to cost and availability, marketing the program for more visibility, increase the number of student families on the wait list, establishing a stable budget, & building and maintenance on repairs.
       5. Questions
          1. ***John Bollard*** asked if the budget of cost per student is consistent with other childcare options with other.

They are a full service which provides diapers and meals which other childcare services do not offer. Infant care is very expensive service that ECE continues to provide. The yearly market studies shows ECE around the middle in terms of cost.

* + - * 1. ***Thomas Vondriska*** asked if ECE were make their services more affordable, if more students could be served. He also asked how ECE is seeking outside funding.

No one is collecting data on students with dependents. ECE only has the number of students on their waiting list. 137 families are on waiting list. ECE would love to serve more student families if they received more funding. ECE applies for CA grants annually and receive about half but have not sought outside funding.

* + - * 1. ***Angela Yip*** asked if 137 from the previous question were student families.

Confirmed 137 out of 400-500.

* + 1. **Student Organizations, Leadership, and Engagement (SOLE)**
       1. **Mike Cohn**, Director of SOLE
       2. SOLE mission statement is empowering students through organization development, fostering leadership and active engagement. SOLE is responsible for registration and advisement of student organizations. UCLA has over 1100 campus organizations and one advisor from SOLE is assigned for advertisement, planning events, conflicts within organization and approve events. An area that has expanded is the leadership development. Bruin Leaders Project is an individual leadership development seminar based on social change model of leadership which has existed for over 12 years. Students take 6 seminars for a certificate. SOLE Leadership workshops are for organization leadership. LeaderShape is in its second year for 60 students for an intensive leadership experience. Oversight and approval of activities on campus and provide org support for expenditure of student funds.
       3. Student role include Bruin Leaders Project in which they facilitate and run workshops, policies, development, and direction. SOLE leadership workshops, work with variety of student groups such as USAC. Day of SOLE occurred for the first time, which was previously the annual resource fair, and had workshops for development and collaboration of student organizations. Students also helped to facilitate this event.
       4. Provided funding for OrgSync platform used for registration and communication. Planning to move away from this platform. Working in-house with SAIT to develop system in next couple of years. Looking towards expanding Day of SOLE, had over 600 student participants. Expansion student leadership, LeaderShape to see if meeting needs of campus community.
       5. Challenges- dealing with busy SAIT department. Balancing which campus departments to involve in leadership development. Day of SOLE occurs at the beginning of fall quarter which is a challenge of small staff and finding ways to run effectively and overcome challenges. Response team development for unscheduled activities from staff and student support.
       6. Questions
          1. ***Angela Yip*** asked how SOLE solicits feedback and evaluates advisors.

There is an annual student affairs evaluation and advisors meet with the director. Feedback is typically provided immediately to advisors. Also, an intake card requests for feedback.

* + - * 1. ***Ashraf Beshay*** asked how many advisors were in SOLE.

7 full-time advisors

* + - * 1. ***Manpreet Dhillon*** asked what is already in place for unscheduled events. She also asked how students receive information to report bias incidents.

SOLE are the first responders and protect free speech and ensuring the activities taking place follow university policies. Typically it is the off-campus folks who violate policy who use their first amendment rights. More students are getting more agitated from those people. SOLE is thinking of ways to develop resilience by providing training to help cope with these situations. DOS provides policies on how to report any bias incidents.

* + - * 1. ***Moneel Chand*** asked what progress has been made with OrgSync and what challenges are experienced with this transition.

Process is being reviewed in what is needed for registration and what the needs are. Challenge with technological demands that the campus wants but is not considered a priority.

* + - * 1. ***Thomas Vondriska*** asked what careers the students who participate in the leadership development

Students take a wide variety of career paths.

* + 1. **Community Programs Office (CPO)**
       1. **Antonio Sandoval**, Director of CPO
       2. CPO cancelled last minute.

1. **Announcements**
   * 1. ***Erik Peña*** shared that next week, SFAC will review the timeline, revise the accountability policy, and discuss budget and merits next week. Group presentations will also start next week. Please send questions and clarifications for any units to ***Erik Peña***.
2. **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 11:26 am.