STUDENT FEE ADVISORY COMMITTEE MEETING

2121 Murphy Hall

Thursday, December 6th, 2012

**Attendees Present:**

Graduates: Meg Babakhanian (Chair), Alison Winje, Randy Mai, MaryTheresa Pendergast

Undergraduates: Darren Ramalho, Jas Kirt, John Joanino, Mallory Valenzuela

Administration: Kathleen Copenhaver, Associate Registrar

Faculty: Kym Faull, Semel Institute professor

Ex-Officio: Sonia Luna, Rebecca Lee-Garcia – Academic Planning and Budget

SFAC Advisor: Marilyn Alkin, Special Assistant – Student Affairs

**Attendees Absent:**

Administration: Nancy Greenstein, Director of Police Community Services

Christine Wilson, Director of the Graduate Student Resource Center

**Call to Order:**

The meeting was called to order at 4:05 p.m.

**Handouts:**

* Draft minutes from November 29th.
* Compensation Review Letter to Chancellor Block
* SFAC Unit Review Rubric
* Student Services Fee Forecast
* Course Materials Fee Requests

**Approval of Agenda:**

* A motion was made by ***Darren Ramalho*** and seconded by ***MaryTheresa Pendergast*** to approve the agenda. This vote was unanimous.

**Review of Minutes:**

* A motion was made by ***John Joanino*** and seconded by ***Darren Ramalho*** to approve the 11/29/2012 minutes as amended. This vote was unanimous.

**\*\*\* The Committee Entered an Executive Session \*\*\***

**\*\*\* The Committee Left the Executive Session \*\*\***

**Compensation Letter Review**

* ***John Joanino*** presented the letter to the Chancellor which recommends that a process be implemented to allow student majority committees to apply for funding if eligible. The committee as a whole reviewed the letter and provided its feedback.
* ***John Joanino*** brought up the question of what makes a committee eligible to receive compensation. ***Kathleen Copenhaver*** brought up the guidelines from last year, and suggested they be included in the letter. He will bring the guidelines and application for committee review to the next SFAC meeting.

**Unit Review Process**

* ***Randy Mai*** presented the latest unit review rubric to the committee, which reviewed the changes as a whole. The document will be implemented when the committee starts to conduct unit reviews next quarter.

**Adjournment:**

* Motion was made by ***Randy Mai*** and seconded by ***Darren Ramalho*** to adjourn the meeting.

Meeting was adjourned at 5:55pm.