STUDENT FEE ADVISORY COMMITTEE MEETING

A-239 Murphy Hall

Wednesday, November 05, 2014

**Attendees Present:**

Graduates: Theresa Stewart (Chair), Erik Peña, Nicole Robinson, Michael Soh

Undergraduates: Moneel Chand, Alexia Gonzalez, Janay Williams, Angela Yip

Faculty: Thomas Vondriska, Associate Professor

Administration: Christine Wilson, Director, GSRC

Maureen Wadleigh, Associate Director, CRA

Nancy Greenstein, Director of Police Community Services

Advisor: Marilyn Alkin

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

**Call to Order:**

The meeting was called to order at 4:02 p.m.

1. **Approval of Agenda**
	* 1. A motion was made by ***Angela Yip*** to approve the 11/05/2014 agenda and seconded by ***Michael Soh***. The vote was unanimous.
2. **Review of Handouts**
	* + 1. Minutes from 10/29/14
			2. Forecast Presentation
			3. Unit Review Letter Draft
3. **Review of Minutes**
	* 1. A motion was made by ***Alexia Gonzalez*** to approve the 10/29/2014 minutes as amended and seconded by ***Angela Yip***. The vote was unanimous.
4. **Glyn Davies Procedures**
	* 1. Glyn Davies is the Associate Vice Chancellor for Academic Planning and Budget. He evaluates current academic programs including the enrollment and fiscal conditions of programs. AVC Davies also oversees the Chancellor’s unallocated resources and ensures the municipal programs are financially sound.
		2. AVC Davies stated that his relation with SFAC is that he can share 37 years of experience, provide input and the latest information on how the Office of the President is working with Sacramento, and share how it will affect SFAC.
		3. AVC Davies provided feedback in regards to the projected changes to the Unit Review process from this year’s SFAC committee, in which all units will need to complete a Unit Review and Funding Request every year.
			1. AVC Davies stated that Strategic Planning used to require this same system. He cautioned that if all units complete self-evaluations every year, it may create a comprehensive description of the unit but lose the magic in the following years’ evaluations and wonders if this benefits SFAC to receive these evaluations every year. This is why sophisticated self-evaluations are on a 3-year cycle in his departments.
			2. AVC Davies suggested that SFAC focus its Unit Review process to the following three questions:
				1. What did the unit request last year?
				2. What did the unit do with the funding from last year and what were the success factors and problems when implementing the projects?
				3. What funding is the unit requesting for next year?
			3. In regards to informing the Chancellor of the change with the process, AVC Davies stated that the Chancellor is interested in the SFAC recommendations. If the Chancellor is interested in the process of Unit Review and how SFAC decides to make the recommendations, AVC Davies will let him know.
		4. In regards to the upcoming Regents Meeting, AVC Davies suggested reading tomorrow’s LA Times newspaper to understand the President’s plan in regards to rational tuition costs and how it may affect the Student Services Fee.
		5. AVC Davies asked about the past CSF meeting in which ***Janay Williams***and***Alexia Gonzalez*** summarized the campaigns regarding the University of California Office of the President (UCOP) tax, data/information acquisition, and the SFAC referendum oversight. AVC Davies was invited by SFAC to attend the winter CSF meeting that will be hosted by UCLA.
		6. AVC Davies provided more context regarding the UCOP tax. Last year, out of the $63 million the Chancellor paid half of the tax and the units contributed the rest. The methodology is based on all funds regardless of the flexibility of funds. The UC campuses have asked why they have to pay for UCOP’s price increases and now UCOP is cutting their budgets to leave more money for the campuses.
5. **Student Services Fee Forecast Presentation**
	* 1. ***Rebecca Lee-Garcia*** provided a hypothetical projection compared to last year’s spending.
		2. If SFAC continues to make recommendations similar to last year’s recommendations, including covering benefit shortfalls and cost of living salary increases, they will have a negative permanent budget and no funding left in the temporary budget by 2017/18 cycle.
		3. There are many combinations on how SFAC can spend their permanent and temporary budgets in order to not have a negative budget. This year’s committee must also keep in mind that their spending decisions will affect SFAC committees in the future.
			1. ***Maureen Wadleigh*** asked if temporary funding could be used to for the benefit shortfalls and cost of living. ***Rebecca Lee-Garcia*** said it is possible but gets complicated.
			2. ***Erik Peña*** asked for clarification of the space maintenance spending and how much units are paying for space. An example provided was how SOLE rents space from ASUCLA to use Kerckhoff Hall. ***Rebecca Lee-Garcia*** will provide more information regarding this question soon.
			3. ***Thomas Vondriska*** raised the hypothetical question of SFAC no longer covering benefit shortfalls across all units.
			4. ***Michael Soh*** asked for clarification regarding the benefit shortfalls and drops. The increases in salaries incrementally increase by 3% each year.
6. **Unit Review/Funding Request Subcommittee**
	* 1. ***Marilyn Alkin*** stated that the new Unit Review process address what AVC Davies suggested which includes providing a basic description of the unit as well as an update on how the unit utilized funding.
		2. ***Maureen Wadleigh*** believed the Unit Review is in line with AVC Davies’ suggestions as long as another review of the questions occurs.
		3. ***Janay Williams*** sent a draft of the letter that will be sent to the units. The SFAC committee members provided their feedback and corrections.
			1. ***Theresa Stewart*** volunteered to write the introduction paragraph describing the changes.
		4. ***Nicole Robinson*** stated that SFAC should consider how much they limit the applications for funding requests.
		5. ***Theresa Stewart*** stated that it is important to provide guidelines of what they are willing to fund because it wouldn’t be fair to have the units spend the time writing requests that SFAC will not consider.
		6. SFAC will have the Executive Management Group (EMG) come to the next two meetings to describe their priorities and talk about their student groups, units, and future plans. SFAC will share their concern about benefits and cost of living increases and would like EMG to think about how they are going to prioritize their contract staff that are funded by SFAC.
		7. This year’s deadline for the Funding Requests and Unit Reviews is January 16, 2015.
			1. The goal is to approve the letter draft and questions in the Unit Review in the next two weeks.
7. **Announcements**
	* 1. Next two SFAC Meetings will be in 2325 Murphy Hall***.***
		2. ***Rebecca Lee-Garcia*** will be absent at next week’s meeting.
8. **Adjournment**
	* 1. Motion was made by ***Nicole Robinson*** and seconded by ***Alexia Gonzalez*** to adjourn the meeting. This vote was unanimous.
		2. Meeting was adjourned at 5:36pm.