STUDENT FEE ADVISORY COMMITTEE MEETING

2325 Murphy Hall

Wednesday, November 19, 2014

**Attendees Present:**

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

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

**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)**

**Absent: Thomas Vondriska, Associate Professor (Faculty Rep)**

**Call to Order:**

The meeting was called to order at 4:07 p.m.

1. **Approval of Agenda**
	* 1. A motion was made by ***Nancy Greenstein*** to approve the 11/19/2014 agenda and seconded by ***Angela Yip***. The vote was unanimous.
2. **Review of Handouts**
	* + 1. Unit Review/Funding Request Letter
3. **Review of Minutes**
	* 1. A motion was made by ***Erik Peña*** to approve the 11/12/2014 minutes as amended and seconded by ***Michael Soh***. The vote was unanimous.
4. **Executive Management Group (EMG) visit:**
	* 1. Purpose of this visit is to gain an understanding of each of their units and how funding will affect their units.
		2. For SFAC to understand changes in their program and units
		3. Monroe Gorden (Associate Vice Chancellor, ADA/504 Compliance Officer)
			1. 4 units (Office of Technology Center, Career Center, Dashew Center for International Students & Scholars, and Student Affairs Information and Research Office) receive funding from SFAC
			2. There are exciting things in the Career Center
				1. Graduate students in partnership with other departments such as Graduate Student Resource Center. They are trying to be less redundant with services by co-promoting efforts and dedicating funds towards those programs. The Career Center created faculty led groups to develop competencies for graduate students and organized roundtables for members of the community, donors, and alumni to learn how to provide services for students.
				2. Career Center will have its first pilot boot camp in February for a 3-day event for 60 students to Lake Arrowhead, which will include partners such as alumni employers, Anderson business school, and other trainings such as etiquette, resume critiques, and elevator pitch) to prepare students for employment opportunities.
			3. ***Janay Williams*** asked what group of undergraduates were targeted for the boot camp.
				1. Monroe Gorden explained that they targeted a diverse group of students on the Hill, students from student organizations, as well as 2nd and 3rd year students. After the pilot, it will be open to all but focusing on students as early as when they enter UCLA.
			4. ***Alexia Gonzalez*** asked other than diversity, how the Career Center decided which 60 students attended the boot camp.
				1. Monroe Gorden explained that they reached out to the LeaderShape program, as well as with Karen Hedges in Residential Life to find campus partners.
			5. ***Moneel Chand*** asked from an administrative perspective, what are some areas you are trying to improve upon.
				1. Monroe Gorden responded that the Career Center is looking at how services we provide translate to the needs of the populations at UCLA. There will be an assessment of the needs and how to accommodate.
		4. Suzanne Seplow (Assistant VC Student Development)
			1. Suzanne focuses on the BRC, CAPS, and GSRC as those areas receive SFAC funding.
				1. In these areas, there is heavy traffic and utilization by students and the staff are also assessing their services to ensure they are meeting the needs of current students. Staff in the area are working directly with students and receive first-hand accounts of what is being or not being utilized to shift and change.
			2. Suzanne wanted to respond to questions from last week.
				1. Do we ask admitted students why they do not come to UCLA? Maria can provide more info on that.
				2. SFAC asked what were their priorities of Student Affairs.

Suzanne referred to the document on the website which addresses priorities such as enrollment, campus climate, space needs and overall health and well-being of students.

* + - 1. ***Angela Yip*** asked if they could further explain the Enrollment Management Division.
				1. This area includes admissions and financial aid. Enrollment management includes recruitment, admitting process, and providing support for financial aid. Youlanda Copeland-Morgan typically does not receive SFAC funding for those areas and typically does not come to SFAC meetings. Recently, BruinCorp reports into Youlanda and receives funding from SFAC.
		1. Maria Blandizzi (Interim Dean of Students)
			1. In response to SFAC’s question of why students don’t attend to UCLA when they are admitted?
				1. Students responded with the following reasons: academic reputation and prestige, cost of attendance and merit based scholarships are offered at the other institution, access to faculty, size of institution, availability of major, and quality of academic facilities.
			2. Where do they go?
				1. UC Berkeley, UC Davis, San Diego, Yale, Brown, University of Pennsylvania
			3. Maria is happy to meet with anyone individually if they have more questions.
			4. ***Maureen Wadleigh*** asked what units can do to improve these reason.
				1. Maria responded that she thinks the climate needs to have a personal feel with access, support, and asked how does Student Affairs do that for people?
		2. Maria stated that the priorities her areas are working on include climate and health & well-being.
			1. LGBT Resource Center is busting at the seams. Space is critical. Center is funded by 2 permanent and 2 temporary positions funded by SFAC. Trying to build infrastructure but hard on temporary funding. She is seeking permanence funding that provides fluidity for contract/temporary positions. Need to assess programs but it would be helpful to have permanency for positions.
			2. Economic Crisis Response Team provides housing for people in crisis situations. Relies on partners in Res Life to help students when they need housing. High demand and at a high caseload.
			3. Financial wellness coordinator is currently looking to hire this person which is funded by SFAC for 2 years. This is a good way to be proactive instead of Economic Crisis Response Team. This person is funded by SFAC and the space is kept in the Federal Credit Union. 5 Peer mentors are connected to this program.
			4. ***Alexia Gonzalez*** asked what was the relationship between ECR finances.
				1. Student contacts ECR via email or phone. Staff assess what is in their best interest and their need. Respond within 24 hours and figure out what spots are open and how to fill it. CARE managers (also funded by SFAC) are contacted and they connect students to resources including CAPS. Provides housing for 14 days until they find other options or transfer them into a housing contract.
			5. ***Moneel Chand*** asked how financial aid is involved in the 14 day program or housing contract.
				1. ECR coordinator works out of financial aid to help with the processing to adjust the charges and provide aid. Provide support to ensure students don’t rely on the program.
				2. As part of this grant, no student will receive no more than $4000 for their time at UCLA. This is part of the grant.
			6. ***Janay Williams*** asked how we are being sustainable to keep students from coming back.
				1. ECR try to provide resources and education about money, finances, and loans to get out of their crisis and provide more education about finances such as the financial coordinator. There is a lot of online education that can reach the mass.
			7. ***Janay Williams*** also asked related to the tuition increase, what will financial counselors do to help students.
				1. This will increase the return to aid component and the money that can be utilized for students with the most economic need.
			8. ***Theresa Stewart*** said that the financial wellness coordinator was the only full-time position funded by SFAC and SFAC liked it because of the collaboration in the proposal.
		3. David Baron (Executive Director of Ashe and Student Health Education),
			1. Ashe Center is focused on health and wellness. They are well-equipped to promote preventative services and education. An example is the self Sexually Transmitted Infections (STI) testing which includes completing an online survey, making an appointment, going into the center and doing the self-test without needing to speak with anyone unless they need counseling. Flu shots, including the flu fairs, provided education on misconceptions and reducing the influenza cases on campus. The center focuses on response to what is going on with students such as Ebola in which providers were trained on what questions to ask and how to coordinate if people think they are returning from a country infected with Ebola. There needs to be a balance on proper medical response. Close relationships with other UCs and were constantly updated and communicating with each other.
			2. One thing that affected Ashe this year is the Physician Union. There are concerns about the salary increases built in the contracts and Ashe is figuring out how to cover this funding.
			3. Student Health Education is a department of 1 person but taking time to think about and address public health and having students make healthy decisions. Still in the works of development looking towards working with student health initiatives, Student Health Advocates (SHA) through programming, and potentially developing program similar to UC Davis’ "Love lab" for sexual health education. For the response on sexual assault and misconduct they have developed training for staff and providing resources.
			4. ***Angela Yip*** asked what collaboration exists with Ashe and CAPS.
				1. Ashe trains their staff who can help take on some issues that CAPS staff currently see. Ex: Ashe clinicians can make assessment and offer treatment for students experiencing depression. Suzanne said that their units are observing the gaps and how to build on synergies. David is involved in Student Health Insurance committee which is looking towards making it more financially sound and stable. Working with SHIC and SHAC to make sure all are on the same page related to what benefits students need and to keep the premium from rising. Ex: Optometry Center opened and is very successful because services are accessible and affordable. Hopefully generate revenue for Ashe through vision care program and frames.
			5. ***Moneel Chand*** asked what other trainings are provided to clinicians.
				1. David explained that clinicians are trained to assess depression, anxiety, substance issues, and insomnia, basically anything the clinicians can provide first. David is starting a job description for a Care manager for Ashe including Title IX consultation.
				2. Suzanne stated that in CAPS, there are 5FTE staff and the remaining are therapists. Compared to Ashe staff which is the bulk of the staff.
				3. Mick- There are many medical things that can be serviced among the areas in Ashe, Wooden West, and Wooden East. Ashe also supports the Fitted program which is in Recreation.
		4. Mick Deluca (Assistant VC Campus Life)
			1. Highlight three areas to clarify what services are funded through service fees, referendums, and the 5 boards and how those groups communicate with each other to be on the same page and seeking the same outcomes. There needs to be income generation in which SFAC may choose to help fund it or charge individuals fees. They also need other fund sources that are sustainable such as a grant, unique contract, or corporate sponsorship. When you hear of a request coming from this area, will be framed as divisional or unit/department (where it may be a service delivery or addressing student needs), and space (work heavily through PRG, which includes building the space, maintaining, and paying utilities). There are a number of planning processes and EMG needs to figure out best funding model.
		5. ***Theresa Stewart*** stated that she would be happy to attend the EMG meeting to provide more communication and clarifications regarding funding requests/unit reviews.
1. **Unit Review/Funding Request Subcommittee**
	* 1. ***Theresa Stewart*** received corrections from SFAC members and asked for more changes to the Unit Review Letter.
		2. ***Nancy Greenstein*** moved to approve as it stands and authorize the Chair to make edits such as language and proofing, ***Alexia Gonzalez*** seconds. Vote passed unanimously.
		3. The Excel Funding Request Form will also be included in the Unit Review/ Funding Request. Language was included that “For consideration of Student Services Fee funding, please complete the following 6 questions and attached Excel Funding Request Form.” ***Rebecca Lee-Garcia*** asked if the ranking system should be removed and SFAC agreed.
			1. For question 6, the total for FY15-16 should match the total in the Excel Funding Request Form.
			2. Instead of “Unit name” there was a change to “Organization Name” (Ex: Student Affairs) and “Department Name.”
		4. ***Alexia Gonzalez*** asked to change "favor" to "prioritize." ***Marilyn Alkin*** suggested to change it to "higher priority."
		5. In regards to the word "solicitation," ***Marilyn Alkin*** and ***Rebecca Lee-Garcia*** asked to remove the word because of the connotation.
		6. ***Theresa Stewart*** requested that all other change suggestions be sent by Friday and she plans to send out next Tuesday after Theresa and Marilyn meet. The Unit Review/Funding Requests’ deadline is January 16, 2015.
2. **Compensation Sub Committee**
	* 1. ***Angela Yip*** stated that it was their responsibility to review compensation ever two years. The last time this was reviewed was in 2010. After reviewing the bylaws and policies, the committee will update the letter for those who receive compensations.
3. **Announcements**
	* 1. ***Theresa Stewart*** sent out the doodle for winter quarter schedules that should be completed by Week 9.
		2. No meeting next week. Next meeting will be in A-239.
4. **Adjournment**
	* 1. Motion was made by ***Janay Williams*** and seconded by ***Angela Yip*** to adjourn the meeting. This vote was unanimous.
		2. Meeting was adjourned at 5:42pm.