STUDENT FEE ADVISORY COMMITTEE MEETING

2325 Murphy Hall

Friday, March 10, 2017

**Attendees Present:**

Graduates: Manpreet Dhillon Brar, May Bhetraratana, & Nicole Ngaosi

Undergraduates: Neemat Abdusemed, Ashraf Beshay(Chair), Katie Kim, & Richard White

Administration: John Bollard, Ashe Student Health Center

Nancy Greenstein, Director of Police Community Services

Paolo Velasco, Director of Bruin Resource Center

Faculty: Karen Rowe, Professor

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

Guest: Jan Reiff, Special Assistant to the EVC and Provost

**Absent**: Theresa Ambo, Graduate Rep

Mairlyn Alkin, SFAC Advisor (Ex-Officio)

**Call to Order:**

The meeting was called to order at 3:10 p.m.

1. **Approval of Agenda**
   * 1. A motion was made by ***Manpreet Dhillon Brar*** and seconded by ***May Bhetraratana*** to approve the agenda. The vote passed unanimously.
2. **Review of Handouts**
   * 1. PRG proposals
     2. Budget document
3. **Review of Minutes** 
   * 1. A motion was made by ***Nicole Ngaosi*** and seconded by ***Nancy Greenstein*** to approve the 3/2/17 minutes. The vote passed unanimously.
4. **SFAC Timeline**
   * 1. ***Ashraf Beshay*** described over the next two months, SFAC will review the various requests, determine recommendations for the Chancellor, and write response letters for their unit visit.

**ENTER Executive Session**

***Manpreet Dhillon Brar*** moved and seconded by ***John Bollard*** to move into executive session.

1. **Complete Unit Site Visits Group 1**

**EXIT EXECUTIVE SESSION**

***John Bollard*** moved and seconded by ***Manpreet Dhillon Brar*** to exit executive session. The vote was approved unanimously.

1. **IEI Presentation** 
   1. ***Rebecca Lee-Garcia*** provided a quick overview of the course materials fee. Courses with a course material fee is shown in week 3. The IEI fee is one that SFAC committee and others recommended to charge to all students. The courses that use technology are tagged and receive revenue based on credit hours. Courses will consider materials needed in the course, they complete a course materials fee form which is presented to SFAC which provides a recommendation to the Chancellor. The Chancellor finalizes the fee. ***Jan Reiff*** will describe the process of changing the allocation of the IEI resources.
   2. ***Jan Reiff*** is the special assistant to the EVC and Provost for technology enhance and instruction including online courses, blended courses, and CCLE. Technology is becoming more important on campus and in classes such as Zoom. Looking in the next five years, they are asking whether UCLA was providing the appropriate services for students. Their new proposal will not take away from current services for students. Over the next two years units will continue to receive allocation based on enrollment from last year, and additional funding from increase enrollment will be used for experimentation in which this IEI committee will submit a proposal to SFAC for recommendation to the Chancellor. The broader variation is to hold some reserve funding to be used for crises and experimentation in order to provide services that would be useful for students.
      1. In regards to how this group is working with students, they had met with transfer students from USAC, students on the Hill, and anticipate meeting with USAC in spring and hosting forums to ask students about their needs on campus in regards for the best learning environment in the future.
      2. Questions and suggestions-
         1. ***John Bollard*** asked how much would be kept in reserve and how long would be kept. ***Rebecca Lee-Garcia*** stated that it’s not a large amount.
         2. ***Karen Rowe*** stated that based on the fee currently, it is estimated to be about $300,000, which ***Rebecca Lee-Garcia*** stated is a small portion of the total.
         3. ***Katie Kim*** asked what was the projected timeline for outcomes and whether undergraduate students would see these changes during their time at UCLA. ***Jan Reiff*** confirmed that this money would be used towards covering any crises such as CCLE and Zoom. Other departments are thinking of exploring innovative ways to change their environments and processes in which this funding could be used.
         4. ***Manpreet Dhillon Brar*** asked how the larger portions are currently being used by the schools. She also asked who is on the review committee. ***Jan Reiff*** stated that it will go through a number of groups to be vetted via forums or at their group meetings. For example, if there is a proposal for TAs, TAs will vet the idea and provide feedback.
         5. ***Karen Rowe*** asked if IEI envisions requesting SFAC funding to fund these outcomes. ***Jan Reiff*** stated that the day of PowerPoint presentations are long gone and being replaced with video presentations. One of the needs may be to create a production studio. ***Karen Rowe*** also asked that if the crises are of their own creation, is this funding appropriate for that use. ***Jan Reiff*** stated that there was grant funding that was used towards managing crises as well and how to think about or evaluate things differently.

**ENTER Executive Session**

***May Bhetraratana*** moved and seconded by ***Manpreet Dhillon Brar*** to move into executive session.

**EXIT EXECUTIVE SESSION**

***Nancy Greenstein*** moved and seconded by ***Paolo Velasco*** to exit executive session. The vote was approved unanimously.

1. **USAC appointment**
   1. ***Ashraf Beshay*** felt that from the transfer student perspective, the two year appointment does not allow for transfer students to participate in SFAC. He is proposing to create a subcommittee to work on analyzing the pros and cons to having a 1-year term for one of the four undergraduate appointments.
   2. ***Manpreet Dhillon Brar*** shared based on her experience that she had a large learning curve during her first year and during the second year felt she was able to provide more feedback. She recommended that USAC extend their deadline for one position for transfer students to apply for SFAC as well as specifically appoint a transfer students.
   3. ***Katie Kim*** shared that with her experience with USAC, she felt that SFAC as a whole in the undergraduate community is not well known, and that this subcommittee could work on increasing SFAC’s presence on campus.
   4. ***Nancy Greenstein*** stated in regards to recruitment of transfer students, SFAC should be present at transfer Bruin Day to recruit students to apply, possibly in collaboration with USAC. She was open to both a one and two year appointment.
   5. ***Ashraf Beshay*** emphasized that a one-year appointment would make the students more competitive since they may have more knowledge of services and resources on campus.
   6. ***Karen Rowe*** stated that typically transfer students will be on campus for three years. She asked Paolo how the BRC would be helpful towards the outreach.
   7. ***Richard White*** felt that it shouldn’t be just SFAC’s responsibility to change their outreach of transfer student involvement but also of USAC to promote.
   8. ***Nicole Ngaosi*** shared that she could not afford three years as a transfer student as well as an institutional push to have transfer students graduate in two years. She supported SFAC developing a better process to provide more transparency.
   9. ***Paolo Velasco*** shared that his work with transfer students, he supported the idea having one or two year appointments or possibly having students attend meetings or join late during fall quarter.
   10. ***Ashraf Beshay*** recommended to create a subcommittee to explore the idea and provide a proposal for changing the SFAC by-laws. This subcommittee will review the by-laws, consider the pros and cons of having a one year appointment, determine whether it could be exclusive to transfer students, and how to publicize towards transfer students.
       1. ***John Bollard*** moved seconded by ***Nancy Greenstein*** to approve the creation of this committee which will include ***Neemat Abdusemed, Katie Kim, Richard White, Manpreet Dhillon Brar, and Paolo Velasco.*** The vote passed unanimously.
2. **Announcements**
   * 1. None
3. **Adjournment**
   * 1. A motion was made by ***Katie Kim*** and seconded by ***Nicole Ngaosi*** to adjourn the meeting. The vote passed unanimously.
     2. Meeting was adjourned at 5:01pm.