STUDENT FEE ADVISORY COMMITTEE MEETING

A-239 Murphy Hall

Tuesday, February 17, 2015

**Attendees Present:**

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

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

**Administration: Maureen Wadleigh, Associate Director, CRA**

**Christine Wilson, Director, GSRC**

**Nancy Greenstein, Director of Police Community Service Bureau**

**Advisor: Marilyn Alkin (SFAC Advisor)**

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

**Absent: Erik Peña (Graduate Rep)**

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

**Call to Order:**

The meeting was called to order at 3:28 p.m.

1. **Approval of Agenda**
	* 1. A motion was made by ***Nancy Greenstein*** to approve the 2/17/2015 agenda and seconded by ***Michael Soh***. The vote passed unanimously.
2. **Review of Handouts**
	* + 1. SFAC Minutes from 2/03/15
3. **Review of Minutes**
	* 1. A motion was made by ***Nancy Greenstein*** to approve the 2/03/2015 minutes and seconded by ***Angela Yip***. The vote passed unanimously.
4. **Budget Update**
	* 1. Next week ***Rebecca Lee-Garcia*** will bring the summaries of the funding requests by department, 15-16 requests in which SFAC is already committed to, carry forward spreadsheets, and a history of total requests dating 3 years previous by department.
5. **Unit Review/Funding Request Additions**
	* 1. Missing Items
			1. Ashe Center needs a copy of their organizational chart and brochures mentioned in their request.
			2. ***Nicole Robinson*** mentioned some of her units filled out previous year’s unit review questions.
				1. Theresa will collect the names of the units to contact them.
		2. Committee Approaches
			1. ***Christine Wilson’s*** group is looking at proposals first to see who is requesting how much, then reviewing the unit reviews, and then submit the questions they have for the units. After that, they will use the rubrics to rank.
			2. ***Maureen Wadleigh’s*** group met a few times but is having difficulty understanding the priority of requests without knowing all of the requests submitted. This group is finding disconnects between the unit reviews and new funding requests. The unit reviews are only presenting information on past funding requests but not the new requests.
			3. ***Janay Williams’*** group is focusing on new funding requests and has completed two units and did not find any issues.
			4. ***Theresa Stewart’s*** group has met twice but did not have Tom present and will meet again soon.
		3. Questions
			1. SFAC cannot cover faculty salaries or GSR fee remissions with 20000 funds.
			2. ***Christine Wilson’s*** group has questions for the spirit squad and the community housing office.
			3. All questions for the units need to be sent to ***Theresa Stewart*** and ***Marilyn Alkin*** as soon as possible.
6. **CSF Planning Update**
	* 1. ***Alexia Gonzalez*** secured a block of rooms at the Sheraton in Culver City.
		2. The meeting is on February 21 from 9am-5pm and February 22 from 9am-2pm in Ackerman Union.
7. **Announcements**
	* 1. Next meeting will be in 2325 Murphy Hall.
		2. At the next meeting, SFAC will have ***Rebecca Lee-Garcia*** present a budget projection, debrief from reviews, and assign dates for groups to present.
8. **Adjournment**
	* 1. Motion was made by ***Janay Williams*** and seconded by ***Alexia Gonzalez*** to adjourn the meeting. This vote passed unanimously.
		2. Meeting was adjourned at 3:54pm.