STUDENT FEE ADVISORY COMMITTEE MEETING

A-239 Murphy Hall

Wednesday, October 8, 2014

**Attendees Present:**

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

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

Faculty: Thomas Vondriska, Associate Professor

Advisor: Marilyn Alkin

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

**Call to Order:**

The meeting was called to order at 4:08 p.m.

1. **Approval of Agenda**
2. **Review of Handouts**
   * + 1. The meeting agenda for 10/8/14
       2. The 2014-15 SFAC Roster
       3. The SFAC Calendar- Fall Quarter
       4. The meeting minutes from 06/09/14
       5. Student Affairs update email
     1. A motion was made by ***Nancy Greenstein*** to approve the handouts and seconded by ***Janay Williams***. This vote was unanimous.
3. **Review of Minutes**
   * 1. A motion was made by ***Nancy Greenstein*** to approve the 6/9/2014 minutes as amended and seconded by ***Janay Williams***. This vote was unanimous.
4. **Sub Committee Selection**
   * 1. The PRG (Project Review Group) subcommittee attends 1 two-hour meeting of the PRG. ***Nicole Robinson*** and ***Alexia Gonzalez*** will be on this subcommittee.
     2. Unit Review subcommittee is responsible for putting together the rubric and sending out the letter and Unit Review for all units. The subcommittee is responsible for a rubric and letter for the Units. ***Theresa Stewart*** stated that we will talk about if we will do a Unit Review this year. The subcommittee will plan a meeting ASAP. ***Michael Soh, Janay Williams, Marueen Wadleigh, Theresa Stewart, and Thomas Vondriska*** will be on this subcommittee. ***Janay Williams*** will act as Chair.
     3. Compensation Policy subcommittee- ***Erik Peña, Angela Yip, and Nancy Greenstein*** will be on this subcommittee. ***Nancy Greenstein*** will facilitate the subcommittee meetings.
     4. Call Letter subcommittee sends the letter requesting for applications for funding. ***Moneel Chand, Thomas Vondriska, Alexia Gonzalez, Christine Wilson, and Nicole Robinson*** will be on this subcommittee. ***Moneel Chand*** will act as Chair.
5. **Unit Review Discussion**
   * 1. ***Theresa Sterwart*** brought up the issue of continuing Unit Reviews this year. SFAC has done Unit Reviews for the last two years. She posed the questions if it was helpful for SFAC, to the Units. New members will need to review a couple Unit Reviews and understand why the process was started and what the process is for.
6. **CSF Representatives- Council on Student Fees- System-wide**
   * 1. ***Theresa Sterwart*** requested to select CSF representatives for the quarterly UC campus CSF meetings. She emphasized the importance of having one SFAC representative who will return the following year.
     2. ***Janay Williams*** volunteered to be one representative. ***Nicole Robinson*** and ***Alexia Gonzalez*** volunteered to rotate as the second representative.
     3. ***Moneel Chand*** informed the group that UCLA will be hosting the spring meeting. ***Theresa Sterwart*** and ***Marilyn Alkin*** informed the group that they will assist with the preparations for the spring meeting.
7. **Vice Chair Nominations and Election**
   * 1. ***Theresa Sterwart*** informed the committee of the responsibilities of the Vice Chairperson.
     2. ***Janay Williams*** nominated ***Alexia Gonzalez*** and ***Angela Yip*** for Vice Chairperson. ***Alexia Gonzalez*** accepted the nomination. ***Angela Yip*** declined the nomination.
     3. ***Nicole Robinson*** nominated ***Erik Peña*** for Vice Chairperson and the nomination was accepted.
     4. ***Erik Peña*** and ***Alexia Gonzalez*** provided a brief speech on why they would like to be Vice Chair.
     5. SFAC members voted. ***Alexia Gonzalez*** was voted as Vice Chairperson.
8. **Announcements**
   * 1. On 10/22/14, there will be a budget presentation by ***Rebecca Lee-Garcia.***  Please review the budget section in your binders and be prepared with questions.
     2. The SFAC website is updated and live. We will be updating pictures, biographies soon.
     3. IT will assist with providing access to the shared drive and remote access. This drive is where the Unit Review and budget request information will be kept.
     4. Compensation paperwork needs to be completed with Nadene MacDonald. ***Marilyn Alkin*** will send more information.
     5. ***Theresa Sterwart*** will not be at the next SFAC meeting. As Vice Chair, ***Alexia Gonzalez*** will lead the next meeting.
9. **Adjournment**
   * 1. Motion was made by ***Janay Williams*** and seconded by ***Nicole Robinson*** to adjourn the meeting. This vote was unanimous.
     2. Meeting was adjourned at 5:19pm.