STUDENT FEE ADVISORY COMMITTEE MEETING

2325 Murphy Hall

Wednesday, November 12, 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

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

**Call to Order:**

The meeting was called to order at 4:03 p.m.

1. **Approval of Agenda**
	* 1. A motion was made by ***Maureen Wadleigh*** to approve the 11/12/2014 agenda and seconded by ***Michael Soh***. The vote was unanimous.
2. **Review of Handouts**
	* + 1. Minutes from 11/05/14
			2. Unit Review Letter Draft
3. **Review of Minutes**
	* 1. A motion was made by ***Thomas Vondriska*** to approve the 11/05/2014 minutes as amended and seconded by ***Erik Peña***. The vote was unanimous.
4. **Assistant Vice Chancellors visit: Mick Deluca and Suzanne Seplow**
	* 1. AVCs requested to attend this meeting due to the new reorganization.
		2. Suzanne Seplow is in charge of the First Year Experience (FYE), Residential Life (not funded through SFAC), Graduate Student Resource Center (GSRC), Bruin Resource Center (BRC), and Counseling Center (CAPS).
		3. Mick Deluca is in charge of Campus Life including:
			1. Community Programs Office (CPO) which includes student associations, outreach, initiatives and receives 28% of its funding from SFAC
			2. Student Organizations Leadership, and Engagement (SOLE) has over 1000 student organizations receives 99% of its funding from SFAC for staffing the office and 56% of the funding for student orgs comes from SFAC
			3. Cultural Recreation Activities (CRA) includes intramural sports programs, non-credit courses for enrichment purposes, adaptive programs, outdoor activities, venues including Pauley Pavilion, 14% of this budget is through SFAC and the rest is through other funding sources and income generation
			4. These areas are complex fund sources 20000 funds are one being, a variety of referendum related funds, and 60000 funds for income generation
		4. Questions for Assistant Vice Chancellors:
			1. ***Maureen Wadleigh*** asked if FYE included transfer students.
				1. Currently the department does not have the staffing level to support transfer students. They partner with the BRC to welcome transfer students and Residential Life has transfer houses provide programming.
			2. ***Marilyn Alkin*** asked how student join FYE
				1. Historically, only 1st year students lived on campus. With the expansion, 80% first year students live on the Hill, 70% return for their 2nd year, 60% stay for a 3rd year. 3.5 years ago, UCLA developed a program that was more intentional with programs and timing throughout the school year. Geared towards all 1st year students. FYE coordinators the True Bruin Welcome, Common Book, and Freshmen 15 (five workshops in a quarter).
			3. ***Thomas Vondriska*** asked if there are any elements to FYE that has directed mentoring to assist with choosing classes and getting on the right track.
				1. FYE does not because of the way UCLA is structured. Undergraduate education, including academic advising and orientation does not cross into student affairs. Undergraduate education organizes their mentoring program which is now in their second year. Resident Assistants also help guide students for personal and academic growth.
			4. ***Theresa Stewart*** asked what is happening with the reorganization moving forward. Do they see any changes SFAC should expect?
				1. Mick stated that money, people, and space come with a cost. He understands that he will need to think differently because of the increase in benefits and be more efficient. He will also be reviewing areas, programs, and services that already exist and evaluate if it is meeting student needs or if it should be invested elsewhere.
				2. Suzanne Seplow is continuing to gain more knowledge of the needs and services of her departments. She recognizes the increasing need towards mental health issues. She is looking at other models at different institutions to find good comparisons on other ways they can support student mental health. She hopes to develop the peer coaching model. On a monthly basis, she will be looking at various departments and its leaders to find synergy and maximize working together with various directors and their staff.
			5. ***Theresa Stewart*** stated that this year, there will be more restrictions towards funding in regards to the benefit and cost of living increases for contract and full time employees in student affairs.
				1. Mick appreciates that SFAC is bringing this to attention because of the increases. The 60000 funds and referendums also do not cover benefits. Mick suggests locking the costs of benefits that are temporarily being covered and stating that departments must cover the increasing costs.

***Christine Wilson*** stated that she would like to hear suggestions such as this from Student Affairs Leadership so SFAC has more ideas on how to approach this issue.

* + - * 1. Suzanne asked if there are specific programs/services SFAC is looking towards funding this year and asks how that will be communicated. Also, Suzanne asks how SFAC approach communication regarding clarifications in their submitted funding requests. ***Marilyn Alkin*** stated that the reason SFAC is proposing an earlier deadline is to provide more time for the committee to review and ask units to come to meetings if questions or clarifications arise.
				2. ***Theresa Stewart*** asked what the priorities of Student Affairs are so SFAC can take them into consideration when reviewing funding requests for specific initiatives. Mick stated that there are competing priorities but the earlier funding request deadline will stimulate conversations about priorities. Depending on priorities, he will look towards SFAC to advise on their requests and suggest some other options or alternatives.

***Nancy Greenstein*** suggested that collaboration with other departments through sharing resources to meet similar goals.

* + - * 1. Suzanne referred to the priorities document on the Student Affairs website, respond to the needs of students, and work within the resources available. She will consider these factors to look at different ways departments are doing their work.
			1. ***Thomas Vondriska*** asked in regards to enrollment, the university does not have hard numbers on how changes in tuition affects changes in enrollment. He wonders how departments solicit feedback from students and why they came to UCLA or what would make them more likely to attend UCLA.
				1. Suzanne responded that they’d have to consult with Enrollment Management to learn about those who were accepted but didn’t decide to attend. Suzanne said that it would be easier for her departments to understand why students decided to attend.
				2. Mick suggested doing some assessment work to figure those reasons out.
			2. Mick Deluca asked that in regards to increasing enrollment with the same amount of money, and having the largest student services fee, he wanted to know what are SFAC’s priorities.
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. ***Maureen Wadleigh*** suggested in the Unit Review question 3 regarding how much of the department’s budget is funded through SFAC, if it should specifically state including benefits funding. Units would be pulling the number that comes off from the ledger which includes benefits. No change is suggested because SFAC can just check if the benefits is missing from the reports that ***Rebecca Lee-Garcia*** provides.
		3. ***Christine Wilson*** stated that the “professional competencies” language sounds as if it were referring to staff rather than students. Changed to “professional and leadership development.”
		4. ***Thomas Vondriska*** wondered why “creative and innovation” were removed. The committee had removed this language because it was redundant. He suggested that language towards new and creative projects be included with the mindset that SFAC considers it as a priority. He worried that this language in the letter my deter units to submit collaborative events that may already exist.
			1. ***Nicole Robinson*** stated that people will seek assistance from SFAC regardless if it is a new or returning program.
		5. ***Theresa Stewart*** requested that all corrections be emailed by Monday. SFAC will approve the letter at the next meeting. The letter will be sent out Thanksgiving week.
2. **Announcements**
	* 1. This week, ***Theresa Stewart*** met with the new Career Center director who will start in January 2015.
		2. Today, there was a budget briefing to review the revenue for the general fund. The main message was to talk about the tuition increase and the Chancellor requested that SFAC encourage students to support the tuition increase. ***Theresa Stewart*** asked how this affects the student services fee and the response was that if the tuition increases, there may be another 5% student services fee increase in which half will go towards student mental health.
			1. Jerry Brown may take away his support from the UCs if the tuition increases.
			2. ***Maureen Wadleigh*** suggested inviting Steve Olson to an SFAC meeting after the call letter goes out.
3. **Adjournment**
	* 1. Motion was made by ***Nicole Robinson*** and seconded by ***Erik Peña*** to adjourn the meeting. This vote was unanimous.
		2. Meeting was adjourned at 5:48pm.