**Student Fee Advisory Committee**

 **Approved Meeting Minutes -April 1, 2014**

**Attendees Present:**

Graduates: Alison Winje (Chair), Randy Mai, Annie Blomberg, Theresa Stewart

Undergraduates: Janay Williams, Jazz Kiang, Jas Kirt

Administration: Christine Wilson, Director, GSRC

Maureen Wadleigh, Associate Director, CRA

Faculty: Kym Faull, Prof. in Residence

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

Advisor: Marilyn Alkin

Absent: Moneel Chand

**Call to Order:**

* The meeting was called to order at 1:07 p.m.

**Approval of Agenda:**

* A motion was made to approve the agenda. The motion was unanimously approved.

**Review of Minutes:**

* A motion was made to approve the minutes. The motion was unanimously approved.
1. **Budget update/ Reserve allocation**

**Rebecca Lee-Garcia:** The rates for making copies at the Luskin school are being reduced as a result of equipment changes.

Glyn is making some changes in the SFAC account structure:

The permanent budget in the account that SFAC manages will be increased by $2 million in order to permanentize close to 95% of the revenue. The Mental Health allocation will be no longer considered a temporary continuing commitment but will instead be considered part of the permanent budget that goes out to the units. These two changes should effectively balance each other out.

The two reserve accounts are being consolidated into the main SFAC account. SFAC will go from managing three accounts to managing one account. This will make it easier to know how much budget is being held in reserve.

**Alison Winje**: We should decide fairly soon what amount we want to hold in reserve.

**Rebecca**: What you decide to spend this year will greatly impact what future SFAC have to spend. Last year you spent more than you received.

**Maureen Wadleigh**: If we approve more than we take in we are basically borrowing from the future.

**Rebecca**: You are changing the amount of money future SFAC’s will have to spend.

**Marilyn Alkin**: So if we control what we spend this year, then it allows future SFAC’s to have flexibility. Have to look at the long term, not just this year.

**Rebecca**: Your permanent budget is the being reduced by covering benefits shortfalls. Eventually you will go in the hole if you continue to do so.

**Marilyn**: What is our current reserve?

**Rebecca**: $200,000 in the mental health account, $900,000 in the other account. You have $1.1 million in cash.

**Kym Faull**: I’ve said before and I’ll say again that we should come to a decision regarding what is a good safety net.

**Nancy Greenstein**: This is also a philosophical policy question. If we are not spending money on permanent staff, we can spend more on programs. We have to look and see if this works. If it does we will look at future budgets differently.

**Kym**: One reason we didn’t want to fund permanent employees is that our budget will not go up for the next few years but after that the budget could go up and that decision might change.

**Nancy:** Employment costs are going up as well and that will offset budget increases.

**Alison**: Taking away the reserve accounts will make us more mindful of what we can actually spend and what we want to hold in reserve as a safety net.

1. **Appoint sub comm. members for funding request reviews**

**Alison** - Getting in the budget requests this Friday, next week I’m hoping to split us up into four sub-committees to review the proposals to make sure they are complete and ask for additional information if needed. Each sub-committee should have at least one person who has gone through the process before

**Jas Kirt** – last year the sub-committees ranked the requests by high, medium and low priority. We should do the same this year. Will help us decide what to fund if we don’t have the money to fund all the requests.

**Nancy** – Important to also assess how well the proposals met the criteria we established.

**Alison** – the requests will be sent through email and available on the shared drive.

1. **Announcements**

**Alison** - CSF is coming up at UC Santa Barbara, the weekend of April 27. Does anyone want to go with Moneel?

**Jas** – I tentatively can go.

1. **Adjournment**

A motion to adjourn was made and seconded. The motion was unanimously approved.

The meeting adjourned at 1:55 p.m.