**Student Fee Advisory Committee Meeting**

 **2325 Murphy Hall**

**Friday, February 2, 2018 from 4:00- 6:00pm**

**Present:**

Graduates: Jazz Kiang, Nicole Ngaosi, Javier Rodríguez, & Cody Trojan

Undergraduates: Neemat Abdusemed, Richard White (Chair), Katie Kim, & Christina Wang

Administration: Mike Cohn, Director of SOLE

 Paolo Velasco, Director of Bruin Resource Center

Barbara Wilson, Director of Room Divisions in HHS

Faculty: Karen Rowe, Professor

SFAC Advisor: Marilyn Alkin, (Ex-Officio)

* **Call to Order:**
	1. The meeting was called to order at 4:01p.m.
* **Approval of Agenda**

A motion was made by ***Paolo Velasco*** and seconded by ***Barbara Wilson*** on approved agenda. The vote passed unanimously.

* **Review of Handouts**
	1. Course Materials fee documents.
* **Review and Approve Minutes**
	1. ***Mike Cohn*** moved to approve the 1/26/17 minutes and was seconded by ***Jazz Kiang***. The vote passed with votes to 6 approve and 1 abstention.
* **Course Materials Fee Presentation**
	1. Ellen Hermann from APB came to present on the application for Bio Engineering 188 requesting a $60 fee for materials. Students are able to use and keep materials for other projects in the future. UCI, UC Davis and UC San Diego are in line for similar course material fees. Cost of tuition similarly ranked programs, UCLA falls in the middle in comparison to private schools, which are higher. In regards to the timeline, they hope to have this fee ready for spring quarter, so they can add it to the schedule of classes.
	2. ***Barbara Wilson*** asked why they do not hand the list of materials to the students to purchase from ASUCLA bookstore. Ellen Hermann stated for course materials, not including textbooks, they have to go through this process to requests these fees. Ellen Hermann will look into the policy.
	3. ***Mike Cohn*** asked what happens to students who are enrolled but cannot afford it. Ellen Hermann stated that students can return the materials for a refund. ***Nicole Ngaosi*** expanded and asked what happens if students are unable to afford the additional fee due to their Financial Aid. ***Paolo Velasco*** stated that it is typically funded through loans for students who are on financial aid.
	4. ***Katie Kim*** asked if she wanted to take the class and enrolled, would she be informed that there is an additional fee. Ellen Hermann stated that the fee would be on the enrollment site, the professor would informed the student, and will receive the fee from BruinBill.
	5. ***Richard White*** asked if this course was offered before. Ellen Hermann stated that it was lab based, could not take materials home and would have to return the materials at the end of the course. Ellen Hermann shared that in a round table, students preferred to take these materials home. ***Paolo Velasco*** asked if any of the students in this roundtable received Pell grants. He stated that a survey would have been better than a roundtable to receive accurate feedback.
	6. ***Karen Rowe*** asked if this is a first offering of this class, whether this class is limited to 20 students, and if they plan to expand. She also asked how many students this would effect because it is an elective.
	7. ***Paolo Velasco*** asked if a student didn't want to purchase the materials, if there was an option to work only in the laboratory and have the fee waived. Ellen Hermann will ask the unit.
	8. ***Karen Rowe*** asked what the department meant when the fee would be assessed. The form stated first day of class. Ellen Hermann will ask the unit.
	9. ***Mike Cohn*** asked how many courses have a course materials fee. Ellen stated there were about 50 courses with fees.
	10. ***Nicole Ngaosi*** asked when the department is expecting to have the fee approved so the committee can have a better understanding of the urgency, as they would like their questions answered. Ellen Hermann stated that that the department would like an answer ASAP, so that they can advise students that there will be a materials fee.
	11. ***Karen Rowe*** asked how many majors bio engineering has. Ellen Hermann will ask the unit.
	12. Further discussion
		1. ***Richard White*** stated that he was in a course with a course materials fee and he was not informed about it in the description.
		2. ***Karen Rowe*** stated that when she had students purchase textbooks, it was a high cost.
		3. ***Richard White*** looked up the materials online and stated the fee would give students a minor discount.
		4. ***Mike Cohn*** believed that there should always be exceptions for students who may already have the materials.
		5. ***Neemat Abdusemed*** felt that it was easier for the unit when it comes to replacing materials but they need to take into account of the students’ fee.
		6. ***Richard White*** stated that this course is also an elective so it is not mandatory, but ***Neemat Abdusemed*** stated that it keeps students who cannot not afford it not to take the class.
		7. ***Nicole Ngaosi*** emphasized that SFAC needs to know the deadline, so that the committee can make a recommendation.
		8. ***Neemat Abdusemed*** asked if the unit will redraft their proposal based on their questions and concerns.
		9. ***Richard White*** asked for additional questions and he will send it to Ellen.
* **Unit Review: Early Childcare and Education (ECE)**
	1. Deborah Valentine, Director of ECE started in May 2017. Many of the SFAC concerns are valid but she does not want SFAC to give up on ECE. She stated that SFAC made a crucial impact this year because they would have been in a larger deficit. She is focusing her presentation on University Village because the scholarships are going towards the families who live in this area. This year, rather than spreading SFAC funding across the unit, and direct it only to University Village, there would have been a surplus of $200,000. ECE is on solid ground now rather than 8 months ago because the funds made incredible strides that will have a positive impact on University Village families. If they focus all of the funds on University Village, it will have a direct impact on student families including scholarship and services. It is $10,000 per student but the impact is high. ECE provides access, education, and social justice even for the future Bruins, who may be in ECE. ECE improvements include no complaints to Scott Waugh's office, leadership, staffing, and quality as well as increased connections across campus that allow for more partnerships.
	2. Questions from SFAC
		1. ***Karen Rowe*** asked if the funding from SFAC would remain the same as the previous year because it did not include augmentation in the additional $500,000. Deborah Valentine explained that the funding was distributed across the unit and some went to University Village. ECE was not expecting to receive any additional funding from SFAC.
		2. ***Javier Rodríguez*** asked if there were issues with parents since May. Deborah Valentine explained that there weren't concerns that went to the press or Scott Waugh's office. ***Javier Rodríguez*** stated that his friend had a child who was in ECE and did not develop certain skills by the time he went to kindergarten. Deborah Valentine explained that it was not uncommon for boys to not develop skills by kindergarten. The teachers are thinking of ways on how to integrate science, math, etc. into activities. They will look more closely at how students are doing in their classes. Most students get into private schools.
		3. ***Barbara Wilson*** asked about fees in general. Is there a philosophy for annual fee increases for UCLA versus non UCLA people? Deborah Valentine stated that the wide majority are UCLA affiliates. Increasing community family fees to increase scholarships would not make a difference. Not all families are CDE scholarship recipients but are 100% UCLA families.
		4. ***Jazz Kiang*** asked how the scholarship process works. Deborah Valentine said that she would try her best to explain the process, as she is not the one who meets with the families and qualifies them for scholarships. Families must be students. CDE low income scholarships are given to students only. When students qualify for the entire year, a staff member then collects paperwork and confirms that they are enrolled in class. ***Jazz Kiang*** asked what is the true cost to send a child without a scholarship. Deborah Valentine stated it varied for the age group. Infants are about $2700 per month. ECE still loses money because there is 1 adult to every 3 children in a classroom and is just expensive to run. The preschool classes are in the “black” because it is 8 children per 1 adult and at $2000 per month. Full tuition is from $2000 - $3000 per month. ***Karen Rowe*** elaborated on qualification, state funding running $10,000 short and SFAC funds are paying for the other half of the scholarship.
		5. ***Nicole Ngaosi*** asked how ECE is preparing to move forward with their plan with VC Olsen leaving this year. Deborah Valentine can't fully answer due to being new. She has discussions with Chairs, VC Olsen, is confident that Scott Waugh is very supportive of her concerns. She is in the management education program and her project is to create a sustainable plan for ECE. The program runs until May. The plan will help to evaluate the curriculum, make improvements, manage finances, and be more efficient. ***Nicole Ngaosi*** acknowledged her concerns regarding language. The unit review and ECE improved SFAC’s understand the high costs and expressed that it is worth the costs. She understands the value of the service but thinks it’s the responsibility of ECE to be empathetic of the needs of students, including the safety and well-being of their children all issues to be taken seriously. Deborah Valentine has not heard of these concerns and would address if it was brought up. She has only spoken with two parents with concerns at University Village. A follow-up meeting is scheduled with a staff psychologist for extra support due to personality conflicts. University Village has been the most stable over the last two years. They have lost the smallest number of staff and has a director that has been there the longest.
		6. ***Mike Cohn*** stated that historically, ECE was a faculty retention entity. He stated that hopefully that has shifted. Now that SFAC is providing funding, he asked what they are doing to improve ECE services to students. Deborah Valentine stated that these areas are at risk if SFAC does not provide this funding. There is a waiting list with faculty and staff members and she wants to protect these students’ scholarships spaces. Secondly, they are at the beginning of what they can do for students. There is potential with extending their reach and collaborations with other departments and use of their space for students and their children. The greatest need is with their scholarships.
* **Unit Review: Transportation**
	1. Connie Englert, from Transportation, Matt Ellis, from UCPD and head of CSO program, Jackie and Jared part of CSO van drivers. UCLA Safe Ride, previously CSO evening van rides, provides a safe and free access across campus Monday – Thursday, from 7pm – 12am. SFAC funds awarded to UCPD last year are on track with the budget. Funds were for acquiring and deploying software services for ride requests, dispatches to the van drivers, and to optimizing routes to pick up and drop off riders. This allows them to collect data that can be used to expand Bruin Bus services until 8pm and to assess how students need transportation. The system works well in a broader scale and challenges the software programmers to optimize and improve their product.
	2. Questions from SFAC
		1. ***Mike Cohn*** asked why there was a high number of trips cancelled. Connie Englert stated that they are providing students more transparency and students are using the app to price shop. If the van is close by, which is free and free for cancelled trips and no shows, they will use the van. If not, they will use Uber or Lyft. They are also using an 11 passenger van and the application is working on a 2 passenger system. These drivers are also on patrol for safety at the same time.
		2. ***Barbara Wilson*** asked if the improvements are free of cost. Connie Englert stated that they are a valuable customer and there is a value add with academic use for the product and will not pay a dime extra. Dispatchers can move away from telephone operators and van drivers can do their work. Matt Ellis also stated that the algorithm was not accurate at the beginning, such as providing a 50-minute estimate time of arrival when the van could arrive in 10-minutes. The vendor was not charging them for these improvements.
		3. ***Nicole Ngaosi*** stated that Transportation partnered with Uber Pool with a flat rate of $5.99. She asked how this pilot program impacted the relatively of temp ride. Connie Englert stated Uber/Lyft is the biggest competitor to Van ride. The promotion will not impact the market. They provide a baseline for students who can't afford Uber/Lyft rides, as well as provide safety for the UCLA community. Students can see where the van is to reduce the amount of standing outside.
		4. ***Nicole Ngaosi*** stated that UCLA Transportation had partnered up with USAC last year and was trying to run a pilot program. The committee did not have access to this data for ridership from spring to fall quarter. Matt Ellis can get the data from Tap Ride because they are using the same system from the pilot.
		5. ***Neemat Abdusemed*** asked what was the frequency of drivers cancelling, why would drivers cancel, and if rides can get rescheduled. Drivers arrive to the location, send a "honk" via the app, and if they don't respond in the next 3-5min they move to the next rider. If they re-request, it can go to the same driver or another.
* **Announcements**
	1. ***Richard White*** stated that the meeting time changed from 3-5pm starting next week and there will be a budget presentation from Academic Planning and Budget (APB).
	2. Unit Review Reflection/Completion
		1. Regarding the unit reviews, ***Richard White*** noticed there were a number of questions that may not have been asked and for everyone to email outstanding questions by Monday. ***Neemat Abdusemed*** asked to clarify about making a list of things that take more time to talk. Richard stated to please check Box as there are many responses from departments. ***Jazz Kiang*** stated that if there were themes or confusion with the process, that should be discuss as well.
		2. ***Karen Rowe*** stated there were confusion last year such as minimum wage, benefits, TIFs. Therefore, she stated that the higher ups should be providing parameters to the units, so SFAC can be on the same page.
		3. ***Richard White*** asked ***Mike Cohn*** if Student Affairs received this list. ***Mike Cohn*** stated that there were numbers given but there were challenges because there was new staff members.
		4. ***Karen Rowe*** believed Monroe Gorden was not requesting permanent funding. SFAC members clarified that they were taking permanent requests. ***Mike Cohn*** clarified that there was a process in Students Affairs when requesting permanent requests.
		5. ***Karen Rowe*** stated that next year's unit review request should include requesting more details of how carryforward was generated.
* **Adjournment**
	1. A motion was made by ***Neemat Abdusemed*** and seconded by ***Nicole Ngaosi*** to adjourn the meeting. The vote passed unanimously.Meeting adjourned at 5:45pm.