Student Service Fee Advisory Committee
Friday, April 18, 2014; 3:00 to 5:00 PM
HUB Room 355

Name	Association	Voting Privilege[1]	Attendance
Cardenas. Lazaro	ASUCR	X	P
Cassell, Jon [Alternate]	ASUCR	X	P
Dow, Liam	ASUCR	X	P
Hong, Ashley	ASUCR	X	L
Eckman, Cathy	Interim CFAO, Ex-Officio, VCSA	-	P
Flores, Stephanie	Ex-Officio-RP&B	-	A
Salazar, Susana	Ex-Officio-RP&B	-	P
Taliaferro, Alexander	ASUCR	X	P
Tang, Janice	ASUCR	X	P
Ta, Johnny	ASUCR	X	A
Patadia, Sai	ASUCR	X	A
Fahmian, Sean	ASUCR	X	L
Polishko, Anton	GSA	X	P
Stewart, Terrance	GSA	X	P
Lucas, Keira	GSA	X	P
Alvarez, Luis	Staff	X	P
Sedita, Jolene	Staff	X	P
Sanchez Martinez, Veronica	Secretary	-	X
Lillie, Sue	Staff Support	-	X
Guests			

P – Present   A – Absent   L – Late   Exc. – Excused

[1] X – indicates voting privilege

1. **Welcome Time:** 3:11 PM
2. **Liam:**
   - We will go in Alphabetical order and each subcommittee will present their committee and provide their recommendation and experience for each subcommittee.
   - We are thinking about allocating 1.4 million and it is just a measuring mark about how were going to go about the process. Then we will vote on the subcommittee and finally review the subcommittees for 15 minutes.
   - Lazaro will go over some standing Policies
   - Meeting coming up the next Friday, 4/25/14and in two weeks have the meeting on Tuesday 4/29/14 and 5/2/14.
3. **Approve Agenda:**

MOTION: Jolene Sedita/ Jon Cassell	**VOTE:** unanimous- 8 people

4. **Approve Minutes-02/21/14**

MOTION: Jon Cassell/Luis Alvarez	**VOTE:** unanimous- 9 people

5. **Lazar standing policies:**
   - He emailed the members of the committee documents on policies.
   - Council Student Fees is the (embodiment of staffs??) from different campuses.
   - **Standing policy 2:** Guidelines the appropriate use of UC Student Services Fee.
   - **Standing policy 4:** CSF would recommend the campus priorities in times of reductions planning and budget crisis.
   - The CSF is the student's voice policy, it is not the university policy that means we do not have to abide by these policies..
   - **Regent Policy 3101 -**Subsection B explains Regents policy in regards to areas of the student fees should be used for.
6. **Subcommittee Review**
   - **Subcommittee A:**
     - **International Student Resource Center:**
       - International Student Resource Center serves more than two thousand students to help them with visa, UC applications, paperwork, workshops, how to obtain a bank account and essentially blend in.
       - Global Connection assigns current UCR students with international students to help them improve their English skills.
       - Last year they received external resources to fund their programs and now they are just asking for funds for the lease for their office.
       - Last year they were relocated at the University Village where they have to pay a lease. Half of the lease is covered by the Dean office, and they want

SSFAC to cover the other half. Last year it was covered through capital reserves because they appealed. If we don't give them the fund, they will appeal and get the money anyways. Every year the lease goes up, but the allocation doesn't always go up so we have covered their short fall every year. We need to cover it like last year, similar to Career Center because they definitely need the money and are just asking for what they need.

- The Dean relocated them so the Dean should also pay for the location they were sent to. There are many international students who utilize the program who pay for SSFAC fee.
- Last year they asked for $193,000 for a position that they don't need funds for this year.
- In non-temporary funds they received 73, 000 for 2 positions, peer coordinator plus benefits.
- They are not asking for permanent funding, they are asking for a continuous fund because their lease increases every year. We can send them a recommendation of how much they are going to ask for every year because we cannot give them permanent funding.
- The Chancellor should support their funding if they are the ones bringing more international students, and the international fees should already be paying for services like this.
- The International Resource Center has $330,000 in SSF and their overall is $82,000. SSFAC is already funding for the overall funding.
- The SSFAC members agree that the lease is not their responsibility.

o **Career Center:**
- The Resource Center is where students go for help with their career needs, like consultation on how to write a resume and provide career fairs. The program benefits a lot of students who want to find jobs.
- This year they are requesting less funding than last year. Their **first priority** is an SAO3 position. This person is responsible to find potential employees in big industries and bring them to our campus to recruit UCR students. We funded this position last year because it is an important position. They are asking money for salary, wages, benefits, plus communication cost which equals to $ 95, 549.
- Last year Heather was funded .75% but now they are asking for the full funding. They also have another person to work with Heather because they had extra funds. Heather is in charge of career fairs, travels around to recruit employers. Career Center receives $27,000 $ 5,000 does not seem necessary. The committee members believes Career Center should not receive $5,000 for S&E.

- It's a full FTA with a little increase because there has been an increase in wages. She has been there for quite a few years and she is necessary for the Career
- The $1.4 million does not consider the salary, retirement benefits increase.
- They are requesting the same amount as last year with some extra benefits.
- During the Career Fairs they charge booth rentals so they make some income funds for the Career Center.
- **Priority 2:** License for Simplicity software for their office. All UC campuses use this software because they use it for all their processes such as making appointments, etc.
- **Fund a total of $117, 049 for the Career Center**

MOTION: Alexander Taliaferro/ Jolene Sedita	**VOTE:** unanimous- 9 people

o **Academic Resource Center:**
- They work with students, faculty and staffs to help students succeed academically. They offer programs such as peer counseling, supplemental instruction, tutoring, Summer Bridge program, math advisory exam and workshops for the GRE. The Academic resource center serves 5,402 undergraduate and graduate students in total.
- They are asking funding for the Early Assist program for the staff and peer educators.
- ARC identifies students in targeting classes that are at risk of failing, mainly freshmen's and send them to the Early Assist program to get back on track. The Early Assist Program is a developing program and at first the program was not working, but the students with peer educators received better grades. They are asking for 10 Peer Educators. The new program includes math 4 which has a total of 84 students and only 74 students attend the meetings. There is a low participation because it is a new program but they are planning to expand to 300 students and provide more help for other classes.
- The peer mentors are not tutors, they are mentors who advice students time management, note taking skills, etc.
- They are asking for an SAO 11, which includes $20,082 plus $5,021 for benefits.
  - They asked for 50 % for their SAO 11 last year and we funded SAO 11.
- Alex believes it should be the universities duty to retain their students and Liam suggests seeing the programs result to see how much to fund.
- Lazaro suggest SSFAC should only fund three fourths (75%).
- **Allocate a total of $52,666 dollars to the Academic Resource Center.**

MOTION: Lazaro Cardenas/Ashley Hong	**VOTE:** 5/4/1- Motion carries

- o **Graduate Student Association:**
    - ▪ GSA serves the needs of current and future graduate students with various services. They control the student graduate government, provide social and economic support, mini GSA funding-a graduate student organization within a particular department that help students get together.
    - ▪ **Funding for:**
        - • **Conference Travel Grants**: It is the most heavily used graduate benefit and those offer reimbursement to graduate students that are attending a conference which is usually $100 or presenting at a conference which is about $300 to $600 depending where the conference is at. The conferences are for students to show the work they are doing at UCR. They are asking for a total amount of 20, 000
            - o Last year they granted 642 travel grants for students and they use all of the money. This year already used 559 grants and they expect to exceed the amount they gave last year.
        - • **Lectures and conferences**: The idea is to have lectures at UCR and bringing other students, professors and speakers from other schools to talk at UCR. It helps students with professional development, showcase their research and network with other scientists from other schools. -$10,000 is the request.
            - o This year they plan to provide money for 10 conferences. Last year they were only given $5,000 and they were not able to fund all the lectures
            - o The chancellor matches the amount SSFAC gives to GSA. For example if we give them $10, 000, the Chancellor will also give them $10,000.
    - ▪ They are asking for an ongoing temporary funding for the staff- $25,140 plus benefits.
    - ▪ **Existing student assistant-** Handles conference travel grants and makes sure students are being reimbursed.
    - ▪ **Four new undergraduate students for front desk**- They want to separate the front desk from ASUCR therefore, they need more student workers.
    - ▪ The Travel Grants and the lectures are more beneficial for the students than the four student workers so they should look for funding somewhere else for the student workers. Jolene suggests that the graduate students and

ASUCR should collaborate. Therefore, SSFAC is only funding two assistants.

- **Fund a total of: $ 80,265 for GSA**

MOTION: Jolene Sedita/ Janice Tang	**VOTE:** vote: 7/4/3- Motion carries

7. Adjourn Meeting:

MOTION: Ashley Hong, Lazaro Cardenas	**VOTE:** unanimous-13 people

8. **Adjournment Time:** 4:58 pm