



Student Service Fee Advisory Committee
Thursday, January 25, 2018; 11:00 AM to 12:30 PM
HUB Room 379

APPROVED Meeting Minutes | Approved on 04.15.18 with amendments¹

Name	Association	Voting Privilege¹	Attendance²
Wen-Yu Chou	Undergraduate, Chair	X	P
Hayden Jackson	Undergraduate, Vice-Chair	X	P
Ruby Ramirez	Undergraduate	X	P
Johnathan Li	Undergraduate	X	P
Rachel Victoria Arroyos	Undergraduate	X	P
Semi Cole	Undergraduate, ASUCR VP of Internal Affairs	X	AL
Judit Palencia Gutierrez	GSA	X	AL
Derreck Carter-House	GSA	X	LE
Jose Medrano	GSA	X	AL
Richard Rodriguez	Faculty	X	P
Chia-en Chang	Faculty	X	P
Robert Brumbaugh	Staff	X	A
Sally Tavizon	Staff	X	P
Beau Young	ASUCR Alternate		AL
Amanda Kwo	ASUCR Alternate		A
Karina Masatani	ASUCR Alternate		P
Jose Cortez-Hernandez	Ex-Officio, ASUCR VP of Finance		AL
Aram Ayra	Ex-Officio, ASUCR President		A
Cathy Eckman	Ex-Officio, VCSA		P
Debra Meneely	Staff Support, VCSA		P
Brandon Lieu	Student Secretary, VCSA		P

¹ “X” indicates voting privilege

² P: Present | A: Absent | AL: Arrived Late | LE: Left Early

¹ Amendments are made in RED

1. Call to Order: **11:02 AM**

2. Approve the Agenda:

*Motion to Approve the Agenda by Derreck Carter-House, Seconded by Ruby Ramirez.
Agenda Approved without objection*

3. Subcommittee A Department Presentation: Graduate Student Association

- The Graduate Student Association was represented by *Nichole Ginnan*, who is the Vice President of Academic Affairs within the Graduate Student Association. *Nichole Ginnan* gave a brief overview of what the Graduate Student Association was and the reasons for its requests.
- Subcommittee & Committee Questions:
 1. *Derreck Carter-House* questions if there has been any effort made to make conferences more affordable and more competitive for funding. *Nichole Ginnan* clarifies that it is nearly impossible to do because of all the different research fields. Therefore, the association concluded that it was appropriate to be fair on travel by having a “cap” on travel grants. The goal of the travel grant is to provide opportunities and not “awards.”
 2. *Derreck Carter-House* questioned whether or not the Graduate Student Association has allocated \$93,000.00 in carry-over. *Nichole Ginnan* clarified that the carry-over has been utilized for travel grants but none of it has been earmarked for co-sponsorships.
 3. *Derreck Carter-House* questioned whether there has been any efforts of the association to reach out to any other departments or the alumni foundation for matching awards for the travel grants. *Nichole Ginnan* clarifies that the Social Sciences do match travel grants and the association does reach out to the alumni foundation for support.

4. Subcommittee A Department Presentation: Career Services Center

- The Career Services Center was represented by Director *Sean Gil*. *Sean Gil* gave a short introduction of what the Career Services Center is and the impact it has made on students professionally. *Sean Gil* also emphasizes the importance of the funding received by SSFAC and the results it has yielded this past year alone with the Career Services Center’s new location near the University Lecture Hall (UNLH).
- Subcommittee & Committee Questions:
 1. *Rachel Victoria Arroyos* questioned whether or not the \$500,000.00 in carry forward has been utilized. *Sean Gil* clarified that the carry forward has been saved for furniture and the department is currently waiting for the bill from the furniture company.
 2. *Rachel Victoria Arroyos* questioned whether or not it is sustainable to decrease the amount of Student Front Desk Assistants. *Sean Gil* clarifies that although the Career Center is moving towards a more automated model of having students sign in through tablets by the front desk, it is an “unattractive model” to have no students at the front desk. A student should be welcomed and thanked for visiting the career center.

3. *Derreck Carter-House* questioned if there was a benchmark for the internship pilot program. *Sean Gil* clarified that through Department Collaboration with the Academic Resource Center, there was a proof of concept through Orbits.
 4. *Derreck Carter-House* questioned if there was a collaboration between the Career Services Center and the Graduate Division for Undergraduate Student Research Opportunities. *Sean Gil* clarified that there is a current collaboration with CNAS Departments on internships or research opportunities.
5. Subcommittee A Department Presentation: Student Conduct & Academic Integrity Programs
 - Student Conduct & Academic Integrity Programs was represented by Assistant Director *Kyle McStay* who gave a brief overview of the goals, mission, and vision of SCAIP.
 - Subcommittee & Committee Questions:
 1. *Sally Tavizon* questioned if there was permanent funding from the Provost or State of California for all the required state mandated training. *Kyle McStay* clarified that the University of California Office of the President (UCOP) has not increased or made funding allocations for the mandated training.
 2. *Sally Tavizon* questioned what programs are hosted by SCAIP. *Kyle McStay* clarified that the department provides presentations on academic integrity. The department also “tables” during Wednesday Involvement Fairs and when requested provides a presentation upon requests to departments and graduate divisions on the topic of Student Judicial Processes and Academic Integrity.
 3. *Derreck Carter-House* questions how many students the department serves. *Kyle McStay* clarified that over 1,695 students have been to the office and this does not account for “repeat” visitors.
 4. *Rachel Victoria Arroyos* asks for clarification in regards to SCAIP’s presentation during orientation. *Kyle McStay* clarifies that SCAIP presents to parents during the orientation.
 6. Subcommittee A Department Presentation: Campus Advocacy, Resources & Education
 - Campus Advocacy, Resources & Education (CARE) was represented by Director *Nadia Palacios* who gave a brief overview of the newly developed department. “CARE is an intervention and prevention support program dedicated to ending sexual violence at UC Riverside. We seek to inspire and cultivate a culture of care by providing resources, advocacy and educational programming related to issues of sexual assault, relationship violence and stalking.”
 - Subcommittee & Committee Questions:
 1. *Derreck Carter-House* questions if the department will accept partial funding for the student assistants and whether or not all students are employees within the Department. *Nadia Palacios* clarifies that the department already receives partial funding from the Provost and that only 7 students are paid employees. 23 other students are volunteers and are not paid.
 2. *Judit Palencia Gutierrez* questions whether or not graduate students are involved with the Department. *Nadia Palacios* clarifies that there is a collaboration between the graduate division, Dial, and CARE. There are also specific office hours for graduate students.
 3. *Sally Tavizon* questions if there are any efforts made to secure grant funding from outside sources. *Nadia Palacios* clarifies that there has been an ongoing effort to secure funding from outside sources. Efforts have been made within the Office of

Violence Against Women with the United States Department of Justice to secure funding as well.

7. Subcommittee A Comments

- No Subcommittee A Comments

8. Chair Comments

- *Chair Chou* gives a brief overview of the next meeting on February 1, 2018 where departments from Subcommittee B will be presenting to the Committee. *Chair Chou* suggests for Subcommittee B to meet before the presentations to develop questions in regards to the Departments' narratives.

9. Public Comments

- ~~*Not Applicable*~~ No Public Comments

10. Adjourn: **12:30 PM**

*Motion to Adjourn by Jose Medrano, Seconded by Sally Tavizon.
Adjournment Approved without objection*