Student Service Fee Advisory Committee
Thursday, April 26, 2018; 11:00 AM to 1:00 PM
HUB Room 379
APPROVED Meeting Minutes | Approved on May 3, 2018

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

1 "X" indicates voting privilege

2 P: Present | A: Absent | AL: Arrived Late | LE: Left Early
1. Call to Order: **11:06 AM**

2. Approve the Agenda:
   
   **Motion to Approve the Agenda by Derreck Carter-House, Seconded by Richard Rodriguez**

   *Agenda Approved without Objections*

3. Approve Meeting Minutes – February 8, 2018
   
   • **Motion to Approve the Meeting Minutes of February 8, 2018 by Derreck Carter-House, Seconded by Richard Rodriguez**
   
   *Meeting Minutes Approved without Objections*

4. Approve Meeting Minutes – February 15, 2018
   
   • **Chia-en Chang** indicates that her attendance should be marked as “AL: Arrived Late” instead of “A: Absent” due to a comment she made during that meeting.
   
   • **Johnathan Li** indicates that “Kenneth Simons” should be spelled as “Kenneth Simmons”
   
   • **Motion to Approve the Meeting Minutes of February 15, 2018 by Derreck Carter-House, Seconded by Johnathan Li**
   
   *Meeting Minutes Approved without Objections with changes*

5. Approve Meeting Minutes – February 22, 2018
   
   • **Motion to Approve the Meeting Minutes of February 22, 2018 by Richard Rodriguez, Seconded by Chia-en Chang**
   
   *Meeting Minutes Approved without Objections*

6. Approve Meeting Minutes – March 1, 2018
   
   • **Chia-en Chang** questions her attendance. She was marked as absent, but vaguely remembers her attendance at the meeting. **1**
   
   • **Johnathan Li** and **Brandon Lieu** both confirm that the two notebooks used for scribing meeting minutes do not have **Chia-en Chang** present at the meeting on March 1, 2018.
   
   • The Meeting Minutes of March 1, 2018 was tabled until the next meeting to confirm whether or not **Chia-en Chang** signed the sign-in sheet.

7. Approve Meeting Minutes – March 8, 2018
   
   • **Motion to Approve the Meeting Minutes of March 8, 2018 by Chia-en Chang, Seconded by Derreck Carter-House**
   
   *Meeting Minutes Approved without Objections*

8. Approve Meeting Minutes – March 15, 2018
   
   • **Motion to Approve the Meeting Minutes of March 15, 2018 by Richard Rodriguez, Seconded by Chia-en Chang**
   
   *Meeting Minutes Approved without Objections*

9. Review SSFAC Applications, Recommendation, and Vote on Memberships

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1An email on February 22, 2018 confirmed that **Chi-en Chang** will not be in attendance on March 1, 2018 due to a prior commitment at UC San Diego
• Undergraduate Students
  ▪ Reappointments:
  ▪ Motion to reappoint Rachel Victoria Arroyos, Karina Masatani, and Johnathan Li as Undergraduate Voting Members by Derreck Carter-House, Seconded by Richard Rodriguez.
  ▪ Reappointments Approved without Objections
  ▪ Undergraduate Voting Members:
  ▪ Evan McGuffin:
    o Motion to appoint Evan McGuffin as an Undergraduate Voting Member by Hayden Jackson, Seconded by Johnathan Li
    o Evan McGuffin appointed as an Undergraduate Voting Member without Objections
  ▪ Lennin Kuri:
    o Motion to appoint Lennin Kuri as an Undergraduate Voting Member by Hayden Jackson, Seconded by Karina Masatani
    o Lennin Kuri appointed as an Undergraduate Voting Member without Objections
  ▪ Undergraduate Alternate Members:
  ▪ Gabriel Guzman:
    o Motion to appoint Gabriel Guzman as an Undergraduate Alternate Member by Hayden Jackson, Seconded by Richard Rodriguez
    o Gabriel Guzman appointed as an Undergraduate Alternate Member without Objections
  ▪ Gustavo Tinajero:
    o Motion to appoint Gustavo Tinajero as an Undergraduate Alternate Member by Hayden Jackson, Seconded by Karina Masatani
    o Gustavo Tinajero appointed as an Undergraduate Alternate Member without Objections

• Graduate Students
  ▪ Reappointments:
  ▪ Motion to reappoint Judit Palencia Gutierrez and Derreek Carter-House as Graduate Voting Members by Johnathan Li, Seconded by Chia-en Chang
  ▪ Reappointments Approved without Objections
  ▪ Graduate Voting Member:
  ▪ Stephanie King:
    o Motion to appoint Stephanie King as a Graduate Voting Member by Derreck Carter-House, Seconded by Richard Rodriguez
    o Stephanie King appointed as a Graduate Voting Member without Objections
  ▪ Graduate Alternate Member:
  ▪ Jemuel Garcia:
    o Motion to appoint Jemuel Garcia as a Graduate Alternate Member by Derreck Carter-House, Seconded by Johnathan Li
    o Jemuel Garcia appointed as a Graduate Alternate Member without Objections
10. Bylaw Review, Discussion, & Vote (Item by Item)
   - Bylaw Item #4 – Article III: Section G: Number 3
     ▪ Change in wording and addition of: “Remuneration shall normally be computed on the basis that student Committee members receive payment for the equivalent of one (1) year’s Student Services Fee (fall, winter, and spring), the Vice Chair receives payment equal to one (1) year’s Student Services Fee (fall, winter, and spring), and $3,000 stipend, and the Chair receives payment equal to one (1) year’s Student Services Fee (fall, winter, and spring) and $6,000 stipend. All stipends shall be paid according to current University policy and processes, with every attempt made to pay stipends on a monthly basis. All stipends shall be prorated for length of service, if applicable, and all stipends are annual amounts. University checks shall be prepared in three equal amounts and paid at the end of each academic term (quarter) unless otherwise specified by vote of the Committee.”
     ▪ Motion to Approve Bylaw Item #4 by Derreck Carter-House, Seconded by Johnathan Li
       ▪ Roll Call Vote [Yea: 6 | No: 0 | Abs.: 0]
         ○ Rachel Victoria Arroyos: yea
         ○ Johnathan Li: yea
         ○ Hayden Jackson: yea
         ○ Richard Rodriguez: yea
         ○ Chia-en Chang: yea
         ○ Derreck Carter-House: yea
     ▪ Bylaw Item #4 Approved Unanimously
   - Bylaw Item #5 – Article III: Section G: Number 4
     ▪ Removal of: “Members must attend at least 60% of the scheduled meetings in order to receive full payment as described above.”
     ▪ Motion to Approve Bylaw Item #5 by Hayden Jackson, Seconded by Derreck Carter-House
       ▪ Roll Call Vote [Yea: 6 | No: 0 | Abs.: 0]
         ○ Rachel Victoria Arroyos: yea
         ○ Johnathan Li: yea
         ○ Hayden Jackson: yea
         ○ Richard Rodriguez: yea
         ○ Chia-en Chang: yea
         ○ Derreck Carter-House: yea
     ▪ Bylaw Item #5 Approved Unanimously
   - Bylaw Item #6 – Article III: Section G: Number 6
     ▪ Removal of: “Enforcement: The Chair shall review participation by members on a quarterly basis. The Chair may recommend denial of deny payment of remuneration and a Committee member may be subject to removal (Article III, Section D), for participation deemed inappropriate subject to 2/3 vote of the Committee.”
     ▪ Motion to Approve Bylaw Item #6 by Hayden Jackson, Seconded by Richard Rodriguez
       ▪ Roll Call Vote [Yea: 6 | No: 0 | Abs.: 0]
         ○ Rachel Victoria Arroyos: yea
• Johnathan Li: yea
• Hayden Jackson: yea
• Richard Rodriguez: yea
• Chia-en Chang: yea
• Derreck Carter-House: yea

  ▪ Bylaw Item #6 Approved Unanimously

• Bylaw Item #30 – Article III: Section D
  ▪ Change: “Committee members may be removed for failure to carry out responsibilities as outlined in the Bylaws. Removal of a Committee member is initiated by the Committee of 2/3 vote, and requires consultation with the selecting body, and approval by the Chancellor or Chancellor’s Designee.”
  ▪ Motion to Approve Bylaw Item #30 by Hayden Jackson, Seconded by Derreck Carter-House
    ▪ Roll Call Vote [Yea: 7 | No: 0 | Abs.: 0]
      o Rachel Victoria Arroyos: yea
      o Johnathan Li: yea
      o Hayden Jackson: yea
      o Richard Rodriguez: yea
      o Chia-en Chang: yea
      o Derreck Carter-House: yea
      o Jose Medrano: yea
  ▪ Bylaw Item #30 Approved Unanimously

• Bylaw Item #29 – Article V, Section F
  ▪ Addition of: “Minutes, including the date, time, place, names of members present and absent, and an accurate summary of arguments and decisions made, shall be maintained and provided by the Committee to all members and any member of the University community upon request. The Committee shall make recordings of each meeting, for assistance in preparing these minutes, and shall make these recordings accessible to any person who would like to access them at any time for any reason.”
  ▪ Motion to Approve Bylaw Item #29 by Hayden Jackson, Seconded by Jose Medrano
    ▪ Roll Call Vote [Yea: 5 | No: 0 | Abs.: 2]
      o Rachel Victoria Arroyos: abstain
      o Johnathan Li: yea
      o Hayden Jackson: yea
      o Richard Rodriguez: abstain
      o Chia-en Chang: yea
      o Derreck Carter-House: yea
      o Jose Medrano: yea
  ▪ Bylaw Item #29 Approved

11. Chair Elections
  • Hayden Jackson nominated Johnathan Li for Chair. Johnathan Li accepts his nomination.
  • Since there was only one candidate for Chair, the Committee decided to ask two questions to the Chair Candidate. Richard Rodriguez asks “What is your vision for the Committee” and Derreck Carter-House asks “How will you enforce and increase participation in the Committee?”
• The Committee held a closed ballot for the Chair Elections.
  ▪ **Johnathan Li** – **Yea: 7 | No: 0 | Abs.: 0**
  ▪ **Johnathan Li elected Chair of SSFAC for the Academic Year of 2018 – 2019 by Unanimous Vote**

12. Chair Comments
  • **Hayden Jackson** comments that it was nice working with everyone. The next and last meeting will be a Luncheon on May 3, 2018 where the Interim Dean of Students, Joe Virata, will be present.

13. Public Comments
  • No Public Comments

  *Motion to Adjourn by Jose Medrano, Seconded by Derreck Carter-House.*
  *Adjournment Approved without Objections*