



2012-2013 Student Services Fee Advisory Committee
 For 2013-2014 Budget
 Date: 04/09/13
 Time: 03:00 – 05:00 PM
 Location: Hinderaker Basement Conference Room

Name	Association	Voting ¹ Privilege	Attendance
Cardenas, Laz. [Alt]	ASUCR	X	L
Cervantes, Serena	GSA	X	P
Diaz, Jose	Staff	X	P
Dow, Liam	ASUCR	X	L
Fan, Li	Faculty	X	A
Flores, Stephanie	Ex-Officio-AP&B	-	P
Hong, Ashley	ASUCR	X	A
Jo, Kevin	ASUCR	X	P
Jones, Aaron	GSA	X	P
Kim, Crystal	ASUCR	X	P
Kim, Danny	Ex-Officio-VCSA	-	P
Michels, Georg	Faculty	X	A
Polishko, Anton	GSA	X	P
Salazar, Susana	Ex-Officio-AP&B	-	P
Sedita, Jolene	Staff	X	P
Smith, Vanessa	ASUCR	X	P
So, Eric [Alt]	ASUCR	X	P
Taliaferro, Alexander	ASUCR	X	L
Choi, Erica	Secretary	-	P
Lillie, Sue	Staff Support	-	P
Guests			

P- present A-absent L-late Exc.-excused

¹ X indicates voting privilege

Meeting Minutes

1. Welcome 3:06 PM

2. Approve Agenda

MOTION:	Serena Cervantes/ Vanessa Smith
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- a. Move to approve agenda for 04/09/13 meeting
 - i. Vote: unanimous – motion carries

3. Approve Minutes

MOTION:	Serena Cervantes/ Kevin Jo
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- a. Move to approve minutes for 01/18/13 meeting
 - i. Vote: unanimous – motion carries

4. Review Subcommittee Reports

- a. Subcommittee B still needs to revise and amend report, so will be discussed at a later time
- b. The first two columns on the addenda request spreadsheet indicated requested amounts by the department; the middle two columns are subcommittee recommendations for the departments
- c. Table 3 of Projected Expenditures and Revenue for Fiscal Year 2012-13 to 2016-17 has been updated
 - i. Benefits will not be funded, which increases revenue.
 - ii. \$600K is already set aside, which leaves \$1.8M in unallocated cash at end of this fiscal year
 - 1. This amount will be given until next year; departments will have to put in new requests afterwards
- d. Subcommittee A:
 - i. Academic Resource Center
 - 1. Early Warning Program was developed a few years ago to work with classrooms, targeting at-risk students who needed help in general education, science, math, etc. Professors conduct exams in the first few weeks, then report these at-risk students to the ARC. On average, 7200 students are served in an academic year
 - 2. In 2010 started with 16 courses, and since then has greatly grown. In high demand by faculty to help students academically succeed. Students who use the ARC typically earned higher grades than those that did not utilize the program
 - 3. Unfortunately, funding limits the department program and its hiring of student staff
 - 4. Subcommittee recommends funding their top two requests: SAOII coordinator of EWP and Peer Educators + benefits
 - 5. 50% is funded by revenue from English/Math student placement exams

6. Definitely a successful and effective program that is working for students
 - a. Although in the past this program was reluctantly funded, statistical evidence and SPSS has provide it to be very effective
- ii. Career Center
1. Will be moving to the bottom floor of Bookstore in 2015
 2. Would like to expand strategic plans for technology and extend services to graduate students
 - a. Also focus on expansion of recruiting relationships, and deploy state of the art technology
 3. Total request of \$223,375
 - a. Biggest priority is SAOIII Employee Outreach Manager to expand relationships UCR has with employers and to attract bigger name employees
 - i. Recommend temporary funding of \$73,140 which includes salary and benefits
 - b. Continuing simplicity contract fund of \$27K, which runs the database of jobs (ie. Scotjobs), which is the standard across the UC's, and to further showcase the student body to potential employers
 - c. Employee Outreach Manager will work 1:1 to get new companies to come to UCR and to network, while someone else will continue to host events for the department
- iii. Graduate Student Center
1. Helps fund graduate students with conference travel grants and co-sponsors seminars on campus
 2. However, is a limited program because it only serves the small population of graduate students on campus
 3. Requests continued funding of AIII:
 - a. \$20K for travel
 - b. \$5K for co-sponsorship of lectures
 4. Serena explains that the GSA is especially beneficial in having campus conference be co-sponsored. Graduate students need to get their names and research out at conferences, rather than through a job search.
- iv. International Education Center
1. This department helps all the international students at UCR by helping them with legal paperwork, visas, and counseling
 - a. Basically helps them acclimate to US life

2. Under really tight budget restraints, only one person is responsible for counseling and paperwork help for about 1400 students
 - a. The number of international students is projected to increase 200 more by next year, and by 2015 up to 2000 students total
 - b. Typically, 500 students should be allotted to one counselor; currently, UCR doubles that number for counselors
 3. Requesting funding for SAOII
 4. Also requesting for extra positions to help students with counseling and visa work separately
 5. There is a peer advising problem, with essentially 30 peer advisors making up this department
 - a. These positions are essentially volunteer positions, but are required just to coordinate the department
- v. School of Medicine – Health Professions Advising Center
1. This is their first year coming to SSFAC for funding requests
 2. HPAC was initially under CNAS, but at the end of fiscal year 2010 CNAS could not afford to keep it under budget, so employees were given the pink slip. Was picked up by School of Medicine because it is a vital service for students interested in medical field
 - a. However, now that SOM is not offering to fund HPAC, will this create a problem with other departments that do not request funding from SSFAC to request in the future?
 3. Provides service by giving 1:1 counseling for students interested in the medical field by giving in-depth appointments and presenting research with direct connections to people in the industry
 - a. Over 1100 advising appointments are made in an AY, as well as drop-in peer mentoring and guest workshops. In total, serves about 5600 students
 4. Requests 50% funding (\$45,566) which includes Hill's salary and benefits
 5. Chair Jones: We need to consider whether this department falls under academic advising or career counseling, which could then be delegated to CNAS and CSC, respectively. Why are CNAS advisors not trained to help these students?
 - a. Jolene answers that CNAS deals with student courses and graduation, while HPAC can help students of all colleges who are interested in the medical field. While the Medical Scholars Program helps undergraduates, it is limited because students have to be accepted into the program

- b. Eric also mentions that the HPAC is helpful because students gain direct contact information and links to gain entry into the medical field, as well as into SOM
- c. Danny mentions HPAC might be able to gain funding from campus general funds
- e. Subcommittee C:
 - i. Most of the ethnic/gender student programs requested additional staff to help deal with student crisis
 - ii. Also need to consider the new Middle Eastern Student Center
 - iii. African Student Program
 - 1. Request largely asked for travel to African Black Coalition Conference for 60 students from UCR
 - 2. Academic Mentorship Program – can be categorized under Mental Health Initiative because it provides peer mentoring and creating community
 - 3. They require basic costs of keeping services open to students, such as office supplies and mail services
 - 4. Total recommended amount is \$13,489
 - 5. Student Assistants are on-going temp
 - 6. Liliana Monter is requested to be made into a full-time employee
 - 7. Printing is a big draw in not only ASP, but other departments as well to students
 - iv. Asian Pacific Student Program
 - 1. Asking for same programming that was covered last year, with one additional cost
 - a. Risk management now requires students doing outreach with minors to go through a background check. This check is \$69 per student, so total requested is \$828 to continue with community outreach
 - v. Chicano Student Program
 - 1. Asking for SAOI to expand Chicano Link Peer Mentor Program. Helps with student retention and academic success. The SAOI will be in charge of this program
 - a. 1/3 of UCR population identify as Latina/o
 - 2. Also requires funding for background checks, as this program does a lot of community outreach
 - a. Crystal asks if they can gain funding for this issue through ASUCR and apply for state grants
 - vi. Native American Student Program

1. The Native Nations Liaison provides job opportunities with tribal leaders, as well as events and celebrations
 2. American Alumni Mentorship program helps graduating students find jobs and mentor them after graduation
 3. Caters to a smaller population on campus, so costs can be cut in this department as seen fit
- vii. Middle Eastern Student Center
1. A new department proposed by students that have been in the works for couple years
 2. Requests two SAO's and student assistant, but would like to first work on hiring the two SAO's to develop the center
 - a. Might remove one SAO and put in student works, but will need to be deliberated further
 3. Their lack of an office is still an issue
- viii. LGBT Resource Center
1. 2 SAO's are currently doing the job of 3. Requesting one more SAO or a student intern with a 2-year contract
 - a. Currently, their graduate intern summer stipend brings in 2 non-UCR graduate students to help with Highlander Orientation. Housing is provided, so only a minimum salary is given to have these interns over the summer
 - b. With the recent transgender student suicide at UCR, Nancy stresses the importance of having adequate staffing to further help students in crisis, seeing that their current employee Mark is now being shared with WRC
 - c. Request of \$46K will include salary and benefits for one year- request will need to be made again next year for a 2-year contracted employee
- f. Subcommittee D:
- i. Dean of Students
 1. \$16,320 requested for student assistants who will hold permanent office positions, as well as for programming and outreach
 - a. Includes case manager, mental health outreach coordinator, executive assistant, planning, programming, data banking, and advertising
 2. \$5000 requested for common ground facilitator education and experience, which is a program during the summer for freshman to experience the campus and highlights diversity
 3. Fund Active Minds student assistant, who will do outreach to dismantle the bad stigma around mental illness

- a. Also add \$653 for benefits for these assistants
- ii. The WELL
 1. Recommend funding \$28150 for basic office functions
 2. Also recommending a block sum of \$10K for the new director to allocate the money as needed in the department
 3. \$5304 for student front desks
- iii. Student Conduct and Integrity Program
 1. Reports behavioral issues and due processes regarding rules
 2. Recommending \$30,289 for SCAIP
 3. Choosing at the moment now to fund for a new SAO, so all related costs such as start-up is subtracted
 4. Requested funding for Academic Integrity Seminar coordinators for students, which is run by students to clarify academic integrity
 - a. Student jobs are integral on campus, so would like to recommend this as temporary funding, although it was originally requested as permanent funding
 5. Licensing fees are to help run the department through the use of the program Advocate, which essentially documents every meeting and outcome in this department
- iv. Student Life
 1. Supports students outside of the classroom
 2. Request funding for Highlander Link, which provides for club functions and community outreach
 3. Commuter program is also helpful for commuting students
 4. Recommending \$26K for student assistants
 5. \$18,250 in licensing fee for Highlander's license is needed, which helps the organization run programs
 6. Highlander Orientation: separate from Student Life
 - a. Projected expenses for 2013 is \$1M with a projected income of \$750K. Not recommending to fund because it is not a realistic demand for SSFAC to cover
 - b. To be further discusses whether making this a mandatory program will alleviate these financial issues or not
 7. University Band
 - a. \$26,500 needed for providing them with new instruments, but \$10K in block fund can be recommended for their continued school spirit and inspiration
- v. Student Health Center
 1. Requested \$78K for renovations for their insurance wing, as well as for 2 new exam rooms and a health physician

- a. Currently, 4 physicians are serving 27-30 patients a day, with a lack of rooms and long waiting times. Hoping to reduce student-patient activity by 5-7 for each physician
- 2. To be discussed further, but Danny mentions funding can come from capitak reserves
- vi. Counseling Center
 - 1. Helps students' mental and emotional health
 - 2. Biggest request is to keep Dr. Hung with a salary increase, as she has important connections with patients here on campus
 - 3. UCOP requires licensing fees with Point and Click
 - 4. Total recommendations add up to \$8404
- g. Subcommittee B and E will be discussed at next meeting

5. Adjourn Meeting

MOTION:	Liam Dow/ Serena Cervantes
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- a. Move to adjourn 04/09/13 meeting
 - i. Vote: unanimous – motion carries
- 6. Adjourn 4:57 PM**