



**Student Service Fee Advisory Committee  
 Friday, February 20, 2015; 4:00 to 6:30 PM  
 HUB Room 379  
 Meeting Minutes**

<b>Name</b>	<b>Association</b>	<b>Voting Privilege<sup>1</sup></b>	<b>Attendance</b>
Alexander Taliaferro	<b>ASUCR</b>	<b>X</b>	<b>P</b>
Jon Cassell	<b>ASUCR</b>	<b>X</b>	<b>P</b>
Fernando Echeverria	<b>ASUCR</b>	<b>X</b>	<b>L</b>
Sean Fahmian	<b>ASUCR</b>	<b>X</b>	<b>P</b>
Nafi Karim	<b>ASUCR</b>	<b>X</b>	<b>P</b>
Iris Jiang	<b>ASUCR</b>	<b>X</b>	<b>A</b>
Wen-Yu Chou	<b>ASUCR Alternate</b>	<b>-</b>	<b>P</b>
Jordan Meltzer	<b>ASUCR Alternate</b>	<b>-</b>	<b>A</b>
Suraj Wadhvani	<b>ASUCR Alternate</b>	<b>-</b>	<b>A</b>
David Chavez	<b>GSA</b>	<b>X</b>	<b>P</b>
Terrance Stewart	<b>GSA</b>	<b>X</b>	<b>P</b>
Jason Rothman	<b>GSA</b>	<b>X</b>	<b>A</b>
Ted Mock	<b>Faculty</b>	<b>X</b>	<b>A</b>
Luis Alvarez	<b>Staff</b>	<b>X</b>	<b>P</b>
Cindy Flannery	<b>Staff</b>	<b>X</b>	<b>P</b>
Susana Salazar	<b>Ex-Officio RP&amp;B</b>	<b>-</b>	<b>P</b>
Cathy Eckman	<b>Ex-Officio VCSA</b>	<b>-</b>	<b>P</b>
Diana Echeverria	<b>Secretary</b>	<b>-</b>	<b>P</b>
Sue Lillie	<b>Staff Support</b>	<b>-</b>	<b>A</b>

P: Present A: Absent L: Late E: Excused

<sup>1</sup> X indicates voting privilege

1) Call to Order: **4:15 PM**

2) Approval of Agenda

*Motion to Approve Agenda by Jon Casell, Second by Luis Alvarez.*

*Vote: Yes: 7, No: 0, No:0*

***Agenda Approved Unanimously***

3) Approval of Minutes for 2/06/2015

*Motion to Amend to mark Suraj Wadhvani and Wen-Yu Chou Absent.*

*Motion to Approve Amended Minutes 2/06/2015 by David Chavez, Second by Jon Cassell.*

*Vote: Yes: 7, No: 0, No:0*

***Amended Minutes Approved Unanimously.***

4.) Approval of Minutes for 2/13/15

*Motion to Amend minutes to give Jordan Meltzer voting privilege due to low attendance*

*Motion to Approve Amended 2/13/15 Minutes by Sean Fahmian, Second by Jon Cassell.*

*Vote: Yes: 4, No: 0, Abstain: 3*

***Amended Minutes Approved.***

5) Subcommittee A Presentation on Recommendations

a.) Committee Discussion

***Academic Resource Center***

**Sean Fahmian:** For the ARC, the requests were all geared towards the Writing Support Program. They had some evidence showing that there were improvements in the writing of students. They wanted to implement this permanently. Their number one priority was a program coordinator for \$64,000. Their second priorities were for senior learning skill counselors. These are graduate students who oversee the program and peer writing tutors. Peer writing tutors are undergraduate students. The last request was administrative goods and supplies. Going through this we didn't want to fund the program coordinator, we didn't want to make that kind of commitment. We decided to partially fund the undergraduate and graduate students. The writing specialists, we decided to fund it 75% which brought it to around \$100,000. For the peer writing tutors, we decided to go with four student employees instead of five. Depending on what the funds look like in the future, we can fund some of the administrative stuff because I know we have done that in the past. We want to leave that blank for now. For now we wanted to focus on fostering that undergraduate student and graduate student relationships and have the people hired to have that program running.

**Luis Alvarez:** VC Sandoval presented his recommendation and it was \$52,666. So you're off by \$74,000.

**Sean Fahmian:** I chose not to look at Vice Chancellor Sandoval's recommendation because he didn't give us a basis on what he was recommending off of. As a committee, we felt that if it's student funds we should be making that decision. We felt this should be definitely funded and a good amount too.

**Luis Alvarez:** Was there any thought given to the peer writing tutors, currently they are at \$14.25 an hour. Did you consider reducing the salary? Is that more of an appropriate salary they suggested?

**Sean Fahmian:** I don't know if we have any power to reduce that amount. We can definitely ask them.

***Career Services Center***

**David Chavez:** Next is the Career Services Center. On the request is funding for a Corporate Relations position and career center software expenses. We still didn't get clarity on the requested amount for the position. This position has been vacated since October and this person would not be hired for a while. We think it's a priority but we still need some clarity on that number.

**Sean Fahmian:** We were thinking of making this a tentative funding priority. We want to agree to fund this when the position is filled, if that is possible.

**Cathy Eckman:** The funding is done July 1. So you should ask the department if they have any salary savings they can use to put towards next year's salaries and then you would make your recommendation.

**David Chavez:** For the software expenses, we are putting this as temporary funding. This has the ability to regularly impact students and that this is integral to their operations. Those were the only two requests.

***KUCR***

**Wen-Yu Chou:** For KUCR, their number one priority is for a custodian. They are working seven hours per week at \$16.32. The second one is for KUCR's archive assessment, preservation and

cataloguing. This is for preserving any documentation. This includes audio, photographs etc. They are asking for \$7,243 which has all been previously funded.

**Alex Taliaferro:** Where are they in the process to catalog? How many years will they take to complete this?

**Sean Fahmian:** I don't know when this will be completed but I know this is an ongoing process. A graduate student is consistently doing this throughout the year. They have multiple storage units of recordings and they are converting that from analog into digital. You have to have a professional doing this because it's all very fragile. It dates back 45 years ago. I will definitely follow up with Lewis on the progress of this.

### ***Graduate Student Association***

**Sean Fahmian:** We were trying to look into GSA and seeing where we could make cuts. Preston was very specific with his requests and the effect it has had in the past when it isn't funded. In the past all of these were funded, but for number four we funded half of that in previous years. The effect was detrimental because they had to stop programming and services offered to students to make up for that \$5,000. It also stopped the co-sponsorships within these different departments. In my opinion we should be promoting the cross department relationships. We decided to recommend that we fund the full amount which was \$95,743.

**Alex Taliaferro:** Last year we did not fund the 10,000? Last year we funded that amount.

**Sean Fahmian:** Last year we funded \$5,000. I think it was the student assistance that was changed.

**Alex Taliaferro:** He did mention that they needed a new front desk person. They were sharing one with ASUCR.

**Sean Fahmian:** It looks like half of it was funded by GSA and half of it by ASUCR. Now they need someone full time.

### ***International Student Resource Center***

**David Chavez:** For the ISRC they have one specific request which is for their building. We recommended funding this. They framed it as education support as well as emotional and psychological support. We didn't want to sacrifice the well-being of these students. It's an essential program.

**Sean Fahmian:** They mentioned that if this was not funded, they would have an 11,000 deficit. We could change that to \$11,000 next year to partially fund this so that they would be even for the next year.

### ***Child Development Center***

**Wen-Yu Chou:** For CDC, they asked for multiple requests but we decided to fund one of these. That one is for student workers. There are 36 student assistants there and we are going to fund 2/3rds of them which is 24 assistants.

**Sean Fahmian:** There's no way we can fund all those positions. We can definitely fund the student workers. We went with 2/3rds and that value can be adjusted.

**Jon Cassell:** How many toddlers do they watch?

**David Chavez:** It is 4 toddlers to one worker.

**Nafi Karim:** How were they funded in the past?

**Sean Fahmian:** The Chancellor helped with funding.

**Alex Taliaferro:** They also have income from payments the parents make.

**Cathy Eckman:** They are not usually funded by the Chancellor; they were in deficit position and the Chancellor helped fund some of that deficit. It's an enterprise that's under review because it cannot sustain itself right now. They aren't able to stay afloat under the current model. This money will help sustain them for a little bit and keep the fees down for students.

**Nafi Karim:** Would we not have a center if it wasn't funded?

**Cathy Eckman:** That's a campus decision. I think the campus has interest in trying to sustain it.

**Sean Fahmian:** Last year we didn't fund them at all.

**Alex Taliaferro:** Or the year before. They have been in this situation for quite a while.

**Terrance Stewart:** I think you are funding the students and not the staff positions.

**Sean Fahmian:** Yes. We aren't in the position to fund staff positions.

***Returned to KUCR discussion:***

**Luis Alvarez:** For KUCR, a graduate student works on the archives but you also said that there was professional care involved in the archives.

**Sean Fahmian:** The graduate student is a trained professional in this field.

**Luis Alvarez:** Is there a possibility that this will become a part time job or will it always be a graduate student position?

**Sean Fahmian:** I think it's always going to be student working in the position.

**Wen-Yu Chou:** It's also a part time staff.

**Luis Alvarez:** They currently get referendum money so they can't use any of those funds to go towards this?

**Sean Fahmian:** The KUCR referendum hasn't been raised in a long time. I know there was an effort to raise it but it didn't pass. They do receive money and that goes to the upkeep of everything there. There are student DJs that are paid and that isn't on the request. I'm sure they use those funds elsewhere.

**Susana Salazar:** It shows that they requested benefits but it's not included.

**Sean Fahmian:** That might be a discrepancy on the request.

**Alex Taliaferro:** They grouped it together in that \$7,000. I would not add it again.

***Career Center***

**Luis Alvarez:** In the past there was talk about being mindful about funding salaries and positions. Was there any thought behind that in priority one?

**Sean Fahmian:** We understand that this is useful for student. This position isn't filled right now but we will follow up with the Career Center and see the process behind funding that position would be. This has been funded for the past four year through SSFAC. It's one of those commitments that we have already made. This year could be a one of those turning points because it is vacated right now.

**David Chavez:** How are you rationalizing funding certain positions?

**Cindy Flannery:** We felt the same challenge. What are our priorities? How do we provide for them; yet, in keeping with their requests and the recommendations by the Vice Chancellor? The fact that there isn't money to really be too gregarious on some of these additional requests for staffing makes it difficult. It's keeping the status quo and that's unfortunate because there are a lot of good requests.

**Nafi Karim:** We felt that every department ask is legitimate and valuable but we try to be as frugal as possible. Every subcommittee has to make the same tough call. Our goal is to try to sustain it.

**Luis Alvarez:** We took the stance that we would not fund any new positions. When positions are funded they have the mentality that they will continue to ask and continue to get.

**Terrance Stewart:** Needs change. You can't stop funding new requests. There may be a new need for it.

**Alex Taliaferro:** It's hard to make changes at this point. We are not even able to continue the status quo because we have less money than we did last year. Funding a position would mean defunding a position elsewhere. It's important to look at new positions and if one is really critical that it supersedes the need of another position, we are able to make that change. When a position is vacated we have the opportunity to change the status quo because there is no longer that ethical question of having someone leave their job. I think that this position for the Career Center is incredibly important to the students at UCR for their future.

**Luis Alvarez:** There are constantly changes in positions. You have to change to meet the need of the time. Just because you hire this position to do this job, that doesn't mean they will be doing that same job in a few years.

**Jon Cassell:** For the ARC, you already went \$75,000 dollars over from the VCSA recommendations. A position is open so if we cut the ARC we would have more money to fall back on.

**Nafi Karim:** Maybe we don't have to have some kind of policy that we shouldn't open any new positions. Just trimming down every department equally may not be the smartest way to go. This position in particular seems to be beneficial to students in all majors.

**Sean Fahmian:** We looked at each position questioned the impact it had on students and whether it is necessary to be there. With the ARC, this program coordinator is specifically for the Writing Support Program, but there are also graduate students who are writing specialists and they are highly capable of running the job the ARC wants. The writing support program can be run by graduate students since they are the TAs for English 1A, 1B and 1C. We can't fund the position because we don't have the money and it may not be absolutely necessary. There are a lot of factor that go into it. As for the Career Center, that person has been funded in the past because this person is building and maintaining relationships with companies for the benefit of students.

**Jon Cassell:** If we vote for tentative funding for the Career Center position, would that take away from the overall budget?

**Sean Fahmian:** We will be following up on that.

**Alex Taliaferro:** We can fund it minus any salary savings they have.

**Cathy Eckman:** I can give you that number next meeting.

### ***Graduate Student Association***

**Sean Fahmian:** Maybe we can look if Preston will be willing to bring forth a referendum for next year.

**David Chavez:** Adding a referendum at this point probably wouldn't pass.

**Cathy Eckman:** They are due by the 27<sup>th</sup> so it's too late this year. They can explore that in future years.

**Sean Fahmian:** We'll look more into the student assistant position because of the different values from last year's budget.

**Alex Taliaferro:** Conference travel grants are important but they also have other funds for that. It's close to \$150,000. A small cut there may not be too detrimental.

**Sean Fahmian:** Every cut made to that number is a cut in someone traveling to a conference. We can definitely ask Preston about it.

### 6) Subcommittee B Presentation on recommendations

#### ***Graduate Division***

**Terrance Stewart:** They made three requests. We decided to recommend to fund 50% for student workers. For the mentoring we split that in half as well. We split most things in half. We fully fund the Grad Success graduate writing center. For their 4<sup>th</sup> priority, we decided to fund 50% because we were not sure how much they need for the summer program so we suggested two workers instead of four.

**Fernando Echeverria:** Essentially we decided to recommend funding as much as we did last year.

**Sean Fahmian:** All these are for graduate students, right?

**Terrance Stewart:** Yes

**Luis Alvarez:** Is the \$20 hours for the consultants a fixed amount?

Terrance: They are graduate students so I think they get paid a little more but I'm not sure if it has to be exactly \$20.

**Sean Fahmian:** We saw something similar in the Writing Specialist, it was about \$24. It's a good

question to ask.

**Terrance Stewart:** I think they are getting paid \$20 because they only work four hours a week and they are trying to give them something worth their while.

### *Student Affairs Technology Services*

**Terrance Stewart:** For Student Affairs Technology Services, we decided to fund about half for their first priority. We decide to not fund any other requests.

### *Student Special Services*

**Terrance Stewart:** For Student Special Services we decided to fully fund their first priority which is for their Veteran Services Coordinator position. We decided not to fund the Alternate Media Specialist. We decide to fund the licenses because that software is mandatory.

**Sean Fahmian:** I remember her saying that this person in Veteran Services position is a great professional in this field. It would be good to keep her working with the Veteran Services.

**Terrance Stewart:** We decided to fund half of the Smart Pens. The ARC used to fund it but now they are not.

**Nafi Karim:** A lot of the student note-takers are volunteers.

**Alex Taliaferro:** They are saying they don't get good quality notes that way.

**Terrance Stewart:** It was their lowest priority.

**Alex Talieferro:** We need to ask what happened to the Smart Pens from the ARC?

**Nafi Karim:** If we did fund half of it, would the program still work the same way?

**Alex Taliaferro:** I think the most important part is the pens themselves. As far as a person to manage the pens, I think they will be able to get by.

**Cindy Flannery:** The graduate student to manage the Smart Pens is the \$3600. The ten Smart Pens are the \$1500. That's the \$5,100 overall.

**Luis Alvarez:** In terms of the student note-takers, looks like it is one student per 74 students. They have 800 students registered for their program. We have Barnes and Noble on campus now so why not partner up with them and ask them to donate. It seems it would be appropriate to build a business relationship.

**Sean Fahmian:** There is more that can be done with this than to go to the Student Services Fee to ask for funding. We are making statements as to what we would like to see funding.

Recommendations are an inadvertent proclamation on what they should focus on.

**Jon Cassell:** Can they do work study with the note-takers?

**Alex Taliaferro:** You can't guarantee that. Every department wants to hire work study.

### *Women's Resource Center*

**Terrance Stewart:** We are going to fully fund the student assistants and the fingerprinting. We want to fund half the supplies. We are fully funding the mail, the annual Microsoft fees, the training, and speaker fees. We are giving Scotty Cubs \$200 and not \$500. We did not fund the technology or the collaborative programming. The total request was almost \$41,000 but we ended up recommending \$33,000.

**Fernando Echeverria:** I'm going with the rate of last year. The way they described supplies seemed a little random.

### *Athletics*

**Terrance Stewart:** We decided to fund the academic break meals. We didn't fund the SAO I in the Registrars' office.

**Sean Fahmian:** That specific position only serves the 300 students. I don't think it is right that they have to continually come to SSFAC to fund that position.

**Jon Cassell:** Last year we didn't fund that. How did they fund that?

**Sean Fahmian:** They said that they had to take from other places such from supplies.

**Alex Taliaferro:** We did \$50,000 for the break meals.

**Sean Fahmian:** When we talked to them last year they almost expressed that they can improve if

they had more funding. As UCR expands, athletics will expand. Athletics won't make UCR expand necessarily.

**Nafi Karim:** Athletics could possibly find funding elsewhere.

7) Administrative Issues

8) Adjourn **5:51 PM**

*Motion to Adjourn by Terrance Stewart, Second by Sean Fahmian.*

*Vote: Yes: 9, No: 0, Abstain: 0.*

***Adjournment Approved Unanimously.***