

Student Service Fee Advisory Committee
 Friday, May 23, 2014; 3:00 to 5:30 PM
 HUB 379

Draft

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

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

¹ X - indicates voting privilege

1. Welcome Time: 3:17 PM

2. Approve Agenda:

MOTION: Kiera Lucas /Terrance Stewart	VOTE: -unanimous
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3. Approve Minutes: 05-06-14 and 05-09-14

- **On minutes 05/16/14- item # 3 should be 1.4, not 1.5 -May 06**

MOTION: Jolene Sedita/ Kiera Lucas	VOTE: 6/0/1- motion carries
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Lazaro: Seven minutes for presentation and three minutes for Q&A

4. Appeal: Jim Wooldridge-Athletics Department

- AD Wooldridge reads the document that states his appeal.
- The support provided by the Student Services Committee has been a critical source of funding for the UCR Athletics since the institutional commitment to raise the program to the division one level. Although the annual amount has varied the average allocation over the past eight years has been \$147,474. This funding has provided a great opportunity to develop the department. The anticipated decline in support begins with the allocation for 2013- 2014 and now for the recommendation for 2014-2015 creates a multiple of challenges for the program.
- Additional request of \$90,574.
- **Team Travel:** SSF has provided funding before. It has become necessary.
- We use 50% for sports programs and 15% for equipment.
- **Nutrition:** The meal allowance is barely enough to meet the nutritional needs of the student.
- **Transportation:** It is unsafe to use vans, it is better to travel by plane. Without the appropriate travel requirements, it would create a recruiting challenge.
- We have traveled the minimum, cut our meals, etc. There is nothing left for traveling. We have to take the money from equipment or scholarships.
- **Insurance Premium:** UCR does not provide insurance. The athletics program has to buy their insurance, which is \$147,589. We can bring it down to \$130,000. There has been an increase, which has had a big effect.
- **Sports Medicine:** We need 9% for rehab needs. If this service was off campus it would be about \$550,000.
- The student services fee traditionally has helped us. If we do not receive the funding we would have to cut in many areas.

5. Presentation By Jim Sandoval

- 20 minutes for presentation and 10 minutes for Q&A.
- **Jim:** We can engage in more discussions, but first of all, I want to thank the committee for their hard work. It has been difficult because of the limitations in funding and I do not want to make it more difficult. I recognize that there is not enough money. Student Affairs is looking for more funds. We are not trying to cut anything. The future does not look that bright. The only way to get more

funding would be through an increase in student service fees and students would not want that. Our enrollment is set, so next year there will be an increase of students.

- I will go through the strategic plans and the appeals in priority order. I am focusing on positions because there is always ways we can work with S&E. For example, when the staff leaves for maternity leave, it generates salary savings. There might be turn over positions that generates salary saving which can be used to help one area within the Student Service Fee. It becomes problematic when a position is not filled and we have to decide whether to let the position go or keep it. That is not to say that I do not have the programing side as a priority, I just think the positions are essential. I want to be clear that I am not trying to say we are going to terminate the positions, but that if we do not have enough alternative sources, we have to make a decision. I do not want to put that burden on you, if we don't fund all these positions that someone is going to be laid off.
- **Priority order:**
 - **Counseling Center:**
 - Priority 1 CPII is an existing position that had been funded through Student Mental Health Grant that is expiring in October. The initial request identified what the needs of the counseling service are. We try to maintain a student health care provider ratio of 1500 to 1. We are at the brink where we are going to be exceeding that. We are aware of the concern of limiting the availability of Counseling Psychologists. We are looking for extra funding and we have identified a Suicide Prevention Grant that we are applying for, but it is not for staff. We would have to terminate the position. The demand for mental health service is important. Therefore, it is our highest priority.
 - **Technology Services Position:** The committee had previously made a three year commitment. UCOP looked at all the Student Health Centers across the system and what they uncover was some significant vulnerability across the system for the University of California, Riverside. The committee made a commitment to this position to the health center. We were able to begin the process of replacing our entire server configuration and implement a new point and click to maintain accurate record for our patients and promote greater interaction between psychiatrist, and physicians. Having a secure environment makes our information non-vulnerable. The implementation of this service requires update and management. We cannot afford to lose this position or we see an immediate and significant impact.
 - **Alternative Media Specialist(SSS):** This position is one that is required for the American Disability Act. We are very mindful to our campus and we want to make sure that we are not only meeting the letter of the law requirement, but providing maximum opportunities for students with disabilities. If we do not fund the position, this prevents students from succeeding in the classroom. We would have to find a way to fund this position to prevent having problems with American Disability Act. Most importantly, we want all our students to succeed on campus.
 - **Student Affairs Officer (SCAIP):** The amount of time to deal with a case has created a lot of concerns. The process is delayed because there is not enough staff.

What we don't want is the cases being prolonged, which has an adverse impact on the wellness of students. We are worried about their mental health, which can affect their grades. In some behavioral cases it can be more stressful for students, depending on the nature of the case.

- **Counseling Center Positions:** The committee provided partial funding for a number of positions in the Counseling Center. That is what is representative in priority 5. This equates to one full time equivalent position. If funding is not provided for all three, basically we would be in a situation where we would have to eliminate the equivalent of a full time counseling position.
- **Technology Services & Career Center:** That is accurately explained in the original submittal document from the department. It is an area that we are paying greater attention to try to make investment to make sure that the students are progressing in finding a career. These services have a reliance on technological services. The students rely on the website to know about the events on campus, such as job fairs. We have talked about virtual websites to help students on the website when they are having a very difficult time.
- **Student Life Positions:**
- **Campus Activities coordinator:** The committee previously funded this position, but the funding ends this fiscal year. We are trying to keep that position.
- **Fraternity and Sorority Advisor:** The demand has increased. It does not look like any other community. Fraternities and sororities tend to be very homogenous and have great diversity. That brings communities together that would not necessarily interact with each other.
- **Student life:** Vitality- student pride- the position is self-explanatory in the description.
- **Questions:**
- **Lazaro:** What are the highlighted items on the priority worksheet?
- **Jim:** The highlighted items for TS is priority two, which is what the committee previously funded. The funding ended this fiscal year. It was the ongoing three year. I am not suggesting it is a low priority. There is low funding that is why I had to make priorities.
- **Jolene:** What is projected next year, if we have a lot of appeals? In future years we will have more appeals. The major request is positions. My concern is in future years, we are going to be in the same position. What happens when SSFAC comes and says we can't fund these positions?
- **Jim:** The ideal model for budgeting is using strategic plans. We have to know what we are trying to accomplish. We have to make priorities, and go down the list. There will always be disagreements, but priorities always have to be made. There is no other way, unless there was more funding.

6. Deliberate on final decisions:

- The amount we allocated for the first round was \$1,253,000
- Our original cap was \$1,400,000
- **#1 Counseling Center: Psychology II-**
- **Liam:** We wanted to fund it. We just wanted to know its importance. If we do fund it, we can make a condition. For example, if they have not looked for a grant, SSFAC will stop funding them.

- **Janice:** How would they show the progress of searching for a grant?
- **Liam:** You really cannot show it. You just have to tell them that they really have to look for a grant funding because SSFAC will stop funding. It is really hard to say no to an existing position that is why we cannot just fund any position.
- **Lazaro:** Each year SSFAC has their own anatomy, but since the same people will be on the next committee, the anatomy will be kind of the same.
- **Cathy:** They can apply to various grants, but that does not mean that they will get the grant. You want there to be some kind of criteria met. You have to be careful with your wording.
- **Luis:** They will not find a grant on vitality for sure.
- **Sue:** There is nothing to apply for, only the suicide prevention grant as Susan Allen-Ortega and VC Sandoval have indicated.
- **Lazaro:** I don't think they have a lot of program fund.
- **#2 Technology Service- Barnett ongoing:**
- **Sue:** I think four school years ago they thought there would be permanent money. This was to challenge the departments to actually use the money they were given and then at the end of the three year period there would be permanent funds.
- **Lazaro:** The intent was to turn it into permanent money, but we review it every year to make sure it was being used.
- **Sue:** In three years the positions would change. The Barnett position was someone else's who only made \$65,000 and now he makes \$92,000. It is a career technical position, which pays more.
- **General question:**
- **Liam:** How much money do we have left that we can allocate to meet the \$1.4 million?
- **Sue:** \$147, 000 is left to fund
- **Susana:** The only one that is not under Jims preview is Athletics so he set his priority as to what he thought was important.
- **# 3 Media Specialist:**
- **Alex:** We should not fund it.
- **#4 SAO II:** No comment
- **#5 Several Counseling Positions:**
- **Liam:** It is three different positions. It is good to make commitment to things we are already committed to.
- **Sue:** We fund permanent portion of positions. Now they are asking for the balance. They receive equities.
- One position is under recruitment. The following two are already filled. The names are the new positions, but we also reference people that used to be in that position.
- **Luis:** Does the salary on the spreadsheet account for salary savings?
- **Cathy:** This is the unfunded amount salary, so there is no salary savings. We need more than what we have. If there were salary savings we would go back to fund them through the salary saving program and go back to fund the needs of a department.

- **#6 Technology Services**
- There is currently no one in that position.
- **#7 websites**-filled –No comments
- **#8 Partial Positions- Technology Services for Elections**
- They already have some money. It is just additional money to cover the extras. They need the money for their own support. It is support for ASUCR elections.
- **#9 ASPB Advisory:** Part of their salary is being paid by SSF.
- **#10 Fraternity and Sorority Advisor:** No comments
- **#11 Vitality Advisor:** No comments
- **Athletics:**
- The last two total requests are of \$737, 589 overall. Then we have the additional 100,000 for Team Travel and then housing \$202,473.
- **Liam:** It is important, but we should not allocate that much money. The \$50,000 is adequate. The positions are more important because they serve a larger portion of students at this time.
- **Lazaro:** What was allocated last year?
- **Susana:** Last year we awarded the same amount as this year.
- **Sue:** They have a permanent SSFAC budget of \$1.5 million and general funds of \$1. 4 million.
- No more comments on appeals.
- **Lazaro:** Jolene spoke about what is going to happen in the future. It is better to make a decision or it will get harder every year.
- Motion to fund Athletics at \$50,000, with no additional funds.

MOTION: Liam Dow/ Jolene Sedita	VOTE: 7/0/0-motion passes.
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- **Liam:** We should fund mail services. Look at appeals. Fund #2: 65,000 like in previous years.
- **#5 Counseling Center:** Maintain commitment to position. Maybe we should not fund the number one priority because it is a new position.
- Fund \$65,000 for all the VCSA Priority 5. Than the \$65,536 for VCSA Priority #2(Barnett). He is important because he is in charge of securing the records.
- We would have to do his associated benefits.
- **Add mail services**
- Only two departments requested it in the appeals.
- African American Department: \$1,500.
- **Sue:** With Liam’s suggestion we are at about \$105,184 -Priority #2 and the 5 positions we are funding.
- Now we are at \$158,000 with to maintain the Counseling Center Psychologist, the previous ongoing of \$65,536 for Barnet and for the departments that requested the mail services. We are over by \$12,000.
- **Alex:** It’s a lot of money to fund for Barnett’s position. I think we should not fund this position.
- **Liam:** #9 is an ongoing fund, but we do not think it is top priority.
- For priority #2 (Barnett Position), we made a commitment for it for three years ongoing so we should keep our commitment.

- Barnett services the Counseling and Health Center. Security is the main thing in technology. It is really important to keep records private, so you can trust the system.
- **Jolene:** A few years ago we had breach credit cards. If something were to happen, it would be a huge problem.
- **Other Departments that should get funding:**
- **Jolene:** Give CSP at least some money for the background check, like about \$1,725.
- **Terrance:** Fund the four student assistant for the Native Student Program. Josh does everything by himself so he needs help. They were part of the ongoing funding.
- **Kiera:** We are already funding three of the positions so we would only have to fund one more position.
- **Sue:** Right now we have only funded them \$13,680 so they are short from their ongoing funding.
- Fund the Native American Student Program \$2,746, which includes benefits.
- Our initial goal was \$1.4 million, now we are at \$1,388,298. We are under by \$11,702.
- **Kiera:** I suggest funding for the International Education Center. Last year they appealed, and we gave the funding to them.
- **Alex:** It is not our responsibility; we should not fund the lease.
- **Sue:** We should be specific on the Chancellor letter why we did not fund the lease.
- **Cathy:** SCAIP deal with security and conduct- They are dealing with a lot of confidential information.
- The committee decided to fund Tech Services \$2,500, but then decided not to fund them anymore because the committee already approved \$2,190 for the alarm services. After a discussion the committee said no to the additional \$2,500.
- **Technology Service:** \$65,536
- **Mail Services for African American Student Program:** \$1,500 and \$2,300 for APSP.
- **Background Checks for CSP:** \$1,725
- **Student Assistant in Native American Student Program:** \$2, 746
- **Counseling Center:** \$60,764 for three positions to fully fund their equities.
- **Total \$132, 671**
- **Motion to allocate \$132, 671 to the affirmation appeals.**

<u>MOTION:</u> Jolene Sedita/Luis Alvarez	<u>VOTE:</u> 5/0/1-motion carries
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7. Approve SSFAC By-Laws Changes:

Motion to Change the By Laws

<u>MOTION:</u> Alex Taliaferro/ Terrance Stewart	<u>VOTE:</u> 6/0/0
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8. Reaffirm commitment for mandated Serves for Student Special Services interpreting real-time captioning transcription up to \$100,000.

- **Susana:** This is part of the request that Student Special Services made within their budget request and it is for the captioning services for the disabled students. This was voted on by the previous committees. A previous committees voted to backstop this funding, this means to cover the cost of this service up to \$60,000 from the Student Services Fee fund from UC's SSF and an additional \$40,000 from the UCR Student Services Fee, which is a total of \$100,000. The intent of the committee is to continue with this funding through the years, unless the committee decided to vote to stop that. In past years what happened is that the funding was included, but it was not something that was voted on. It was just reaffirmed by the committee that this funding was still there for SSS. Every year the amount changes, it usually varies under \$100,000 or over 100,000, but the committee is only committed to fund \$100,000. For 2013-2014, the amount is roughly \$92,000. This is a decision that you have to make to reaffirm the commitment. The money does not come from the \$1.4 million. We use reserves within the operating fund to cover it. In future years we have to look at it holistically because we do not see amounts increasing. Right now, you are looking at about \$178,000 in the UC fund and about \$217,000 in the UCR fund. Last year, the backstop \$100,000 was allocated. They really just get the amount that they need which was \$84,000 and this year it is expected to be \$92,000.
- The Committee decided to reaffirm their commitment.
- Motion to reaffirm SSFAC commitment to the Student Special Services backstop of \$100,000.

MOTION: Jolene Sedita/ Janice Tang	VOTE: 5/1/0-motion carries
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9. Administrative Issue:

- Next meeting 05/ 30/14

10. Adjourn:

MOTION: Jolene Sedita/ Terrance Stewart	VOTE: 6/0/0-motion carries
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11. Adjournment Time: 5: 18 PM