



2012-2013 Student Services Fee Advisory Committee
 For 2013-2014 Budget
 Date: 05/03/13
 Time: 12:00 – 1:00 PM and 2:00 – 05:00 PM
 Location: HUB 379

Name	Association	Voting ¹ Privilege	Attendance
Cardenas, Laz. [Alt]	ASUCR	X	A
Cervantes, Serena	GSA	X	P
Dow, Liam	ASUCR	X	P
Fan, Li	Faculty	X	P
Flores, Stephanie	Ex-Officio-AP&B	-	P
Hong, Ashley	ASUCR	X	P
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	A
Taliaferro, Alexander	ASUCR	X	P
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 12:10 PM

2. Approve Agenda

MOTION:	Serena Cervantes/ Crystal Kim
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- a. Move to approve agenda for 05/03/13 meeting
 - i. Vote: unanimous – motion carries

3. Approve Minutes

MOTION:	Ashley Hong/ Crystal Kim
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- a. Move to approve minutes for 04/26/13
 - i. Vote: unanimous – motion carries

4. Veitch Funding Request for Modular Units

- a. Presented by Danny Kim with handout titled “Proposed Modular Building Budget”
 - i. Previously approved to study new facility for counseling and health center, with \$6M set aside for capital project, keeping in mind it may not be enough
 - ii. Two options for the health center: 1. Renovate current building 2. Build a new building; architects have advised that it is better to build a new building, rather than renovating the existing building
 - 1. However, \$33-35M will be required for a new building
- b. Last fall, SSFAC decided that it can potentially fund \$30M by setting aside some money for 3-5 years to save up for capital reserve
 - i. Then, a referendum will be run and combined with the reserve money to finance a new facility
 - ii. In the meantime, both the counseling center and campus health center need more space for exam rooms and to hire more counselors
- c. Setting up modular buildings will create temporary space to bring in more doctors and reduce wait times
- d. The plan is to lease 4 trailers for 36 months, which will total to \$104K
 - i. Costs include: building ramps to meet requirements, preparing the site, utility for wires and pipes, CEQA environmental assessment, telecommunication charges, moving existing furniture and adding new equipment, restoration of site after lease
 - ii. Total amount for lease and all relevant costs for 36 months is about \$435K
 - 1. Each additional year to extend the lease is \$32K
 - iii. With plans to move Career Center out by September 2013, the insurance wing will be transferred to the trailers, and the extra space will be used for examination rooms

MOTION:	Crystal Kim/ Jolene Sedita
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- e. Move to approve \$435K out of Capital Reserves for the modular units

- i. Vote: unanimous – motion carries

5. Review Subcommittee Recommendations

- a. Student Special Services and Orientation will be considered after recommendations have been made to all other departments
- b. African Student Programs
 - i. Chair Jones and Serena met with ASP director once again to review correct addenda requests
 - ii. Total recommendation still remains the same
 - iii. BC40 for \$5K is for the ABC Conference, which is a UC-wide event being held at UCSC next year for up to 60 students, which accounts for the high cost of transportation
 - iv. Mentor Program background check is for 20 students at \$69 each; a new policy regulated by Risk Management for students doing outreach with minors
 - v. BC47 other S&E for programming, activities, mentorship, program materials for printing and supplies – will be block funded
 - vi. BC40 Professional development for staff. Includes travel, lodging, and registration
 - vii. BC47 asking for guest speakers, as well as security for events. \$6409 block fund

MOTION:	Liam Dow/ Vanessa Smith
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- viii. Move to approve \$13,489 for ASP

- 1. Vote: unanimous – motion carries

- c. Subcommittee E

- i. KUCR

- 1. Subcommittee recommended everything on their requests except for priorities #1 (engineer to digitize music collection) and #5 (mobile office building)
- 2. Since referenda did not pass, equipment needs to be funded because it is a necessity to run the radio station
- 3. Currently working with 3 computers that were funded last year by the committee
 - a. Their request for Mac Mini's is to expand the number of student staff positions to help with online podcasts
- 4. Danny mentions KUCR has funds leftover from a former employee's salary savings; technically, they can use this amount to help cover for their requests

MOTION:	Serena Cervantes/ Jolene Sedita
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- 5. Move to not fund any of KUCR's requests
 - a. Vote: 2/1/2 – motion does not pass

6. Currently, KUCR is working in cramped headquarters with limited space and equipment
 - a. Web cameras will be used to draw an online audience with studio recordings
 - b. Vice Chair Dow proposes to fund all their requests except for the computers, which last year's committee funded for KUCR
 - i. Or give a block fund of \$5K

MOTION:	Liam Dow/ Crystal Kim
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- c. Move to approve \$5210 for KUCR, which would not include funding for the Mac Mini computers
 - i. Vote: 3/4/0 – motion does not pass
 - ii. Chair Jones reasons that the salary savings from the full time employee can be used to hire part time employees, so he is against this motion
7. KUCR attracts 46K listeners, and employs many students. They also help ASUCR set up sound for events
 - a. Vice Chair Dow argues that KUCR is working to expand and reach more students by helping out at events such as Heat, Orientation, and the Chancellor's Picnic

MOTION:	Liam Dow/ Crystal Kim
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8. Move to fund KUCR archiving equipment and mounted studio cameras, for a total of \$4460
 - a. Vote: 4/3/0 – motion carries
 - b. Chair Jones agrees that KUCR is a vital part of campus, and that this is a reasonable request
- ii. Athletics
 1. Subcommittee decided to only fund for their break meal allowance
 - a. Drug testing is an on-going fund approved by the previous committee
 - b. Department has indicated that funding for insurance can be obtained from other sources
 - c. \$150K was requested for team travel; however, this large amount would only serve the 350 athletes, who make up a small percentage of the total student body
 2. Currently, athletes are given \$27/day when they are away
 - a. University policy dictates that students can receive up to \$64
 - b. In comparison, ASUCR receives \$34/day

- c. Since athletes train hard and burn more calories than the average person, they need a higher budget to consume enough calories for energy
 - i. The increase would also help athletes find food during the summer, which can pose as a problem since places on campus are unavailable
- 3. Athletics have requested \$150K to the budget process for travel and meal allowances; however, no decisions have been made yet
 - a. Last year, the committee initially recommended \$50K, then after appeals the final recommendation was \$126,259
- 4. CSF policies dictate that the majority of this department cannot be funded by SSFAC

MOTION:	Crystal Kim/ Liam Dow
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- 5. Move to approve \$50K for Athletics
 - a. Vote: 2/0/4 – motion does not carry
- 6. Last year, the committee funded \$39,190 for break meal allowances. This increase would be for more money per day for athletes

6. Recess

MOTION:	Jolene Sedita/ Liam Dow
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- a. Move to recess for an hour
 - i. Vote: unanimous – motion carries

7. Meeting called back to order 2:04 PM

- a. Subcommittee E – following up on Athletics and \$50K allocation recommendation
 - i. Athletics
 - 1. Jolene asks how the \$50K would be distributed – would it be for all 350 athletes? Would the increase allow them the same meal allowances as ASUCR?
 - a. According to calculations, this amount would give athletes an additional \$10/day, making their total meal allowance around \$37/day

MOTION:	Crystal Kim/ Liam Dow
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- 2. Move to approve \$50K for meal allowances to Athletics
 - a. Vote: 4/0/3 – motion carries
- ii. Enrollment Management
 - 1. The total subcommittee recommendation is \$105K
 - a. Office of Registrar - \$50K block fund
 - b. Financial Aid - \$55K block fund
 - c. Funds will be used for positions, financial aid, and counselors

2. However, the subcommittee feels that EM should not be funded by SSFAC because it receives state funding, and is a vital part of campus for students, not just an ancillary department
 - a. EM was not funded last year by SSFAC
 - b. Made requests to the campus budget process as well for their top priorities

MOTION:

Ashley Hong/ Serena Cervantes

3. Move to not fund Financial Aid or Office of Registrar
 - a. Vote: 6/0/1 – motion carries
- b. The current, total allocations are at \$970, 332. Departments with allocations over \$50K will be reviewed to reach the goal of \$800K in total allocations
 - i. Graduate Division
 1. Current recommendation is for 4 student coordinators and 8 mentors
 - a. The position of the Director (Priority #1) has been requested for perm funding at the campus budget process
 - b. Student mentors are paid the same as a GSR so their student fees are paid for
 - i. They are paid by the hour
 - c. Coordinators are in charge of writing, mentoring, etc.
 - i. Instead of being TA's, they organize different sub-programs
 - d. It would be beneficial to have more mentors, since they work with a larger number of students. Possible to remove a coordinator from the recommendation?
 - e. The high cost of GSHIP also poses as a big issue
 - i. The 11% increase can be removed since tuition and student fees will not be increasing next year, and health insurance will more than likely increase above 11%
 - f. With these edits, the new total recommendation for Graduate Division is \$115,301
 - ii. Vice Chair Dow suggests equally dividing the \$800K budget amongst the subcommittees to gain a better understanding of which departments need to be cut.
 1. Since Subcommittee E only made a total recommendation of \$55K, that will leave \$745K for Subcommittees A, B, C, and D (\$186,250 for each subcommittee)
 2. Alexander argues that this method is randomly disadvantageous to some departments that happen to be in a subcommittee with other departments serving a higher number of students. It will be more

thorough and fair to comb through each department and accommodate their needs and requests individually, rather than through subcommittees

iii. Academic Resource Center

1. Only fund half of the Early Warning Program
 - a. This would cut the program down to 30 students at \$175,000 with \$700 benefits
2. This department, although academic, is not instrumental on every campus and supplements academic assistance to students, providing them with opportunities for success
3. Their new recommendation would then be around \$43K

iv. Student Special Services

1. Current recommendation is \$91,394
2. They do not receive any funding from the general budget since they are a part of Student Affairs
3. This is a federally required and mandated department on campus
 - a. Providing sign language, as well as an Alternate Media Specialist for students with disabilities, is legally required to make course materials accessible for all students
 - b. Currently, one staff member is executing all these services
 - c. However, student fees are not allowed to fund disability service, since this is federally mandated on top of guidelines by ADA. Disability service is not an enhancement of student experience, but is a basic necessity to allow equal opportunity for all students
4. They also requested licensing fees to have an electronic database to digitize their paper files in a safe and secure location
5. While the federal mandate will make sure that personnel is funded, the new licensing and database might not be covered since it is basically storage
6. Last year, SSS received \$60K, while this year their requests amount to over \$91K

MOTION:	Serena Cervantes/ Crystal Kim
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7. Move to approve the licensing and software program, but not the Alternate Media Specialist position
 - a. Vote: 5/1/1 – motion carries
8. A question to consider in the case of an appeal is to ask whether this is the year to make the change from paper files to digital files?

v. Middle Eastern Student Center

1. Their request for allocations is high because they are a new department

2. Their recommended funding for programming is at \$6K
 - a. Historically, the MESC has been able to fundraise for these events
3. For the position of SAOIV, a SAOIII will be sufficient in leading this department
 - a. Funding for salary can be cut to \$51,411, with \$14,395 benefits
 - b. Start up costs for the new position can be cut to \$5K
4. Amount for programming will remain the same
- vi. Student Life
 1. Fund at \$25K for student positions, with benefits at \$1000
- vii. Career Center
 1. Recommendation is for one position
 2. The CSC makes money at career fairs, which allowed them for a surplus in their budget
 3. Can this position be reduced by half or 25%?
 - a. If this employee is changed to 0.75 FTE, their new salary will be \$39,750 with \$18,140 in benefits
- viii. International Student Resource Center (formerly known as International Education Center)
 1. Recommendation for funding is for SAOII
 2. Her benefits are currently at \$28K, which is driven by medical insurance
 3. Peer Coordinators cannot be cut because they are very important to this department
 4. Rental space in UV is continuing temp
- ix. LGBT Resource Center
 1. S&E will be cut from \$8500 to \$5K
 2. This new position will only be for 1 year because of a lack of funds
 - a. Will help with counseling, student crisis, and mentoring
 3. Since it is a temporary position, they do not need S&E costs
 - a. Currently, Mark Dunn helps the front desk, so technically the supplies and materials are already there in the department

MOTION:	Ashley Hong/ Liam Dow
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4. Move to recommend the following recommendations:
 - a. Academic Resource Center: \$43,303
 - b. Career Services Center: \$57,890
 - c. Graduate Student Association: \$25,000
 - d. International Education Center: \$73,233
 - e. School of Medicine/HPAC: \$0

Minutes approved 05/17/13

- f. Child Development Center: \$0
- g. Graduate Division: \$115,301
- h. Student Special Services: \$31,813
- i. VCSA Technology Services: \$0
- j. Women's Resource Center: \$24,084
- k. African Student Programs: \$13,489
- l. Asian Pacific Student Program: \$12,828
- m. Chicano Student Program: \$20,000
- n. LGBT Resource Center: \$66,068
- o. Middle Eastern Student Center: \$76,806
- p. Native American Student Program: \$13,800
- q. Campus Health Center: \$0
- r. Counseling Center: \$8,404
- s. Dean of Students: \$27,113
- t. Student Conduct and Integrity Programs: \$23,924
- u. Student Life: \$46,250
- v. University Band: \$10,000
- w. The WELL: \$43,454
- x. Athletics: \$50,000
- y. Enrollment Management: \$0
- z. KUCR: \$4,460

5. Total recommendations is \$787,221

a. Vote: 9/0/1 – motion carries

c. The next meeting will be for appeals, then final recommendations will be made

i. Orientation will not be funded by SSFAC

ii. The committee will also have to elect a new chair for next year

8. Adjourn Meeting

MOTION:	Liam Dow/ Crystal Kim
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a. Move to adjourn 05/03/13 meeting

i. Vote: unanimous – motion carries

9. Adjourn 3:25 PM