### Student Service Fee Advisory Committee

**Wednesday, March 01, 2017; 3:00 PM to 5:00 PM**

**HUB Room 260**

**APPROVED Meeting Minutes | Approved on 04.12.2017**

<table>
<thead>
<tr>
<th>Name</th>
<th>Association</th>
<th>Voting Privilege</th>
<th>Attendance</th>
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</thead>
<tbody>
<tr>
<td>Jon Cassell</td>
<td>Undergraduate, Chair</td>
<td>X</td>
<td>A</td>
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<tr>
<td>Hayden Jackson</td>
<td>Undergraduate, Vice-Chair</td>
<td>X</td>
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<tr>
<td>Elan Bark</td>
<td>Undergraduate</td>
<td>X</td>
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<tr>
<td>Wen-Yu Chou</td>
<td>Undergraduate</td>
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<td>Dalshawn Boson</td>
<td>Undergraduate, VP of Internal Affairs</td>
<td>X</td>
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<td>Ruby Ramirez</td>
<td>Undergraduate</td>
<td>X</td>
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<td>Sook Yi “Jaymee” Goh</td>
<td>GSA</td>
<td>X</td>
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<td>Derreck Carter-House</td>
<td>GSA</td>
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<tr>
<td>Jose Medrano</td>
<td>GSA</td>
<td>X</td>
<td>P</td>
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<tr>
<td>Zizhong “Jeffrey” Chen</td>
<td>Faculty</td>
<td>X</td>
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<td>Richard Rodriguez</td>
<td>Faculty</td>
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<td>A</td>
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<td>Hector Linares</td>
<td>Staff</td>
<td>X</td>
<td>A</td>
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<td>Sally Tavizon</td>
<td>Staff</td>
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<td>Jordan Meltzer</td>
<td>ASUCR Alternate</td>
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<td>Beau Young</td>
<td>ASUCR Alternate</td>
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<td>Kevin Tseng</td>
<td>Ex-Officio, ASUCR, VP of Finance</td>
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<td>Johnathan Li</td>
<td>Ex-Officio, ASUCR, Presidential Designee</td>
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<td>Cathy Eckman</td>
<td>Ex-Officio, VCSA</td>
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<td>Debra Meneely</td>
<td>Staff Support, VCSA</td>
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<tr>
<td>Brandon Lieu</td>
<td>Secretary, VCSA</td>
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<td>Tina Aoun (GUEST)</td>
<td>Director of the MESC</td>
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<td>Joshua Gonzales (GUEST)</td>
<td>Director of the NASP</td>
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<td>Denise Davis (GUEST)</td>
<td>Director of the WRC</td>
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<td>Laura Riley (GUEST)</td>
<td>Director of Student Special Services</td>
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<td>Nichole Sparks (GUEST)</td>
<td>Financial and HR Supervisor, AVC – H&amp;W</td>
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1 “X” indicated voting privilege

2 P: Present | A: Absent | L: Late | E: Excused
1) Call to Order: **3:04 PM**

2) Approve the Agenda
   
   *Motion to Approve the Agenda by Jose Medrano, Second by Jaymee Goh.*

   **Agenda Approved Without Objection**

3) Subcommittee C Department Presentations:
   
   - Middle Eastern Student Center (MESC) – Tina Aoun
     
     i. *Tina Aoun* gives a brief description about the Middle Eastern Student Center and the impact the department has on students affiliated with the Center and the UCR Community as a whole. The Middle Eastern Student Center is focused on eliminating any negative connotations about Middle Eastern students.
     
     ii. Subcommittee Questions
         
         1. *Jose Medrano* questions if the position requested will be full time.
            
            a. *Tina Aoun* clarifies that with funds from HESSER and SSFAC, the position will be full time for this year.
         
         2. *Elan Bark* questions how much was funded to the department by HESSER.
            
            a. *Tina Aoun* clarifies that $93,000 was given to MESC from HESSR. Most of the funding goes towards staff salaries, student conference travel, and student programs.
         
         3. *Derreck Carter-House* questions what percentage of the campus identifies as Middle Eastern.
            
            a. *Tina Aoun* clarifies that there are 5.6% of students that identify as Middle Eastern.
         
         4. *Ruby Ramirez* questions the impact of the position on MESC.
            
            a. *Tina Aoun* clarifies that the position would allow for more Student Ambassadors to serve as representatives for the MESC. These student ambassadors will help out during programming and going to classes to give brief presentations on what the MESC is all about.
     
   - Native American Student Programs (NASP) – Joshua Gonzales
     
     i. *Joshua Gonzales* gives a brief description about the programming offered by Native American Student Programs and the main goal of outreaching to local tribes to recruit students to attend UCR.
     
     ii. Subcommittee Questions
         
         1. *Jose Medrano* questions if SSFAC is unable to fund any of the priorities, how it will affect the department.
            
            a. *Joshua Gonzales* clarifies that with no funding, it will affect the department greatly. Programming will have to be cut and the department would have to look for funding. By having the position, it has helped NASP grow and give back to students even more.
         
         2. *Jordan Meltzer* questions the $93,000 in HESSR Funds and how it is being used in the department.
            
            a. *Joshua Gonzales* clarifies that the HESSR Funds are being used this year for programming, guest speakers, and events like the NASP retreat.
3. **Jordan Meltzer** questions if there is any carry over from the HESSR Funds from this fiscal year to the next.
   a. **Joshua Gonzales** clarifies that there will be no anticipated carry over due to major programming in the Fall and programming with other departments.

4. **Richard Rodriguez** questions if there are other funding resources NASP can look to.
   a. Joshua Gonzales clarifies that there are no other funding resources available for a position. The Department can look to HESSR funds, but it will cut the funds given by HESSR in half.

5. **Sally Tavizon** questions the current percentage of Native American Students are at UCR.
   a. **Joshua Gonzales** clarifies that .6% of students are Native American Students and the percentage keeps growing every year.

- **Women’s Resource Center (WRC) – Denise Davis**
  i. **Denise Davis** gives a brief description about the Women’s Resource Center and the available programs and support services the department offers to the student community.
  ii. Subcommittee Questions
   1. **Jose Medrano** questions the monetary value of the Gift Cards given to the Safety Escort Service Volunteers.
      a. **Denise Davis** clarifies that to receive a Gift Card, the volunteer must have a 100% attendance rate to their shifts.
      b. **Cathy Eckman** clarifies that with 50-60 volunteers, each gift card is worth $25.00
   2. **Jose Medrano** questions if SSFAC can only fund one priority item, which item would it be.
      a. **Denise Davis** clarifies that the one important priority item would be the speaker series.
   3. **Derreck Carter-House** questions the percentage of graduate students participating in the WRC.
      a. **Denise Davis** clarifies that it is about 50%. There was a graduate student social last quarter where 40 graduate students participated in.

4) **Subcommittee D Department Presentation:**
   - **Student Special Services (SSS) – Laura Riley**
     i. **Laura Riley** gives a brief description about Student Special Services and what the department does. Over the years, the department requested for funding for FTE positions. This year, the department is focused on programming requests.
     ii. Subcommittee Questions
       1. **Derreck Carter-House** questions if the three FTE open positions will affect Student Special Services in any way from shifting their focus from services to programming.
          a. **Laura Riley** clarifies that the open FTE positions will all be shifted towards from administrative to providing support for programming. For example, event planning.
b. Nichole Sparks clarifies any administrative tasks for the three FTE positions will be shifted to her responsibilities.

2. Jaymee Goh questions the priority of staff training support and if it is 4 events or 4 staff members going for training.
   a. Laura Riley clarifies that the staff training support is for 4 staff members to go to trainings that are required.

3. Jaymee Goh questions in general, the participation in webinars.
   a. Laura Riley clarifies that webinars happen all the time. Whether it be in the Fall, Winter, or Spring. The webinars are about working with students with specific disabilities.

5) Subcommittee C Comments
   • No Subcommittee Comments

6) Public Comments (if applicable)
   • No Public Comments

7) Chair Comments
   • No Chair Comments

8) Adjourn: 4:50 PM
   Motion to Adjourn the Meeting by Derreck Carter-House, Second by Jaymee Goh.
   Adjournment Approved Without Objection