### Student Service Fee Advisory Committee

**Wednesday, April 26, 2017; 3:00 PM to 5:00 PM**  
**HUB Room 260**  
**Approved Meeting Minutes | Approved on 05.17.17**

<table>
<thead>
<tr>
<th>Name</th>
<th>Association</th>
<th>Voting Privilege</th>
<th>Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jon Cassell</td>
<td>Undergraduate, Chair</td>
<td>X</td>
<td>P</td>
</tr>
<tr>
<td>Hayden Jackson</td>
<td>Undergraduate, Vice-Chair</td>
<td>X</td>
<td>P</td>
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<tr>
<td>Elan Bark</td>
<td>Undergraduate</td>
<td>X</td>
<td>A</td>
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<tr>
<td>Wen-Yu Chou</td>
<td>Undergraduate</td>
<td>X</td>
<td>P</td>
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<tr>
<td>Dalshawn Boson</td>
<td>Undergraduate, VP of Internal Affairs</td>
<td>X</td>
<td>A</td>
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<tr>
<td>Ruby Ramirez</td>
<td>Undergraduate</td>
<td>X</td>
<td>P</td>
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<tr>
<td>Sook Yi “Jaymee” Goh</td>
<td>GSA</td>
<td>X</td>
<td>P</td>
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<tr>
<td>Derreck Carter-House</td>
<td>GSA</td>
<td>X</td>
<td>P</td>
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<tr>
<td>Jose Medrano</td>
<td>GSA</td>
<td>X</td>
<td>P</td>
</tr>
<tr>
<td>Zizhong “Jeffrey” Chen</td>
<td>Faculty</td>
<td>X</td>
<td>A</td>
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<tr>
<td>Richard Rodriguez</td>
<td>Faculty</td>
<td>X</td>
<td>P</td>
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<tr>
<td>Hector Linares</td>
<td>Staff</td>
<td>X</td>
<td>A</td>
</tr>
<tr>
<td>Sally Tavizon</td>
<td>Staff</td>
<td>X</td>
<td>P</td>
</tr>
<tr>
<td>Jordan Meltzer</td>
<td>ASUCR Alternate</td>
<td></td>
<td>A</td>
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<tr>
<td>Beau Young</td>
<td>ASUCR Alternate</td>
<td></td>
<td>P</td>
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<tr>
<td>Kevin Tseng</td>
<td>Ex-Officio, ASUCR, VP of Finance</td>
<td></td>
<td>A</td>
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<tr>
<td>Johnathan Li</td>
<td>Ex-Officio, ASUCR, VP of Finance Designee</td>
<td></td>
<td>P</td>
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<tr>
<td>Raquel Matamoros</td>
<td>Ex-Officio, ASUCR, Presidential Designee</td>
<td></td>
<td>P</td>
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<tr>
<td>Cathy Eckman</td>
<td>Ex-Officio, VCSA</td>
<td></td>
<td>A</td>
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<tr>
<td>Debra Meneely</td>
<td>Staff Support, VCSA</td>
<td></td>
<td>P</td>
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<tr>
<td>Brandon Lieu</td>
<td>Secretary, VCSA</td>
<td></td>
<td>P</td>
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</tbody>
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1 “X” indicated voting privilege  
2 P: Present | A: Absent | L: Late | E: Excused
1) Call to Order: 3:00 PM

2) Approve the Agenda

   Motion to Approve the Agenda by Ruby Ramirez, Seconded by Wen-Yu Chou.
   Vote: Yes: 6 | No: 0 | Abs.: 0

   Agenda Approved Unanimously

3) Reaffirmation of Committee Members:
   - Returning Members: Derreck Carter-House, Ruby Ramirez, Hayden Jackson, Wen-Yu Chou, Jose Medrano
   - Non-Returning Members: Jon Cassell, Jaymee Goh

4) Review SSFAC Applications & Recommendations
   - The Committee held discussions about the applicants and reviewed the Chair’s and Vice-Chair’s Recommendations. These discussions are stricken from the record and minutes.

5) Vote for Membership
   - The Committee came to the consensus of following the Recommendations of the Chair. Each application recommended by the Chair was screened and each individual application had a discussion. These discussions are stricken from the record and minutes.
   - Kyle McMillen – Graduate Student – Voter
     ➢ Motion to appoint Kyle McMillen as a Voting Graduate Student Representative of the 2017 to 2018 SSFAC by Hayden Jackson, Second by Sally Tavizon
     ➢ Vote: Yes: 8 | No: 1 | Abs.: 0
     ➢ Kyle McMillen is appointed as a Voting Graduate Student Representative
   - Beau Young from Alternate Member to Voting Member
     ➢ Motion to reaffirm Beau Young as a Voting Undergraduate Student Representative of the 2017 to 2018 SSFAC by Hayden Jackson, Second by Ruby Ramirez
     ➢ Vote: Yes: 3 | No: 5 | Abs.: 1
     ➢ Beau Young is to remain an Alternate Member
   - Johnathan Li – Undergraduate Student – Voter
     ➢ Motion to appoint Johnathan Li as a Voting Undergraduate Student Representative of the 2017 to 2018 SSFAC by Jon Cassell, Second by Ruby
     ➢ Vote: Yes: 9 | No: 0 | Abs.: 0
     ➢ Johnathan Li is unanimously appointed as a Voting Undergraduate Student Representative
   - Rachel Victoria Arroyos – Undergraduate Student – Voter
     ➢ Motion to appoint Rachel Victoria Arroyos as a Voting Undergraduate Student Representative of the 2017 to 2018 SSFAC by Jose Medrano, Second by Derreck Carter-House
     ➢ Vote: Yes: 8 | No: 0 | Abs.: 1
     ➢ Rachel Victoria Arroyos is appointed as a Voting Undergraduate Student Representative
   - Amanda Kwo – Undergraduate Student – Alternate
Motion to appoint Amanda Kwo as an Alternate Representative of the 2017 to 2018 SSFAC by Jaymee Goh, Second by Wen-Yu Chou
Vote: Yes: 8 | No: 1 | Abs.: 0
Amanda Kwo is appointed as an Alternate Representative
• Karina Masatani – Undergraduate Student – Alternate
  Motion to appoint Karina Masatani as an Alternate Representative of the 2017 to 2018 SSFAC by Derreck Carter-House, Second by Hayden Jackson
  Vote: Yes: 9 | No: 0 | Abs.: 0
  Karina Masatani is appointed as an Alternate Representative
• Justin Chiang – Undergraduate Student – Alternate
  Motion to appoint Justin Chiang as an Alternate Representative of the 2017 to 2018 SSFAC by Wen-Yu Chou, Second by Jaymee Goh
  Vote: Yes: 7 | No: 1 | Abs.: 1
  Justin Chiang is appointed as an Alternate Representative
• All appointed members are pending approval by respective student body governments (ASUCR and GSA) per Article III: Section B: Number 1 of SSFAC Bylaws

6) Chair Elections
   • Nominations
     ➢ Ruby Ramirez nominates Hayden Jackson for the position of Chair of SSFAC, Second by Jaymee Goh.
       • Hayden Jackson accepts the nomination.
     ➢ Derreck Carter-House nominates Wen-Yu Chou for the position of Chair of SSFAC, Second by Jose Medrano.
       • Wen-Yu Chou accepts the nomination.
     ➢ Derreck Carter-House nominated Ruby Ramirez for the position of Chair of SSFAC, Second by Jose Medrano.
       • Ruby Ramirez declines the nomination
   • Questions
     ➢ Jose Medrano asks both candidates for Chair “What other responsibilities do you have for the following year and will you have enough time to allocate for the chair responsibilities?”
     ➢ Jaymee Goh asks both candidates for Chair “What do you envision as goals for the following year for the committee?”
     ➢ Derreck Carter-House asks both candidates for Chair “What prior experiences qualify you for this role?”
     ➢ Sally Tavizon asks both candidates for Chair “Why should we [the Committee] select you for this role?”
   • Discussion & Final Vote
     ➢ The Committee held discussions about the two candidates for chair, which is stricken from the record.
     ➢ The Committee held a secret ballot vote. Wen-Yu Chou is elected Chair of the 2017 to 2018 SSFAC.

7) Public Comments (if applicable)
   • No Public Comments
8) Chair Comments
   • No Chair Comments

9) Adjourn: 5:14 PM
   Motion to adjourn by Derreck Carter-House, Second by Jose Medrano.
   Vote: Yes: 8 | No: 0 | Abs.: 0 [Some members left early for class]
   Adjournment Approved Unanimously