Student Service Fee Advisory Committee  
Tuesday, October 25th, 2016; 3:00 PM to 3:30 PM  
HUB Room 260  
Approved Meeting Minutes (Approved 11.16.16) 

<table>
<thead>
<tr>
<th>Name</th>
<th>Association</th>
<th>Voting Privilege</th>
<th>Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jon Cassell (Chair)</td>
<td>Undergraduate</td>
<td>X</td>
<td>P</td>
</tr>
<tr>
<td>Hayden Jackson</td>
<td>Undergraduate</td>
<td>X</td>
<td>A</td>
</tr>
<tr>
<td>Elan Bark</td>
<td>Undergraduate</td>
<td>X</td>
<td>P</td>
</tr>
<tr>
<td>Wen-Yu Chou</td>
<td>Undergraduate</td>
<td>X</td>
<td>L</td>
</tr>
<tr>
<td>Dalshawn Boson</td>
<td>Undergraduate, VP of Internal Affairs (ASUCR)</td>
<td>X</td>
<td>P</td>
</tr>
<tr>
<td>Sook Yi &quot;Jaymee&quot; Goh</td>
<td>GSA</td>
<td>X</td>
<td>A</td>
</tr>
<tr>
<td>Derreck Carter-House</td>
<td>GSA</td>
<td>X</td>
<td>P</td>
</tr>
<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>
</tr>
<tr>
<td>Sally Tavizon</td>
<td>Staff</td>
<td>X</td>
<td>P</td>
</tr>
<tr>
<td>Hector Linares</td>
<td>Staff</td>
<td>X</td>
<td>P</td>
</tr>
<tr>
<td>Beau Young</td>
<td>ASUCR Alternate</td>
<td></td>
<td>L</td>
</tr>
<tr>
<td>Jordan Meltzer</td>
<td>ASUCR Alternate</td>
<td></td>
<td>A</td>
</tr>
<tr>
<td>Ruby Ramirez</td>
<td>ASUCR Alternate</td>
<td></td>
<td>A</td>
</tr>
<tr>
<td>Kevin Tseng</td>
<td>Ex-Officio, ASUCR, VP of Finance</td>
<td></td>
<td>A</td>
</tr>
<tr>
<td>Shafi Karim</td>
<td>Ex-Officio, ASUCR, President</td>
<td></td>
<td>A</td>
</tr>
<tr>
<td>Cathy Eckman</td>
<td>Ex-Officio, VCSA</td>
<td></td>
<td>P</td>
</tr>
<tr>
<td>Debra Meneely</td>
<td>Staff Support, VCSA</td>
<td></td>
<td>P</td>
</tr>
<tr>
<td>Brandon Lieu</td>
<td>Secretary, VCSA</td>
<td></td>
<td>P</td>
</tr>
</tbody>
</table>

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

¹ X indicates voting privilege
1) Call to Order: 3:03 PM

2) Approve the Agenda
   - *Motion to Approve the Agenda by Elan Bark, Second by Derreck Carter-House*
   - *Vote: Yes: 7 | No: 0 | Abs.: 0*
   - *Agenda Approved Unanimously*

3) Approve the Minutes of 5/27/16
   - *Motion to Approve the Minutes of 5/27/16 by Elan Bark, Second by Dalshawn Boson*
   - *Vote: Yes: 6 | No: 0 | Abs.: 1*
   - *Minutes Approved*

4) Introductions
   - *Jon Cassell* begins the introductions.
     - *Jon Cassell – Chair – Biology Major – 4th year on SSFAC*
     - *Brandon Lieu – Secretary – Business Major – 2nd quarter on SSFAC*
     - *Cathy Eckman – Ex-Officio, VCSA – CFAO of VCSA*
     - *Debra Meneely – Staff Support, VCSA - Financial Analyst, VCSA*
     - *Derreck Carter-House – Voting Member, GSA*
     - *Dalshawn Boson – Voting Member, ASUCR VP of Internal Affairs*
     - *Hector Linares – Voting Member, Staff – Financial Operations Manager*
     - *Elan Bark – Voting Member – Business Major – 2nd year on SSFAC*
     - *Sally Tavizon – Voting Member, Staff –CFAO and Assistant Dean of Graduate School of Education*
     - *Jose Medrano – Voting Member, GSA – PhD Student for Spanish*

5) Roles & Responsibilities
   - *Jon Cassell* gives a brief introduction of the roles and responsibilities of all Committee Members and stresses the importance of Committee Member’s familiarizing themselves with the Committee Bylaws to learn more about the Committee and its charge.
   - *Jon Cassell* mentions that at the next meeting, the Committee will be voting on a Vice-Chair
   - *Jon Cassell* gives a brief introduction to the Committee about CSF (Council on Student Fees). The University of California Council on Student Fees is a system wide collaborative body of the Student Fee Advisory Committees (SFACs) that advocates on behalf of the students by increasing transparency, ensuring accountability and enriching student services to improve the quality of the student experience.
   - *Jon Cassell* also gives an introduction and defines what to expect in terms of “time commitment” for the Fall, Winter, and Spring Quarter.
6) Recruitment
   • For Recruitment, Jon Cassell mentions that at the next meeting, the Committee will be voting on an Alternate to become a Voting Member of the Committee to replace Jordan Meltzer.

7) Conflicts in Meeting Times
   • Jon Cassell discusses that meeting days and times will change to either Mondays or Wednesdays in the afternoon or evening due to multiple committee member’s scheduling conflicts with the current Tuesday meeting timeframe.
     o A doodle poll was sent out to all SSFAC Members on 10.25.16 for their Availability on Mondays or Wednesdays from (12:00 PM to 2:00 PM) or (3:00 PM to 5:00 PM)

8) Chair Comments
   • Jon Cassell gives a brief narrative of what happened at the October 22, 2016 CSF Meeting at UC Santa Cruz. The three major points were:
     o Jon Cassell introduces the Slug Support Program over at UCSC. Slug Support is a Program created to promote early intervention with students of concern to prevent culminating problems from escalating into a crisis. The goal of the Slug Support Program is to identify students of concern and develop an action plan focusing on retention through provision of support and resources. More information can be found on http://deanofstudents.ucsc.edu/slug-support/program/
     o Jon Cassell also talks about the change in the Memorandum of Understanding between CSF and UC Student Association (UCSA). Making CSF more of an independent organization. CSF dues will be cut by a third implementation may start as early as next year, allows CSF to have more control over staff, and less involvement with UCSA.
     o Jon Cassell introduces the three new campaigns initiated by CSF:
       1. The Food and Security Campaign
          o Monitor UC Office of the President’s funding of $75,000 to every UC campus to start a food pantry on-campus; like the one at UCR. This campaign is aimed at figuring out the processes each campus took to turn the money given to them by the Office of the President to start their own programs. Some programs work better than others, this program will help build a unique program guide for all campuses to run a successful food pantry.
       2. Course Material Campaign
          o There are some complications in knowing what course material fees are charged in your tuition bill or per class. Where does this money go? This campaign will help campuses keep track of that
money [Course Material Charges] to see where it goes for each class and establish oversight over the course material fees.

3. System Wide Student Referendum Campaign

Currently, you can pass a Referendum at your campus for your campus. However with this campaign, any system wide referendums will be enforced throughout all campuses. This will make a base budget for some departments or base fund for some organizations for students. This is still in development but we have a timeline to finish by the end of the year. The System Wide Referendum will be brought up to UCOP and UCSA during that time. This will give students a lot of power to help students system wide with an established perm budget.

9) Public Comments
   • Dalshawn Boson asks if Jon Cassell can forward him more information about Slug Support.

10) Adjourn: 3:23 PM
    • Motion to Adjourn by Dalshawn Boson, Second by Jose Medrano
    • Vote: Yes: 7 | No: 0 | Abs.: 0
    • Adjournment Approved Unanimously