



**2013-2014 Student Services Fee Advisory Committee**  
 For 2014-2015 Budget  
 Date: 2/21/2014  
 Time: 3:00 pm  
 Location: SSB Conference Room 3201

Name	Association	Voting Privilege <sup>1</sup>	Attendance
Cardenas, Lazaro	ASUCR	X	A
Cassell, Jon [Alternate]	ASUCR	X	P
Dow, Liam	ASUCR	X	P
Hong, Ashley	ASUCR	X	P
Eckman, Cathy	Ex-Officio-VCSA	-	A
Flores, Stephanie	Ex-Officio-RP&B	-	A
Salazar, Susana	Ex-Officio-RP&B	-	P
Taliaferro, Alexander	ASUCR	X	P
Tang, Janice	ASUCR	X	P
Ta, Johnny	ASUCR	X	P
Patadia, Sai	ASUCR	X	A
Fahmian, Sean	ASUCR	X	L
Polishko, Anton	GSA	X	L
Stewart, Terrance	GSA	X	P
Lucas, Keira	GSA	X	P
Alvarez, Luis	Staff	X	P
Sedita, Jolene	Staff	X	P
Nguyen, Lynne	Secretary	-	P
Lillie, Sue	Staff Support	-	P
<b>Guests</b>			

P - Present    A - Absent    L - Late    Exc. - Excused

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<sup>1</sup> X - indicates voting privilege

**Meeting Minutes**

1. **Welcome Time:** 3:13 pm

2. **Approve Agenda**

<b>MOTION:</b> Johnny Ta/Ashley Hong	<b>VOTE:</b> unanimous - 9 people
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3. **Approve Minutes - 1/17/2014**

<b>MOTION:</b> Alexander Taliaferro/Janice Tang	<b>VOTE:</b> unanimous - 9 people
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4. **Review the Subcommittee Process and Status of Groupings**

- Meeting was called to make sure that every subcommittee is on track
- Feel free to email Liam if there are any questions
- Use the template to fill out during department meetings
  - It will help with writing the reports
- Janice stated that their subcommittee has not set up meetings because their group has not met up yet
- Liam said that any dilemma that arises will be discussed after the meeting
- Each subcommittee will do a presentation on their department allocations once all meetings are done
- Subcommittee A
  - Anton updated that they already met with the Career Center and International Educational Center
    - Requested the same money like last year - no difference
  - Meetings with GSA and ARC are being set up
  - The ARC does not have a director so the subcommittee is unsure who to contact for meetings
    - Sue said to contact Steven Brint to set up a meeting
- Subcommittee B
  - Alex said that they met with Child Development Center this morning on February 21<sup>st</sup>
  - The next meeting will be on March 3<sup>rd</sup>, and all meetings are all set up
  - Alex asked if it is the same allocation number as last number
  - Liam replied that there is not a set number yet, but he does not want to restrict themselves
    - Last year, \$800,000 was the base number for allocations
    - The past committee used all the allocation funds and went through the numbers again to see if it was appropriate
    - Does the committee want to look at the same numbers or look at it in a different way?
    - One of the main goals is to maintain the services and help in any way possible
    - Some departments want to maintain what they have and other departments want to increase their allocation

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- Subcommittee C
    - They have met with LGBTRC, African American Student Programs, and the Middle Eastern Student Center
    - Meetings with APSP, CSP, and NASP are set up
    - Jolene said that their last meeting set up is on 3/17/14 with ASPB
      - It is tougher this year because programs are expanding, and they want as much funding as possible to maintain them
  - Subcommittee D
    - Ashley stated that she did not want to set up appointments without contacting her subcommittee
    - Contact info is on Sharepoint
  - Subcommittee E
    - Li Fan dropped out of the committee because it conflicted with his teaching
    - Jon and Sean have not set up any meetings because Li was the leader of the subcommittee
    - Sean stated he was not sure how the direction of the meetings work
    - Sue suggested that Lazaro can be placed on this committee and Liam stated that it was possible
  - Liam asked if the work is too much for everyone
    - Everyone is doing fine
  - Alex stated that the new form has made everything clearer
    - Departments said that the font was not changeable, which could be difficult
      - Liam stated that he would need to unlock the form
  - Jolene stated that the red binders made it easier to see the backbone of each department and the question template helped out making the process easier
  - Liam is working on a template for subcommittees to use for their decisions
- 5. CSF Meeting UCI Review**
- They went over all the campaigns being held this year, and there is a standardized form being introduced
  - The UCOP tax and the taxes in Student Services Fee were discussed to see how it would affect the year
  - Anton said that it was a good experience to learn about how the UC system's and the Cal State system's SSFAC worked
  - It was discussed how and why the SSFAC processes work
  - Alex said that it was interesting to see how each campuses' SSFAC meant to each school
  - There are 3 campaigns that are going on currently within the UC system, and Lazaro is in charge of the committee setting up these campaigns
  - Liam stated that a subcommittee may be created within SSFAC to help understand the data within the UC system
  - The next meeting is at UCSB next quarter
  - It is suggested that members attend the next meeting
- 6. Administrative Issues**
- Sue stated that Dropbox is not secure enough to share data

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- Anton asked if they can use Dropbox as a committee and keep the log in information to the select few
  - The SSFAC information is public knowledge that would eventually be open to the public
- Sue asked why not add this process to the SharePoint website and said to make sure all the information is correct before it goes public
- People are still having problems logging into SharePoint
- Terrance and Sean still cannot get onto SharePoint
- The red binders' money amount can be different from what is found on SharePoint but should be small dollar amounts due to change in minimum wage
- Liam asked if the binders were helping the subcommittees
  - Hard copies are nice to look at
  - The binders are really big
- Template and binders are working for the committee
- Liam stated that he is still working on the new template for subcommittees to fill out for their write ups
  - Give him feedback before they fill and turn in the form
- Sue said that it would be ideal if all the subcommittees send in their write ups before Spring Break or during Spring Break to her
- Try to fill out the department information as each meeting is happening
- Sue stated that if anyone needs the addenda request, please email her for a copy
- Once they get their write ups in, the committee will have a sense of the preliminary number being asked from the departments
- On the planning calendar:
  - March 28<sup>th</sup> is the deadline to send write-ups to Sue
  - April 11<sup>th</sup>, 18<sup>th</sup>, and 25<sup>th</sup> are meetings that can last up to 2 hours
  - These are all tentative dates
- Liam said that he would work with Sue to figure out the times and dates for the next meetings
- Liam stated that he would like the Vice Chancellor of Student Affairs Jim Sandoval to come in to one of the meetings
- Meetings may be twice a week in Spring Quarter
- Anton stated he did not remember how the appeal process works
  - Liam replied that they make the allocations and the departments have the chance to appeal
  - During budget reviews on the campus, departments would ask where they can get more funding
    - For example, if they can get more funding from capital reserves
  - Sue included that they try to coordinate if departments are asking for money in the general funds
  - Susana said that they pulled from the capital reserves because it aligned with the budget
    - Many projects are covered by capital reserves

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7. **Adjourn Meeting**

<b>MOTION:</b> Ashley Hong/Johnny Ta	<b>VOTE:</b> unanimous - 11 people
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8. **Adjournment Time: 3:50 pm**