# 2013-2014 Student Services Fee Advisory Committee

For 2014-2015 Budget
Date: 2/21/2014
Time: 3:00 pm

Location: SSB Conference Room 3201

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

**Guests**

\(^1\) X – indicates voting privilege

P – Present   A – Absent   L – Late   Exc. – Excused
Meeting Minutes

1. Welcome Time: 3:13 pm
2. Approve Agenda
   
   **MOTION:** Johnny Ta/Ashley Hong  
   **VOTE:** unanimous – 9 people

3. Approve Minutes – 1/17/2014
   
   **MOTION:** Alexander Taliaferro/Janice Tang  
   **VOTE:** unanimous – 9 people

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 21st
     - The next meeting will be on March 3rd 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
1. 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

2. Subcommittee D
   - Ashley stated that she did not want to set up appointments without contacting her subcommittee
   - Contact info is on Sharepoint

3. 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
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 28th is the deadline to send write-ups to Sue
  - April 11th, 18th, and 25th 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
7. Adjourn Meeting

MOTION: Ashley Hong/Johnny Ta  VOTE: unanimous – 11 people

8. Adjournment Time: 3:50 pm