

Tuesday, January 25, 2022; 3:00 PM to 5:00 PM
Meeting Minutes

Zoom Meeting | Meeting Minutes Approved on February 8th, 2022

Name	Association	Voting Privilege ¹	Attendance ²
Jared Smith	Graduate, Chair	X	P
Salvador Jr. Olguin	Undergraduate	X	A
Yulissa Navarro	Undergraduate	X	P
Arshneel Kaur	Undergraduate, ASUCR VP of Internal Affairs	X	A
Milly Analco	Undergraduate		P
Victor Garcia	Undergraduate		P
Michael Seley	Graduate	X	P
Habiba Naqvi	Graduate		P
Rong Hai	Faculty	X	P
Michalis Faloutsos	Faculty	X	P
Sally Tavizon	Staff	X	P
Sabrina Schuster	Staff	X	A
William Wang	Ex-Officio, ASUCR President		A
Patricia Ordoñez-Kim	Ex-Officio, Interim GSA President		P
Kim McDade	Ex-Officio, VCSA		P
Militza Seehaver	Staff Support, VCSA		P
Daisy Rivera	Student Secretary, VCSA		P
Angela Chien	Student Secretary, VCSA		P

¹ “X” indicates voting privilege

² P: Present | A: Absent | AL: Arrived Late | LE: Left Early

Call to Order: **3:01 PM**

1. Approve the Agenda
 - *Motion to Approve the Agenda by Michalis Faloutsos, Seconded by Sally Tavizon.*
 - ***Agenda Approved without Objections***
 - *Sally Tavizon* inquired about the order in which the assigned subcommittees would ask questions to the respective department prior to the rest of the committee asking questions. *Chair Jared Smith* clarified that the assigned subcommittee would have the opportunity to ask the questions first.
 - *Michalis Faloutsos* asked if the Committee as a whole would vote at the end of each presentation. *Militza Seehaver* clarified that an overall Committee vote would not take place until after all of the department presentations have concluded in March.
2. Subcommittee A Department Presentation: African Student Programs
 - Director *Jamal J. Myrick, John Valdez,* and *Stephanie Cervin* represented African Student Programs and gave a brief overview of the department.
 - Subcommittee A member *Sally Tavizon* inquired about the status of the recruitment for the ASP assistant director and if ASP could use the salary savings from this position to cover other expenses. *John Valdez* clarified that funding designated for salaries cannot be repurposed for non-salary expenses.
 - *Vice Chair Michael Seley* inquired on clarification regarding if the \$5,000 funding request is for the purpose of printing costs or to pay for a designer to create the campaign designs. *Jamal J. Myrick* clarified that the amount will be used to compensate the designer and the material will be distributed through a virtual space and will not be printed. Director *Jamal J. Myrick* added that historically SAMC completes the design and marketing work but due to a department reorganization SAMC no longer does this work for individual departments. The focus of the \$5,000 will be the cost of the design for Black History Month, the upcoming 50-year anniversary and other community-wide campaign costs.
 - *Michalis Faloutsos* inquired if there are students who could volunteer with the creation of designs. *Jamal J. Myrick* clarified that there are students well versed in Canva but students already have enough responsibilities to then impose more uncompensated volunteer work requests. *John Valdez* added that it has become more and more difficult to use UCR branding, and that the contracted vendors already identified are well-versed and pre-approved by UCR to reprint and create for these departments.
3. Subcommittee A Department Presentation: Asian Pacific Student Programs
 - Director *Billy Caganap* and *John Valdez* gave an overview on Asian Pacific Student Programs. APSP offers ethnic and gender programs that center around servicing Asian students on campus. Campus-wide programming

events showcase a guest speaker series, which entails performance fee costs and travel expenses.

- Subcommittee A member *Sally Tavizon* inquired, with regards to programming needs, if the students not returning to campus are being taken into consideration when considering in-person events over webinar events. *Billy Caganap* clarified that students have expressed interest in in-person events over online events. *Billy Caganap* added that speaker performance fees are the same whether the event is online or in-person. If funding is not provided, APSP may have to discontinue the speaker series due to costs.
- *Chair Jared Smith* asked for clarification on funding request amounts for heritage month, performance agreements, and the speaker series. *Billy Caganap* clarified that the numbers are estimates and not contracted amounts. *Billy Caganap* clarified that printing and design costs are considered creative costs of hosting the events.
- *Chair Jared Smith* inquired if the performance agreement requests were separate from the heritage month event requests. *Billy Caganap* clarified that those are two separate events.
- *Chair Jared Smith* inquired about the printing and reprographics request. *Billy Caganap* clarified that those expenses are not related, the requests are an expense in addition to already existing expenses.
- *Chair Jared Smith* inquired about how the department tracks graduate student engagement at their events. *Billy Caganap* clarified that currently graduate student engagement is not tracked but the department is working towards in-depth tracking and measuring which population of students are attending.

4. Subcommittee B Department Presentation: Student Life

- Directors *Ellen Whitehead*, *Carly Garcia*, *Jennifer Ferrante*, and *John Valdez* presented on Student Life, which is dedicated to the continued education and holistic development of student experiences. Highlander Link is widely utilized online database campus wide
- *Chair Jared Smith* asked if the department is asking for funding for veterans and student assistants. *Carly Garcia* clarified that Student Life will not be requesting funding as a temp funding sourced has been identified for the next fiscal year. *Carly Garcia* clarified that funding for salaries is received from the Veteran Affairs (VA) office.
- *Chair Jared Smith* inquired about the mascot services and how it benefits all units on campus. *Chair Jared Smith* inquired about who specifically funds the mascot services program. Student life confirmed that though athletics has their own mascot, the campus mascot is funded exclusively from Student Life funds.
- *Vice Chair Michael Seley* inquired about Highlander Link and asked how many users actively use this resource. *Carly Garcia* clarified that every student has used it at least once, but it has about 20k total users. Highlander Link is also used to conduct a student involvement calculator that guides students to organizations on campus that may be suitable for them.

- *Chair Jared Smith* inquired if departments share in funding the Highlander Link. *Ellen Whitehead* confirmed that Student Life is the only department funding Highlander Link resource at this time.

5. Subcommittee B Department Presentation: AVC Dean of Students

- Director *John Valdez* and Associate Vice Chancellor and Dean of Students *Dr. Christine Mata* presented an overview on AVC Dean of Students, which provides support and guidance to students as well as connects students to campus and community resources.
- *Chair Jared Smith* asked for clarification regarding the facilitation and estimate for the common ground workshop. *John Valdez* clarified that the cost estimate for common ground workshops is based on prior years and has increased due to minimum wage. *John Valdez* added that the cost of the workshop did not differ from an in-person and remote environment, adding that the costs are comparable. *John Valdez* explained that the retreat funding request is lower than the amount requested in prior years.
- *Michalis Faloutsos* inquired about more information regarding the common ground retreat. *John Valdez* explained that the common ground retreat is an off-campus retreat, funded by DOS and SSFAC. All first-year students take part in the common ground workshops. Historically, the three-day retreat takes place in Oak Glen, during spring break, following a series of workshops focused on diversity and inclusion. Associate Vice Chancellor and Dean of Students *Dr. Christine Mata* explained that topics such as campus climate and identity issues are discussed during the retreat as an introduction to on-campus experiences and the retreat offers a transformative experience that helps students gain skills marketable after college.
- *Chair Jared Smith* inquired if the speaker funding request was earmarked for a specific presentation or an augmentation to existing funding.
- Associate Vice Chancellor and Dean of Students *Dr. Christine Mata* explained that AVC DOS is working towards shifting to a post-pandemic climate by hoping to garner motivational speakers and partnering with health and wellness to bring back engagement opportunities. These plans are dependent on the amount of funding that can be acquired.

6. Subcommittee D Department Presentation: AVC DOS – Office of Foster Youth

- Director *Shonté Thomas* presented an overview on AVC DOS Office of Foster Youth Services (FYSS). Since 2015, FYSS has worked on enhancing one-on-one advising, tutoring, textbook funds, access to a food pantry, and academic, professional, and personal development seminars. FYSS serves all current and former foster youth undergraduate students enrolled at UCR. FYSS follows foster youth applicants through the recruitment, graduation, and beyond.
- Subcommittee D member *Yulissa Navarro* inquired if the funding request was for specific events and student involvement. *Shonté Thomas* clarified that the goal is to use the funding to broaden and increase student engagement.

- *Chair Jared Smith* asked for clarification regarding future available services and if plans for future programs are guiding the funding requests. *Shonté Thomas* clarified that the needs of student and their FYSS student workers aid in guiding the future programs that will be offered.
- *Chair Jared Smith* inquired about the supply and demand of the summer internship program. *Shonté Thomas* explained that the summer internship program intends to prepare students for the fall by enhancing student skills, but the department receives more requests for the internship than the funding available.
- *Michalis Faloutsos* requested clarification on the process of recruiting donors for foster youth. *Shonté Thomas* explained that the number of students in FYSS have increased and there is an intent from state government and sponsors to provide more funding towards foster youth. The hope is that this awareness will help facilitate the recruitment of donors.
- *Chair Jared Smith* inquired about the outreach item requesting \$1,800 and if it is specifically for outreach efforts. *Shonté Thomas* clarified that the funding request amount is for outreach.

2. Open Comments

- *Militza Seehaver* clarified that once the budget has been finalized, the subcommittees will make a recommendation, then the Committee as a whole will conduct a final deliberation of the specific figures in the final recommendation to the Vice Chancellor of Student Affairs *Dr. Brian Haynes*.
- *Militza Seehaver* informed the Committee that a new member will join the committee starting next meeting, Staff Voting Member *Essam Ulhaq*.
- *Michalis Faloutsos* suggested to the Committee the act of notetaking during the department presentations as information aid during future committee deliberation. *Chair Jared Smith* concurred and encouraged the Committee members to note-take for future reference.

3. Chair Comments

- *Chair Jared Smith* announced that two members have withdrawn from SSFAC and new members will be joining the Committee. *Chair Jared Smith* informed the Committee to expect a follow-up on subcommittee business as to assure that the conversations between members are being streamlined.
- *Chair Jared Smith* encouraged and reminded the Committee members to be present and available during the full two-hour SSFAC meeting in efforts to be considerate of the department time and efforts in creating presentations.

4. Adjourn: 4:54 PM

- *Motion to Adjourn by Michalis Faloutsos, Seconded by Vice Chair Michael Seley.*
 - *Adjournment Approved without Objections.*