

Tuesday, February 22nd, 2022; 3:00 PM to 5:00 PM

Meeting Minutes

Zoom Meeting | Meeting Minutes Approved on April 12th, 2022

Name	Association	Voting Privilege ¹	Attendance ²
Jared Smith	Graduate, Chair	X	P
Salvador Jr. Olguin	Undergraduate	X	P
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
Essam Ulhaq	Staff	X	A
William Wang	Ex-Officio, ASUCR President		A
Valeria Dominguez	Ex-Officio, 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 Vice Chair Michael Seley, Seconded by Victor Garcia.*
 - ***Agenda Approved without Objections***
2. Approve Meeting Minutes – February 8th, 2022
 - *Motion to Approve the Meeting Minutes of February 8th, 2022 by Rong Hai, Seconded by Vice Chair Michael Seley.*
 - ***Meeting Minutes of February 8th, 2022 Approved without Objections.***
3. Subcommittee C Department Presentation: Counseling & Psychological Services (CAPS)
 - Director *Dr. Elizabeth Mondragon* presented a brief overview of Counseling and Psychological Services (CAPS) and how the department has virtually adapted traditional services during the Covid-19 pandemic, such as virtual in-takes, virtual therapy, referrals for long term/specialty care, access to crisis counselors 24/7, and virtual same-day appointments.
 - Vice Chair *Michael Seley* thanked the department for the presentation. Vice Chair *Michael Seley* inquired if the department was involved in government advocacy and if legislative advocacy expenses were incurred. *Dr. Elizabeth Mondragon* clarified that no expenses were incurred through the government advocacy effort.
 - Vice Chair *Michael Seley* inquired if the department foresaw the growth of services in the upcoming years. *Dr. Elizabeth Mondragon* clarified that CAPS is using SMH funding to hire new staff. The department has anticipated to continue to provide hybrid opportunities to students as the hybrid opportunities have worked well with students and expanding the department services.
 - Vice Chair *Michael Seley* inquired if the department had a recruitment plan to hire more clinicians. *Dr. Elizabeth Mondragon* clarified that CAPS has worked with Human Resources and advertising regarding the recruitment plan to hire more clinicians. *Dr. Elizabeth Mondragon* added that the recruitment process has been difficult as there is a competitive hiring environment at this time.
4. Subcommittee D Department Presentation: Career Services Center
 - Director *Sean Gil* presented an overview of Career Services Center (CSC) and provided a brief summary of the funding request priorities.
 - Vice Chair *Michael Seley* thanked the department for their presentation. Vice Chair *Michael Seley* inquired if the department has worked on making connections with the public service and government sector. *Sean Gil* stated that the Career Services Center is aware that students are interested in government jobs and the department is working on creating partnerships with the UCR School of Public Policy.

- *Michalis Faloutsos* inquired if there are any projects using software to automate some of the current processes of the Career Services Center. *Michalis Faloutsos* offered to share the Google presentation lecture video on enhancing career development skills.
- Chair *Jared Smith* inquired about the services CSC received from Financial Aid Service Team (FAST) for the FTE's that were forfeited to FAST. *Sean Gil* stated that no services are being provided.
- Chair *Jared Smith* inquired if there are any FTE's being returned to CSC as the department is no longer working with FAST. *John Valdez* clarified that one full time position will be transferring to the Career Services with the transition and that FAST will be assisting with finalizing transactions during the transitions.

5. Subcommittee D Department Presentation: Student Affairs Marketing & Communications (SAMC)

- Director *Luis Bravo* presented a brief overview of Student Affairs Marketing and Communications (SAMC), which operates as a specialized team under University Communications, Student Life, and partnerships with other departments. SAMC provides services to initiatives aligned with the Strategic Plan of Student Affairs, empower the division, involved in campus-wide events, and working towards future support services.
- Chair *Jared Smith* noted that the department narrative mentioned a partnership with Student Affairs to “align requests to the division’s strategic plan”. Chair *Jared Smith* inquired what happens to requests from programs or units whose needs do not align with the strategic plan of the division. *Luis Bravo* stated that a project that does not align with the strategic goal can develop the design with Canva. *Luis Bravo* added that departments are being trained to do independent work on Drupal and Canvas. Chair *Jared Smith* further inquired if SAMC provided grants to other departments for the work that SAMC no longer does for departments on campus. *Luis Bravo* stated that SAMC does not provide funding to departments to assist with expenses on projects for work that the department used to do and no longer does.
- *Michalis Faloutsos* offered to collaborate with department in connecting SAMC with students that are skilled in Canva and other graphic design software.

6. Subcommittee D Department Presentation: International Students and Scholars

- Director *Michael William Schmelzle* presented a brief overview of the International Students and Scholars (ISS) department, which supports and promotes the success, wellness and personal growth of the international students and scholars through expert advising, intercultural programming, and advocacy.
- Chair *Jared Smith* noted that the department currently did not express an unmet need but forecast increased costs as events and programming return to in-person. Chair *Jared Smith* inquired which programs and services the department anticipated would have grown in demand in the wake of the pandemic. *Michael William Schmelzle* stated that the department expected to see growth in the in-person events and programming as it is important for students to assimilate in the university surroundings. *Michael William Schmelzle* added that the department

has been working on bringing students back to campus and the department has considered awarding emergency grants to international students. Chair *Jared Smith* expressed encouragement to hear that the department will be providing emergency grants to international students as international students did not qualify for help from the government during the pandemic.

7. Subcommittee B Department Presentation: Information Technology Solutions (ITS)

- CFAO *Shelley Gupta* and Director *Josh Bright* provided an overview of Information Technology Solutions (ITS) and a brief summary of the funding request priorities.
- Chair *Jared Smith* noted an upcoming cost from Google over 4 years at 465K and inquired how much of the Google expense will be paid out of the Student Technology Fee. CFAO *Shelley Gupta* clarified that the Google cost may be potentially related to the Student Technology Fee. CFAO *Shelley Gupta* explained that Google had been free for the last fifteen years and the department is considering the use of the existing carryforward for the current year but the long-term strategy is to look at the campus to fund the expense.
- Chair *Jared Smith* asked about the impetus for reducing the dorm occupant communications infrastructure fee from \$70/per to \$10/per and if the difference in funding being made up by 20000 funds. CFAO *Shelley Gupta* answered that no student services fee funding is being used to backfill the budget shortfall.
- Chair *Jared Smith* inquired about any talks with administration about transitioning off SSF funds as it relates to funding the two unfilled positions. CFAO *Shelley Gupta* clarified that the two SS fee funding currently vacant will need to be filled as the department is understaffed. CFAO *Shelley Gupta* explained that the department had four different layoffs and lost forty positions in the last years.
- Vice Chair *Michael Seley* inquired about any way to lower the cost of Google and Microsoft service fees. *Josh Bright* explained that both services are licensed with the school and it would be a challenging situation to transfer the entire campus as the entire campus is deeply embedded in the Google and Microsoft ecosystem.

8. Open Comments

- Chair *Jared Smith* encouraged the Committee to review the planning calendar to prepare the next steps of the budget recommendation process.
- *Militza Seehaver* informed the Committee there will be no unmet need requests from the last four departments that will be presenting at the next meeting. *Militza Seehaver* added that the Committee will begin budget deliberations at the meeting after next. *Militza Seehaver* reminded the Committee members to confirm their reconfirmation status for the next fiscal year.
- Chair *Jared Smith* explained that the reconfirmation responses will be crucial in the SSFAC recruitment process.

9. Chair Comments

- Chair *Jared Smith* provided the Committee a brief summary of the discussion that took place at the Council on Student Fees (CSF) meeting. Chair *Jared Smith* explained that the CSF meeting was well-attended and the other SSFACs shared plans for the future and how other SSFACs focus on the language of referendum,

an item the current SSFAC may potentially revisit. Chair *Jared Smith* added that the challenges with recruiting members for the committee and methods to encourage applicants to apply for SSFAC were also discussed. Chair *Jared Smith* noted that UCLA athletics had annually received SSF funds and the SSF funds have been returned back to SSF, as UCR is experiencing a similar situation.

10. Adjourn: **4:59 PM**

- *Motion to Adjourn by Michalis Faloutsos, Seconded by Valeria Dominguez.*
 - *Adjournment Approved without Objections.*