

Tuesday, March 8th, 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	AL
Sally Tavizon	Staff	X	A
Essam Ulhaq	Staff	X	A
William Wang	Ex-Officio, ASUCR President		A
Valeria Dominguez	Ex-Officio, GSA President		P/LE
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: **3:02 PM**

1. Approve the Agenda

- *Motion to Approve the Agenda by Vice Chair Michael Seley, Seconded by Michalis Faloutsos.*
 - ***Agenda Approved without Objections***

2. VCSA Presentation

- Student Affairs Interim CFAO *Kim McDade* provided an update and overview of how the Vice Chancellor Office of Student Affairs office (VCSA) utilizes the Student Services Funding to provide administrative support to SSFAC and to other Student Affairs departments. *Kim McDade* welcomed the Committee to ask questions in regard to VCSA support to other campus units.
- Vice Chair *Michael Seley* asked for clarification as to what the VCSA administration represents. *Kim McDade* clarified that VCSA administration is the central supporting office to the Vice Chancellor of Student Affairs *Dr. Brian Haynes* and is located in Hinderaker Hall. *Militza Seehaver* explained the structure of the VCSA administration and departmental units that reside within Student Affairs.
- Vice Chair *Michael Seley* inquired if Student Affairs will be submitting any unmet needs for consideration as it relates to the budget call deliberation. *Militza Seehaver* stated that Student Affairs administration does not submit an unmet need request as it does not directly provide programs to students.

3. Preliminary Subcommittee Recommendations Discussion 1

- Chair *Jared Smith* discussed the SSFAC Allocation Discussion Guidance manual with the Committee, which overviews the budget call process, preliminary consideration, allocation possibilities, permanent funding opportunities, and top-level considerations that align with the Regent Policy 3101, outlining appropriate uses of SSF funds, committee appeal process, and the final allocation recommendation process.
- Chair *Jared Smith* reminded the Committee that the role of SSFAC in the budget call process is to make final recommendations to the Vice Chancellor of Student Affairs *Dr. Brian Haynes*, and historically, the recommendations are accepted.
- Chair *Jared Smith* explained to the Committee that the budget call process is an opportunity to consider student needs across campus and stipulate revisions to bylaws based on the experience.
- Chair *Jared Smith* reminded the Committee that SSFAC does not have an obligation to fully fund an unmet need request permanent or temporarily if the unmet need request does not align with the VCSA Strategic Plan and the Regent Policy 3101. Chair *Jared Smith* reminded the Committee that the final recommendations are not a judgement of value of the departments.
- Chair *Jared Smith* reviewed prior year meeting minutes with the Committee in preparation for submitting allocations and the voting process. Chair *Jared Smith*

reviewed the timeline of upcoming items on the planning calendar with the Committee. Chair *Jared Smith* thanked the Committee for the time and work commitment to the budget call process.

- *Michalis Faloutsos* inquired if the SSFAC Allocation Discussion Guidance manual would be provided to the committee and asked if the subcommittees will be financially guided in terms of how much can be allocated to each department. Chair *Jared Smith* stated that the subcommittees are divided by theme of departments and that some departments may have a higher or lower unmet need request than other subcommittee departments. *Militza Seehaver* added that a master spreadsheet with financial figures would be provided to the Committee.
- *Militza Seehaver* provided an overview of the master budget spreadsheet, which outlined how the subcommittees will submit recommendations based on each individual department request within that subcommittee. *Militza Seehaver* explained that the subcommittees will discuss within the group and then the Committee as a whole will deliberate a final recommendation, which will be reviewed by the CFAO and Vice Chancellor of Student Affairs *Dr. Brian Haynes*. Once the recommendation is reviewed by Vice Chancellor *Dr. Brian Haynes*, there may be an appeal process or the SSFAC recommendations may be accepted, and the departments are informed of the allocated amount.
- *Militza Seehaver* reminded the Committee that additional meeting dates can be added to the planning calendar if more deliberation time is needed.

4. Open Comments

- Chair *Jared Smith* invited the Committee to recommend the addition of discussion items on the upcoming agendas.

5. Chair Comments

- Chair *Jared Smith* acknowledge the geopolitical situation in Europe and invited the Committee members to reach out in the case that support, and resources are needed.
- Chair *Jared Smith* reminded the Committee that the budget deliberation period may be extended should the subcommittee discussion run longer than expected.

6. Adjourn: **4:31 PM**

- *Motion to Adjourn by Michalis Faloutsos, Seconded by Victor Garcia.*
 - ***Adjournment Approved without Objections.***