

Wednesday, March 10, 2021; 3:00 PM to 4:00 PM

Meeting Minutes

Zoom Meeting | Approved on Wednesday, April 7, 2021

Name	Association	Voting Privilege <sup>1</sup>	Attendance <sup>2</sup>
Julian Brambila	Undergraduate, Chair	X	P
Angelica Garcia	Undergraduate, ASUCR VP of Internal Affairs	X	LE
Ivan Fernandez	Undergraduate	X	P
Lennin Kuri	Undergraduate	X	P
Yulissa Navarro	Undergraduate	X	P
Hannah Kim	Undergraduate	X	A
Salvador Jr. Olguin	Undergraduate		P
Aaron Walter	Undergraduate		P
Judit Palencia Gutierrez	GSA	X	P
Arielle Manganiello	GSA	X	P
Mark Wiley	GSA	X	A
Jared Smith	GSA		P
Sabrina Schuster	Staff	X	P
Sally Tavizon	Staff	X	AL
Rong Hai	Faculty	X	P
Michalis Faloutsos	Faculty	X	P
Luis Huerta	Ex-Officio, ASUCR President		A
Nichi Yes	Ex-Officio, GSA President		P
Cathy Eckman	Ex-Officio, VCSA		P
Debra Meneely	Ex-Officio, VCSA		P
Militza Seehaver	Staff Support, VCSA		P
Daisy Rivera	Student Secretary, VCSA		P

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

<sup>2</sup> 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 Angelica Garcia, Seconded by Jared Smith.*
    - ***Agenda Approved without Objections***
2. Table Approval of the Meeting Minutes – February 10, 2021
  - ***Approval of the Meeting Minutes of February 10, 2021 Tabled without Objections.***
3. Approve the Meeting Minutes – February 24, 2021
  - *Motion to Approve the Meeting Minutes of February 24, 2021 Yulissa Navarro, Seconded by Jared Smith.*
    - ***Meeting Minutes of February 24, 2021 Approved without Objections.***
4. CFAO Update
  - *Cathy Eckman* presented an overview of the SSFAC Committee Operating Budget and provided actuals and projections of the annual budget. *Cathy Eckman* explained that the 2020 academic summer revenue was much higher than the anticipated projections but that may be an outlier and change during the 2021 academic summer. *Cathy Eckman* discussed the various funds allocated to the Committee on an annual basis and accounted for the impact that COVID-19 has had on the budget.
  - *Cathy Eckman* explained to the Committee that projections for the 2021 academic summer have not yet been estimated. *Cathy Eckman* stated that there were represented staff salaries increased this year due to their union contract specifications, but non-representative staff did not receive raises. Additionally, she noted that when salaries increase so do benefits as benefits are a percentage of salaries.
  - *Cathy Eckman* informed the Committee that across the board the campus did not have a budget call this year as the campus applied a budget reduction to core funds. Student Services Fees (fund #20000) are considered a core fund to all departments on campus.
  - *Cathy Eckman* explained that the UCOP assessment fee is an administrative fee, which the FY 2018-2019 Committee decided to not fund for student service departments, and instead the departments would make a request to the Committee during the annual budget process. *Cathy Eckman* reminded the Committee that the formal budget allocation process did not take place last year or this year due to the COVID pandemic and the resulting budget reductions across campus.
  - *Cathy Eckman* informed the Committee that the UC system adopted the UCPath payroll system and that originally UCR paid for the costs of implementing UCPath. *Cathy Eckman* added that UCR opted for a Shared Services model to prevent the UCPath system from receiving an overwhelming load of requests by multiple UCR departments and to ensure there were subject matter experts handling payroll processes. However, the cost of these services are passed on to

each organization and/or department. Additionally, *Cathy Eckman* informed the Committee that each time a payroll transaction is processed, such as a new student being hired, the departments are charged a fee for each request based upon the time it takes to process.

- *Jared Smith* inquired about how the calculations are impacted, if at all, by the recent COVID relief legislation passed. *Cathy Eckman* responded that no funds have been allocated although the campus announced that the budget cut will go from a 15% to 11.2% budget reduction.
- *Michalis Faloutsos* asked what the fixed and variable expenses on the budget plan were. *Cathy Eckman* informed the Committee that fixed expenses are mandated and the variable expenses were those such as the SSFAC future temp or perm planned projections.
- *Sally Tavizon* informed the Committee that in FY 20-21, many of the student service departments consistently requested that SSFAC cover the Shared Services Fee, however; the process was halted due to COVID-19. *Cathy Eckman* stated that smaller departments on campus have been struggling and ultimately, UCR students are impacted.
- *Cathy Eckman* made a recommendation, with the support of the Committee, that it may be a good time to cover this expense as student service departments have had to lower programmatic services to absorb these costs.
- *Chair Julian Brambila* inquired about the budget spreadsheet containing various student service departments that SSFAC would fund. *Chair Julian Brambila* explained that the lack of funding may affect students in the long run, therefore the Committee should support the idea of moving forward with *Cathy Eckman's* recommendation.
- *Cathy Eckman* requested that the Committee make two motions to approve covering the Shared Services Fee and the UCOP Assessment Fee for the student service departments on campus. *Cathy Eckman* thanked the Committee for their consideration.
- *Jared Smith* clarified that the departments routinely requested that the Shared Services fees be covered by Student Services fees and added that *Cathy Eckman* was requesting to return to the FY 18-19 model.
- *Debra Meneely* clarified that prior to FY18-19, SSFAC would cover the Shared Services fees for the entire campus, but *Cathy Eckman's* recommendation would only be for student service departments.
- *Sabrina Schuster* and *Cathy Eckman* explained that the UCOP Assessment is a tax charged to all campuses to support UCOP Administrative Costs.
- *Jared Smith* asked about the scope of the recommendation and if it is a one-time commitment. *Cathy Eckman* responded that the recommendation can be revisited every year depending on the temporary to permanent status of the motion. *Cathy Eckman* added that if in the next fiscal year funding is available, then Student Services may cover the administrative fees. *Cathy Eckman* informed the Committee that the status of recommendation can be specified in the nomination and that the approval can be temporary to permanent; meaning if funding is adequate the committee would continue to cover these expenses each year based upon actual cost and not a blanket allocation.

- *Motion to Approve a roll call vote to fund temp to perm for the Shared Services cost for FY 2020-2021 by Chair Julian Brambila, Seconded by Jared Smith.*

- **Roll Call Vote | Yea: 10 | No: 0 | Abs.: 0 |**

- *Julian Brambila: yea*
- *Rong Hai: yea*
- *Michalis Faloutsos: yea*
- *Lennin Kuri: yea*
- *Judit Palencia Gutierrez: yea*
- *Sabrina Schuster: yea*
- *Sally Tavizon: yea*
- *Yulissa Navarro: yea*
- *Nichi Yes: yea*
- *Jared Smith: yea*

- *Motion to Approve a roll call vote to fund temp to perm for the UCOP Assessment fees for FY 2020-2021 by Chair Julian Brambila, seconded by Sally Tavizon.*

- **Roll Call Vote | Yea: 10 | No: 0 | Abs.: 0 |**

- *Julian Brambila: yea*
- *Rong Hai: yea*
- *Michalis Faloutsos: yea*
- *Lennin Kuri: yea*
- *Judit Palencia Gutierrez: yea*
- *Sabrina Schuster: yea*
- *Sally Tavizon: yea*
- *Yulissa Navarro: yea*
- *Nichi Yes: yea*
- *Jared Smith: yea*

5. Chair Comments

- *Chair Julian Brambila updated the Committee on the SSFAC Application, adding that it has successfully been added to the ASUCR weekly newsletter. Chair Julian Brambila reminded the Committee can reach out with any questions or concerns.*

6. Walk-On Items

- N/A

7. Adjourn: **4:09 PM**

- *Motion to Adjourn by Michalis Faloutsos, Seconded by Yulissa Navarro.*
  - *Adjournment Approved without Objections.*