



Student Services Fee Advisory Committee

Tuesday, November 19, 2019; 10:00 AM to 12:00 AM

HUB Room 379

Approved Meeting Minutes | Approved on Tuesday, January 07, 2020

Name	Association	Voting Privilege ¹	Attendance ²
Lennin Kuri	Undergraduate, Chair	X	P
Jocelyn Ortiz	Undergraduate, Vice Chair, ASUCR VP of Internal Affairs	X	P
Angela Olivares	Undergraduate	X	LE
Gustavo Tinajero	Undergraduate	X	A
Angel Keymolen Rojas	Undergraduate	X	P
Julian Brambila	Undergraduate	X	P
Judit Palencia Gutierrez	GSA	X	A
Mark Wiley	GSA	X	P
Arielle Manganiello	GSA	X	P
Rong Hai	Faculty	X	AL
Glenn Stanley	Faculty	X	P
Sally Tavizon	Staff	X	AL
Sabrina Schuster	Staff	X	A
Vincent Rasso	ASUCR Alternate		A
Ivan Fernandez	ASUCR Alternate		P
Jared Smith	GSA Alternate		P
Julian Gonzalez	Ex-Officio, ASUCR President		P
John Haberstroh	Ex-Officio, GSA President		A
Cathy Eckman	Ex-Officio, VCSA		P
Militza Seehaver	Staff Support, VCSA		P
Jayzelee Diche	Student Secretary, VCSA		P

¹ "X" indicates voting privilege

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

1. Call to Order: **10:01 AM**
2. Approve the Agenda
 - *Motion to Approve the Agenda by Arielle Manganiello, Seconded by Jocelyn Ortiz.*
 - ***Agenda Approved without Objections***
3. Approve Meeting Minutes – November 05, 2019
 - *Motion to Approve the Meeting Minutes of November 05, 2019 by Arielle Manganiello, Seconded by Angela Olivares.*
 - ***Meeting Minutes of November 05, 2019 approved without Objections***
4. Presentation by Vice Chancellor for Student Affairs, Dr. Brian Haynes
 - *VCSA Dr. Brian Haynes* thanked the committee for their participation and commitment and presented a brief update on the following upcoming campus affairs:
 - Construction of the new Student Success Building
 - The Dundee Residence Hall and Glasgow Dining Hall
 - The projected re-opening of the Barn in Winter Quarter 2021
 - A newly proposed parking garage in Lot 13
 - A new Student Health and Counselling Facility
 - *Jared Smith* questioned if the new Student Health and Counselling Facility will be built where the current facility is located. *VCSA Dr. Brian Haynes* clarified that the new facility will be located in the North District of Campus by Lot 21 and the current facility will remain open during the new facility's construction.
 - *VCSA Dr. Brian Haynes* mentioned the implementation of Strategic Planning beginning this year in light of the four following themes:
 - Strategic Theme #1: Transform the Student Experience
 - Strategic Theme #2: Creating Collaborative Partnerships
 - Strategic Theme #3: Establishing Organizational Excellence
 - Strategic Theme #4: Fostering and Advancing Social Justice
 - *VCSA Dr. Brian Haynes* extended his appreciation for the committee's efforts and looks forward to working with the committee this Academic School Year.
5. Presentation by HUB Director Brendan O'Brien
 - *HUB Director Brendan O'Brien* gave a presentation on the new Student Success Building. *Brendan O'Brien* mentioned that the three story building will accommodate the need for more classroom space on campus and provide various lounge spaces and multipurpose rooms for students. The overall goals of the Student Success Building are to provide an open, welcoming space for students to study as well as more classroom seating to potentially eliminate the use of the off-campus University Village Movie Theater for classroom space.
 - *Mark Wiley* inquired the longevity of the building as a solution for limited space on campus. *Brendan O'Brien* clarified that the goal of the Student Success Building is to keep students on campus rather than utilizing off campus grounds to conduct classes. *Cathy Eckman* added that future enrollment rates may require UCR to utilize the University Village Movie Theater or look at other options to increase classroom space in the future.
 - *Chair Lennin Kuri* inquired if the Student Success Building is within the guidelines of the Office of Sustainability. *Brendan O'Brien* confirmed that the building is within the sustainability guidelines and is lead silver certified.

6. Bylaw Update

- *Chair Lennin Kuri* explained how three Bylaw Amendments proposed by the 2018 – 2019 have not been approved by VCSA and require further review and clarification. The committee discussed each Bylaw item pending approval.
- Bylaw Item #1 – **Article III, Section A: Alternates, Subsection 2** – “In the event of a vacant voting position, an alternate from the same selection body identified in Article III. Section B., may be temporarily appointed to voting member status through the end of the academic quarter upon majority vote of the Committee. To assume the position for the remainder of the academic year, the appointment must be approved in writing by the Chancellor or Chancellor’s Designee to allow the member to continue”
 - *Cathy Eckman* suggested an option for the committee to propose an order in which alternates can be elevated to a Voting Member in the event of a vacant voting position with a pre-designation by the Chancellor or Chancellor’s Designee. *Cathy Eckman* clarified two types of Elevation, the first being a temporary elevation for a meeting in session and the second being a permanent elevation for the duration of the academic quarter or year. *Mark Wiley* agreed that the language should reflect the two types of Elevation.
- Bylaw Item #2 – **Article III, Section B: Selection and Appointment, Subsection 1** – “Student members of the Committee shall be selected by the SSFAC Chair in conjunction with the President or President’s designee of their respective governing bodies, the Associated Students (ASUCR) and the Graduate Student Association (GSAUCR) with approval by SSFAC. Specific qualifications are determined by the President or President’s designee of their respective selecting bodies”.
 - a) The Chair shall inform the ASUCR President and the GSA President of the application release and inquire as to the specific qualifications, and the specific qualifications set by each respective selecting bodies as long as the accommodation does not violate the SSFAC bylaws.
 - b) The SSFAC application shall be released to the student body before the third to the last SSFAC meeting in the Winter Quarter.
 - c) The selection and appointment for the following year shall be made before the second to the last SSFAC meeting in the Spring Quarter.
 - d) The entire SSFAC Committee will review all student member applications and make final recommendations for appointment to the Committee to the Chancellor/Chancellor’s Designee after each respective governing body has provided their recommendations
 - *Militza Seehaver* suggested that Bylaw Item #2 should become Appendix B as this change is procedural in nature and that Campus Council suggested that it should include a requirement of good standing for students. *Cathy Eckman* clarified the process of determining good standing would be managed by Student Conduct & Academic Integrity Programs.
- Bylaw Item #3 – **Article V, Section D: Quorum** – “Quorum for both regular and special meetings shall be seven voting members. Additionally, if a meeting is planned to occur and fails to achieve quorum at any time of the meeting, then the meeting will be cancelled. If the meeting has begun with quorum and lost quorum during the meeting, then the Committee may decide to proceed into discussion or adjourn the meeting. An alternate may not be temporarily appointed to voting member status to satisfy quorum unless Article III, Section A: Alternates, Subsection 2 is pursued”.

- The committee agreed that Bylaw Item #3 will be reviewed with further discussion of Bylaw Item #1.

7. Call and Narrative Discussion

- *Cathy Eckman* clarified how the Narrative acts as a Reporting Tool for departments to document their unmet needs.
- *Militza Seehaver* indicated that the committee is welcome to suggest any changes to the current questions. *Chair Lennin Kuri* proposed that new questions could be suggested via email.
- *Jared Smith* suggested to include a question that would determine the percentage of awarded funds used by undergraduates and graduates if the department has such information on record.
- *Cathy Eckman* mentioned that the Chair and Vice Chair will receive a draft of the Call Letter for review.

8. Subcommittee Assignments

- *Chair Lennin Kuri* indicated that the Subcommittees for the Budget Recommendation Process are divided based on SSFAC's anticipation to receive requests from specific departments. The Subcommittees are subjected to re-arrangement based on the actual requests received by the VCSA's Office.
- *Chair Lennin Kuri* asked the committee to fill out the Subcommittee Preference Forms provided in the Agenda Packet to help accommodate members in the Subcommittee Assignment process.

9. Chair Comments

- *Chair Lennin Kuri* indicated that this is the last meeting of the quarter and wished the committee good luck with upcoming finals.
- *Chair Lennin Kuri* mentioned a CSF update in regards to a possible fee to support student advocacy by the University of California Student Association which is currently under further review and discussion.

10. Public Comments

- No Public Comments

11. Adjourn: **11:17 AM**

- *Motion to Adjourn by Arielle Manganiello, Seconded by Mark Wiley.*

Adjournment Approved without Objections