



Student Services Fee Advisory Committee

Wednesday, April 21, 2021; 3:00 PM to 4:00 PM

Meeting Minutes

Zoom Meeting | Meeting Minutes Approved on April 28, 2021

Name	Association	Voting Privilege ¹	Attendance ²
Julian Brambila	Undergraduate, Chair	X	P
Angelica Garcia	Undergraduate, ASUCR VP of Internal Affairs	X	P
Ivan Fernandez	Undergraduate	X	A
Lennin Kuri	Undergraduate	X	P
Yulissa Navarro	Undergraduate	X	P
Hannah Kim	Undergraduate	X	P
Salvador Jr. Olguin	Undergraduate		P
Aaron Walter	Undergraduate		P
Judit Palencia Gutierrez	GSA	X	P
Arielle Manganiello	GSA	X	A
Mark Wiley	GSA	X	A
Jared Smith	GSA		P
Sabrina Schuster	Staff	X	A
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		A
Cathy Eckman	Ex-Officio, VCSA		P
Debra Meneely	Ex-Officio, VCSA		P
Militza Seehaver	Staff Support, VCSA		P
Daisy Rivera	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 Michalis Faloutsos, Seconded by Yulissa Navarro.*
 - ***Agenda Approved without Objections***

2. Budget Call Spreadsheet Review/Update

- *Chair Julian Brambila* revisited the budget call spreadsheet with the Committee and reviewed recent changes made to the document such as revisions of the color scheme and fonts, as the Committee had mentioned in the previous meeting that the interface of the document was bright.
- *Chair Julian Brambila* informed the Committee of the budget call questions that were rephrased and added a question inquiring about how the Covid-19 pandemic has had an impact on the departments.
- *Jared Smith* concurred with the changes made by *Chair Julian Brambila*, adding that the change of color and font to the budget call document eliminates any eye strain after viewing the information-heavy document for a long period of time.
- *Cathy Eckman* asked if the Covid-19 impact question added by *Chair Julian Brambila* was inquiring for the departments to respond in terms of a dollar amount or in terms of service impact in how they were affected. *Chair Julian Brambila* responded that the departments should respond in terms of both financial and service impact.
- *Chair Julian* rephrased the budget call question to, “How has your department’s budget and program services been impacted by Covid-19? Explain both.” The Committee as a whole agreed with the rephrasing of the question and the interface changes made by *Chair Julian Brambila*.

3. Chair Election Discussion

- *Chair Julian Brambila* discussed the upcoming SSFAC Chair election and encouraged the Committee members to self-nominate or to nominate other members for the SSFAC Chair position of FY 2021-2022.
- *Chair Julian Brambila* informed the Committee that the chair interview questions will be similar to last year’s chairperson interview questions. *Chair Julian Brambila* explained that the chairperson of SSFAC is also part of the Council on Student Fees (CSF). *Chair Julian Brambila* added that the chairperson may have the opportunity to visit and attend UC cross-campus meetings on behalf of CSF.

4. SSFAC Application Update

- *Chair Julian Brambila* informed the Committee that three more applications had been received since the SSFAC application deadline was extended to Friday, April 23, 2021.
- *Jared Smith* inquired about the process of reviewing applications after application submissions have closed. *Chair Julian Brambila* explained that the Chair, *Vice Chair Angelica Garcia*, *ASUCR President Luis Huerta*, and *GSA President Nichi Yes* review the SSFAC applications.

- *Militza Seehaver* informed the Committee that last year was the first year that the academic conduct check was implemented, adding that the Committee first selected the members they wanted to induct and then those selected candidates underwent the academic conduct check. *Militza Seehaver* explained that first the selected candidates from the SSFAC applications were finalized and then the academic conduct checks were conducted.
- *Cathy Eckman* informed the Committee that it is important to maintain confidentiality in the case that a selected candidate does not pass an academic conduct check.
- *Chair Julian Brambila* explained that the last meeting will be in late May 2021.
- *Militza Seehaver* reminded the Committee that *Vice Chancellor Dr. Brian Haynes* imparts final remarks during the last SSFAC meeting but the date of the final SSFAC meeting has not yet been finalized.

5. Chair Comments

- *Chair Julian Brambila* inquired if the Committee had access to the new SSFAC SharePoint site, as that is where the election questions and application documents will be posted.
- *Militza Seehaver* explained to the Committee that there is an email server discrepancy, meaning that the UCR students that utilize Gmail server will have trouble accessing the Microsoft SharePoint site. *Militza Seehaver* informed the Committee of a meeting with Information Technology (IT) to see what can be done to facilitate the process for the Committee.
- *Chair Julian Brambila* informed and invited the Committee to attend the upcoming Council on Student Fees (CSF) meeting on April 25th, 2021. *Chair Julian Brambila* informed the Committee that the CSF meeting invitation and agenda would be sent via email.

6. Walk-On Items

- *Cathy Eckman* gave a final goodbye to the Committee and the Committee extended their thanks to *Cathy Eckman* for her work with SSFAC.

7. Adjourn: **3:29 PM**

- *Motion to Adjourn by Michalis Faloutsos, Seconded by Jared Smith.*
 - *Adjournment Approved without Objections.*