



Student Services Fee Advisory Committee

Tuesday, October 12, 2021; 3:00 PM to 5:00 PM

Meeting Minutes

Zoom Meeting | Meeting Minutes Approved on October 26, 2021

Name	Association	Voting Privilege ¹	Attendance ²
Jared Smith	Graduate, Chair	X	P
Salvador Jr. Olguin	Undergraduate	X	P
Yulissa Navarro	Undergraduate	X	P
Orlando Cabalo	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
Amaretta Azevedo	Graduate		A
Rong Hai	Faculty	X	P
Michalis Faloutsos	Faculty	X	P
Sally Tavizon	Staff	X	A
Sabrina Schuster	Staff	X	A
William Wang	Ex-Officio, ASUCR President		A
Nichi Yes	Ex-Officio, GSA President		A
Veronica Ruiz	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 Michael Seley.*
 - ***Agenda Approved without Objections***

2. Approve Meeting Minutes – October 5, 2021

- *Motion to Approve the Meeting Minutes of October 5, 2021 Orlando Cabalo, Seconded by Michalis Faloutsos.*
 - ***Meeting Minutes of October 5, 2021 Approved without Objections.***

3. Student Survey Discussion

- *Chair Jared Smith* discussed the most recent Student Survey conducted in FY18-19 by previous *Chair Jonathan Li*.
- *Chair Jared Smith* thanked *Militza Seehaver* for recalling that a copy of the questions was available as part of the FY18-19 year-end report. The committee as a whole reviewed the survey questions.
- *Chair Jared Smith* added that the SSFAC-conducted student survey of the fiscal year 2018-2019 was open to only undergraduate students of UCR, the questions were phrased in a pre-pandemic manner, and it was administered in person/google form.
- *Chair Jared Smith* suggested opening the survey to graduate students as opposed to only receiving responses from undergraduate UCR students. *Chair Jared Smith* made the recommendation to utilize specific questions in regard to what sorts of programs should receive funding according to student preferences.
- *Chair Jared Smith* observed that the previous SSFAC survey determined that students were not clear as to what SSFAC is nor did the survey narrow down student funding preferences. *Chair Jared Smith* suggested that the Committee will have to consider methodology should an SSFAC-conducted survey take place.
- *Chair Jared Smith* clarified that the fiscal year 2018-2019 survey contained first-hand student responses and ultimately not enough information was collected to reach a conclusive response. *Chair Jared Smith* expressed that the vision is to use the survey as a tool to collect accurate information from different student voices on campus.
- *Michael Seley* worked with UCR Student Voice outreach and mentioned that there were a limited number of UCR colleges that submitted responses to the fiscal year 2018-2019 survey. *Chair Jared Smith* responded with the suggestion to try using more tools and resources to reach as many colleges as possible.
- *Michael Seley* asked if there was a way that the committee can distribute the survey directly from SSFAC to students as opposed to collaborating with ASUCR or GSA to reach students. *Chair Jared Smith* agreed that the committee may be able to use a singular channel to distribute the survey to the student population of UCR.

- *Militza Seehaver* added that the Committee could partner with the VCSA Director of Research and Assessment to disseminate the SSFAC survey using the secure platform, Qualtrics.
- *Chair Jared Smith* welcomed the committee members to share any ideas and preferences as to where the committee efforts should be focused. *Chair Jared Smith* added that there has been recent focus and speculation on student fees.
- *Chair Jared Smith* requested a motion to vote on forming a subcommittee to focus on the student survey questions.
- The Committee as a whole did not submit a motion to form a subcommittee to focus on the student survey questions.

4. Vice Chair Discussion – Nominations and Questions

- *Chair Jared Smith* reviewed with the Committee the Vice Chair selection process and the duties entailed to the position described in the Bylaws. The Vice Chair is responsible for assisting with meeting minutes and finalizing the official document. *Chair Jared Smith* informed the committee of the role of the Vice Chair positions in the committee of Council on Student Fees (CSF).
- *Chair Jared Smith* reminded the Committee that all Vice Chair nominations must be accepted by the person being nominated and that self-nominations were also encouraged. *Chair Jared Smith* continued to explain the election and interview process of Vice Chair nominees.
- *Militza Seehaver* reminded the Committee that the anonymous poll feature on Zoom is used to cast a vote to elect the Vice Chairperson during the election.
- *Chair Jared Smith* reviewed the fiscal year 2020-2021 Vice Chair interview questions with the Committee. *Chair Jared Smith* encouraged the Committee to recommend any edits, revisions, or additional questions to the document. *Michalis Faloutsos* added that the questions used last year were still applicable for the current year.
- *Chair Jared Smith* asked *Militza Seehaver* when the deadline would be for the Committee to suggest any revisions to the Vice Chair Interview Questions document. *Militza Seehaver* responded that changes should be finalized during the meeting as the next scheduled SSFAC meeting consisted of the Vice Chair elections. This would result in the committee not having time to discuss any suggested revisions prior to the election. *Militza Seehaver* clarified that the breakout rooms feature on Zoom would be utilized to interview candidates separate from other candidates.
- *Militza Seehaver* suggested that it would be beneficial for the Committee to decide on the time allotted per Vice Chair Interviewee. The Committee as a whole agreed on allotting 10 minutes per candidate interview.
- *Motion to Approve the Vice Chair Interview Questions by Orlando Cabalo, Seconded by Michalis Faloutsos.*
 - ***Vice Chair Interview Questions Approved without Objections.***

5. Open Comments

- N/A

6. Chair Comments

- *Chair Jared Smith* encouraged committee members to self-nominate, nominate other committee members during the meeting and to nominate others via email. No committee members submitted a nomination during the meeting.
- *Chair Jared Smith* reminded the Committee that the next SSFAC meeting would be on the 26th of October 2021 from of 3:00 PM to 5:00 PM.
- *Chair Jared Smith* reminded the Committee that CSF meetings generally discuss talks with the UC Regents and updates on what other UC campuses' SSFAC committees are working on. *Chair Jared Smith* encouraged members to attend CSF meetings and assist with discussing SSFAC operations at UCR during the budget call process.
- Due to a lack of committee response during the student survey discussion, *Chair Jared Smith* amended the suggestion to motion and clarified that an email on requesting volunteers for a student survey subcommittee would be sent out to the Committee.

7. Adjourn: **4:02 PM**

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