

Monday, February 5th, 2024; 1:30 PM to 3:30 PM
Meeting Minutes
HUB 260 | Meeting Minutes Approved on February 12th, 2024

Name	Association	Voting Privilege ¹	Attendance ²
Jose Alvarez	Graduate, Chair	X	P
Chukwufunaya Ikechukwu	Undergraduate, Vice Chair	X	A
Ruhi Barman	Undergraduate, ASUCR VP of Internal Affairs	X	P
Phoebe Lee	Undergraduate	X	P
Grace Su	Undergraduate	X	P
Andrew Wong	Undergraduate		P
Cameron Springer	Undergraduate		P
David Nikom	Graduate	X	P
Payton DePalma	Graduate		A
Rong Hai	Faculty	X	A
Scott Currie	Faculty	X	P
Sally Tavizon	Staff	X	P
	Staff	X	
Ankita Ahluwalia	Ex-Officio, ASUCR President		A
Ivett Gabriella	Ex-Officio, GSA President		A
Luisa Levario	Ex-Officio, VCSA		A
Luis Alvarez	Sta Staff Support, VCSA		P
Sarai Sierra	Staff Support, VCSA		P
Alice Chavez	Staff Support, VCSA		P
Angela Chien	Student Secretary, VCSA		P/LE

¹ “X” indicates voting privilege

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

Call to Order: **1:38 PM**

1. Approve the Agenda
 - *Motion to Approve the Agenda by Scott Currie, Seconded by Grace Su.*
 - ***Agenda Approved Without Objections***

2. Approve Meeting Minutes – January 29th, 2024
 - *Motion to Approve the Meeting Minutes of January 29th, 2024, by Grace Su, Seconded by Sally Tavizon.*
 - ***Meeting Minutes of January 29th, 2024 Approved Without Objections***

3. Financial Aid Presentation – Subcommittee D
 - Director *Jose Aguilar* gave an overview of the Financial Aid department and its responsibility in managing and offering students’ financial aid, as well as its current staffing structure.
 - *David Nikom* asked if Financial Aid have received SSFAC funding historically. Director *Jose Aguilar* noted that Financial Aid receives permanent funding for staff and budgetary needs, but not for programmatic means as Financial Aid does not offer programs.
 - *David Nikom* inquired Director *Jose Aguilar* to speak more about the Middle-Class Scholarship. Director *Jose Aguilar* stated that students automatically apply to the Middle-Class Scholarship upon completion of FAFSA, and the eligibility is calculated on family income and household asset per academic year. Beginning with the 2024-2025 academic year, the California Department of Education will be changing how it awards institutional scholarships relative to the Middle-Class Scholarships. If a student receives more than \$7,900 of scholarship dollars, the Middle-Class Scholarship will be adjusted and lowered to make it work within the eligibility rules.
 - Chair *Jose Alvarez* asked if there is something that students should keep in mind regarding the Financial Aid department? Direct *Jose Aguilar* stated that it’s importance for students to be patient with the department on communication; the US Department of Education has recently implemented “simplified” FAFSA application, but the rollout was delayed for 3 months. Even with the application simplified, students are still encountering challenges to complete it. Financial Aid will not be receiving any electronic data until mid-March, and the FAFSA application will be due April 2nd.
 - Vice Chancellor *Emily Engelschall* announced that although the deadline may be extended for filing purposes, students are still strongly encouraged to submit the application as soon as possible so that the Financial Aid office is able to turn around the awards as quickly as it can.
 - *Sally Tavizon* suggested notifying students for anticipated response time from Financial Aid.

4. Academic Resource Center – Subcommittee D

- Director *Rena Roberts* introduced Academic Resource Center's programs and goals, which included but not limited to: academic support through mentor and leadership, promote student success and retention rates in graduation, student confidence and motivation academically and personally, independently learning, and equitable and equal access to academic support services.
- *David Nikom* asked if ARC was to receive a huge grant, to what purpose would the money go towards in supporting students? Director *Rena Roberts* stated that students desire connection in terms of student services, so expanding programs where students can directly connect with a tutor or SI leader would be the most helpful. Besides expansion of programs, ARC would like to continue Successful Student Conferences to help students understand the resources that are available and how to be successful.
- *Grace Su* inquired about new ideas for programming and goals. Director *Rena Roberts* mentioned that student conferences were one of the new programs offered, alongside mindful study sessions, where students learn how to study using the Pomodoro method. ARC tweaks program to ensure that students needs are met. For example, students have complained that SI is very stem-heavy, so Director *Rena Roberts* have reached out to advisors to see what other courses and areas students are struggling in.
- *David Nikom* inquired about a \$275,000 rollover and questioned if the carryforward was not used because there were no salaries to fund with the rollover or if the department is currently understaffed? Director *Rena Roberts* noted that there was one-time HERF funding and one-time lottery funding in the 2021-2022 fiscal year. The one-time funding was utilized before tapping into the CFD from the permanent budget.
- *Sally Tavizon* recognized that while ARC is geared for undergraduates, are there supporting programs for graduate students? Director *Rena Roberts* stated that ARC works with graduate student success through presentations and trainings, alongside specialized programming. *Scott Currie* suggested writing workshops for students.
- *Cameron Springer* inquired whether ARC is the same entity that offers courses like ARC35, and if there are additional resources or assistance available for those specific courses? *Cameron Springer* took that class during freshman year, as it was a requirement and knew some individuals who faced challenges with the course. Director *Rena Roberts* noted that ARC35 will be discontinued, and instead, a course from the MATH department will be reintroduced. This quarter marks the final offering of ARC35. The course included live lab sessions and tutoring. *Cameron Springer* also mentioned that students were inquiring about whether they would be replaced or if they should transition to MATH 004. Director *Rena Roberts* stated that it is not being replaced.

5. Foster Youth Support Services – Subcommittee D

- Director *Stephen Morales* provided highlights on Foster Youth Support Services and the services that the department offers. With UCR being the

second largest foster youth serving campus with 200 foster youths, FYSS offers year-round housing, textbooks, mentorship, mental health support, community support, financial support and access to food pantry. A few of FYSS goals include increase programming, launch graduate programs, expand the pipeline to college, and secure a new resource center. Director *Stephen Morales* also provided student testimonials.

- *Grace Su* inquired if students under FYSS are partnered with housing or give students stipends for housing. Director *Stephen Morales* noted that students are partnered with housing where they set aside units and give priority to foster youth students. Additionally, FYSS supplements students' financial aid package for housing, if necessary.
- *Sally Tavizon* asked for more information on internship opportunities and collaboration with schools and colleges. Director *Stephen Morales* noted that students have found jobs outside of and inside campus through Dr. Yates, founder of FYSS, who also works in the Psychology department. Students also work with Career Service Centers for one-on-one's mentoring and support.
- *Scott Currie* asked if all housing facilities in Bannockburn are centralized in one area. Director *Stephen Morales* confirmed and stated that with new incoming staff, more cubicles are added that cuts the current office space in half. *Scott Currie* expressed concern about office space availability, in regard to FYSS providing support to student parents and children. Director *Stephen Morales* mentioned that FYSS has a steering committee for daycare that consisted of people available to help out when necessary.

6. University Relations – Subcommittee D

- Assistant Director of Community Relations *David W Edgerton* and Chief Financial and Administrative Office of VCUA Administrative Services *Kim McDade* present an overview of services, management, and support that University Relations offers. CFAO *Kim McDade* noted that Student Affairs Marketing and Communications was a part of Enrollment Services that merged with University Relations.
- Chair *Jose Alvarez* asked how much does University Relations charge for their services? Assistant Director *David Edgerton* responded that UR is funded through the departments' budget. The only fee charged are for physical materials like printing posters that departments requested.
- *David Nikom* asked if UR support student organizations through their services. Assistant Director *David Edgerton* noted while UR does not necessarily support student groups, they do support the Ethnic and Gender centers.
- *Cameron Springer* inquired about plans for growth or collaboration with student organizations. Assistant Director *David Edgerton* and CFAO *Kim McDade* stated that there are no current plans for expansion, as there has been no demand for their services from students, and there is no immediate need.
- Chair *Jose Alvarez* asked how videos are being promoted to provide students with opportunities and headshots. Assistant Director *David Edgerton*

explained that announcements are disseminated through newsletters and the student portal.

- *David Nikom* sought clarification on whether the lack of demand is the reason services are not offered to student groups. *David Nikom* asked if they would provide services if there was demand, to which Assistant Director *David Edgerton* responded that meeting increased demand would necessitate additional staffing. While UR does address student queries about branding logos, they currently do not offer additional services.
- *David Nikom* asked if Inside UCR is a Newsletter of University Relations, and Assistant Director *David Edgerton* confirmed that it is.
- *David Nikom* then inquired about the potential for expanding student services in the future. CFAO *Kim McDade* explained that expansion would depend on student needs, requiring a conversation on the subject. However, UR has not identified a current need for expansion.
- *Sally Tavizon* noticed about \$20,000 in carryforward for salaries and commencement and requested more information. CFAO *Kim McDade* clarified that programming money was not charged to commencement due to the fiscal year crossover, so not all expenses were accounted for. Some of the carryforward will be used to acquire additional Canva seats for the campus and fund a computer refresh.

7. SSFAC Guidelines

- *Luis Alvarez* informed the committee that guidelines for the departments overseeing SSFAC funds have been established. *Dr. Haynes* had previously addressed the committee, emphasizing the importance of adhering to local and university policies in utilizing these funds.
- Guidelines have been developed to facilitate the management of permanent funds, especially considering their limited growth. These guidelines have undergone campus-wide vetting, and once final edits are complete, they will be shared with the committee.

8. Open Comments

- *Luis Alvarez* observed increased engagement from committee members.
- *Sally Tavizon* pointed out that some departments in SSFAC are leveraging other student services departments. *Sally Tavizon* encouraged departments to proactively reach out to other organizations and departments, fostering partnerships and intentional collaborations. Chair *Jose Alvarez* sought clarification on how they are collaborating beyond student affairs, suggesting the initiation of a framework for accreditation in the future. Chair *Jose Alvarez* also highlighted the potential for collaboration with community-based organizations, such as Carnegie, and emphasized VCSA's role as a partner with various schools and colleges.

9. Chair Comments

- Chair *Jose Alvarez* sent an email emphasizing the significance of the SSFAC committee and questioned how students contribute to the SSFAC to ensure

proper utilization of the funds. This is achieved through active engagement, emphasizing preparation for meetings, interaction with presenters, and contemplating how the materials align with our professional goals and outcomes post-UCR. Encouraging leadership opportunities within the committee and avoiding passive participation in meetings are crucial aspects of the Committee's due diligence and responsibility.

10. Adjourn: **3:15 PM**

- *Motion to Adjourn by Grace Su, Seconded by Sally Tavizon.*
 - *Adjournment Approved without Objections.*