

**Wednesday, November 20<sup>th</sup>, 2024; 3:00 PM to 5:00 PM**  
**Meeting Minutes**  
**Hinderaker 0154 | Meeting Minutes Approved on January 24<sup>th</sup>, 2025**

| Name                   | Association                                 | Voting Privilege <sup>1</sup> | Attendance <sup>2</sup> |
|------------------------|---|-------------------------------|-------------------------|
| Chukwufunaya Ikechukwu | Undergraduate, Chair                        | X                             | P                       |
| Nadia Aierken          | Undergraduate, ASUCR VP of Internal Affairs | X                             | P                       |
| Phoebe Lee             | Undergraduate, Vice Chair                   | X                             | A                       |
| Grace Su               | Undergraduate                               | X                             | P                       |
| Andrew Wong            | Undergraduate                               |                               | P                       |
| Rishika Salvi          | Undergraduate                               |                               | P                       |
| Paula Cucurella        | Graduate                                    | X                             | A                       |
|                        | Graduate                                    | X                             |                         |
|                        | Graduate                                    |                               |                         |
| Coleen Mcnamara        | Faculty                                     | X                             | A                       |
| Scott Currie           | Faculty                                     | X                             | P                       |
| Sally Tavizon          | Staff                                       | X                             | P                       |
| Sarah Dillion          | Staff                                       | X                             | P                       |
| Abby Choy              | Ex-Officio, ASUCR President                 |                               | A                       |
| Jordan Steinhauser     | Ex-Officio, GSA President                   |                               | A                       |
| Luisa Levario          | Ex-Officio, VCSA                            |                               | A                       |
| Luis Alvarez           | Staff Support, VCSA                         |                               | P                       |
| Alice Chavez           | Staff Support, VCSA                         |                               | P                       |
| Sarai Sierra           | Staff Support, VCSA                         |                               | A                       |
| Angela Chien           | Student Secretary, VCSA                     |                               | P                       |
| Emily Lee              | 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: **3:13 PM**

1. Approve the Agenda
  - *Motion to Approve the Agenda by Andrew Wong, Seconded by Rishika Salvi.*
    - ***Agenda Approved Without Objections***
  
2. Approve Meeting Minutes – November 6<sup>th</sup>, 2024
  - *Motion to Approve the Meeting Minutes of November 6<sup>th</sup>, 2024, by Nadia Aierken, Seconded by Scott Currie.*
    - ***Meeting Minutes of November 6<sup>th</sup>, 2024 Approved Without Objections***
  
3. Budget Call Process Discussion
  - *Alice Chavez* stated that SSFAC will begin the budget call process in winter quarter. *Alice Chavez* introduced the budget training materials, terminology used for financing and budget reporting at UCR, tips on analyzing budgets, and the timeline of the budget call process.
  - *Alice Chavez* also stated that departments are notified of SSFAC budget calls each year, and departments are expected to submit an overview of their budget allocations and unmet needs by January. Departments are also invited to present to the Committee, which will be divided into subcommittees. It is the responsibility of the subcommittees to gather, deliberate, and recommend allocation amounts for each department assigned to the subcommittee. It is also the subcommittee's responsibility to follow up on additional concerns and seek clarification. Following subcommittee recommendations, the Committee, as a whole, will deliberate on the recommendations. The Chair of SSFAC will move forward to present the committee recommendations to the Vice Chancellor of Student Affairs.
  - *Alice Chavez* noted that the Committee will receive documentation for notetaking during presentations.
  - *Luis Alvarez* stated that it has been an objective to align SSF allocation with UC Regents policy, in relation to the operations of campus departments and its potential impact in supporting student success and programs. *Luis Alvarez* encouraged Committee Members to think long-term when deliberating and analyze the shift in programs for future years.
  - *Sally Tavizon* inquired if the Committee would have access to the information regarding department requests and actuals. *Alice Chavez* responded that the information will be uploaded onto the SSFAC website. *Alice Chavez* further stated that for Fiscal Year 2023 – 2024, departments were funded based on programs, while departments were given bucket funding for Fiscal Year 2024 – 2025.
  - *Alice Chavez* gave an overview of the budget call review form that will be sent out to departments to denote their actual budget allocations in relation to the total funding received from SSFAC, spending, and unmet needs. The review form, also referred to as narrative, also inquires departments about other sources of funding and the percentage of funds it contributes to the

overall departmental budget. The Committee will receive these templates, populated by departments, and reviewed by Alice, before each meeting. *Alice Chavez* noted that departments under Student Affairs and Health, Wellness, and Safety are eligible for SSF funding, except Student Disability Resource Center.

- *Alice Chavez* concluded the overview of the budget call process and emphasized that it is within the subcommittee's responsibility to ask questions during meetings and follow up on concerns with departments.

#### 4. New Committee Member Voting

- SSFAC is in need of two new Graduate Members to replace the 2023-2024 Committee Members who did not return. After careful decision and evaluation of the applicants, the Committee has selected a total of two Graduate Members to appoint.
- Committee Members casted their rankings of top 3 candidates and submitted their vote through email.
  - Graduate Member
    - Tatenda Nicole Mukuruva
      - **Voting Results**
        - **Yes: 8**
      - **Tatenda Nicole Mukuruva appointed as a Graduate Voting Member.**
    - Chandana Anand Rangappa
      - **Voting Results**
        - **Yes: 4**
      - **Chandana Anand Rangapa appointed as a Graduate Alternate Member.**

#### 5. Social Media Checklist

- *Chair Funanya Ikechukwu* briefed the Committee on the creation of a social media checklist to increase SSFAC presence among students and on campus. The social media checklist is available to Committee Members who are not able to attend weekly SSFAC meetings and would like to fulfill their attendance requirements.
- *Chair Funanya Ikechukwu* noted that Committee Members can sign up in advance.

#### 6. Open Comments

- *Alice Chavez* stated to student Committee Members that the University offers training on prejudice and professional development, to which *Alice Chavez* has student Committee Members up for.

#### 7. Chair Comments

- *Chair Funanya Ikechukwu* updated the Committee of the recent CSF meeting, which took place at UC Los Angeles. *Chair Funanya Ikechukwu* noted that the system-wide UC budget is experiencing limbo and will be expecting

budget cuts from the state and federal level. Moreover, *Chair of UC Regents John Perez* stepped down and *Governor Gavin Newsom* will appoint a new chair in the coming weeks.

- *Chair Funanya Ikechukwu* noted that the CSF executive board had inquired if UCR was interested in creating a new initiative that targets student awareness on SSF.
- *Chair Funanya Ikechukwu* invited the Committee to attend the next CSF meeting, which will take place at UC Merced. *Nadia Aierken* asked for access to CSF meeting minutes and presentations, if available.
- *Chair Funanya Ikechukwu* stated that there will be a social media post showcasing the profiles of Committee Members and asked the Committee to complete the Google Form for information.
- *Chair Funanya Ikechukwu* wished the Committee a happy and safe holiday.

8. Adjourn: **4:55 PM**

- *Motion to Adjourn by Andrew Wong, Seconded by Sally Tavizon.*
  - *Adjournment Approved without Objections.*