

Wednesday, November 5th, 2025; 9:00 to 11:00 AM
HUB 379 | Meeting Minutes
Approved on January 26th, 2026

Name	Association	Voting Privilege ¹	Attendance ²
Andrew Wong	Undergraduate, Chair	X	P
Kaden Ho	Undergraduate, ASUCR VP of Internal Affairs	X	P
Grace Su	Undergraduate	X	A
Ananya Goyal	Undergraduate	X	P
Shlok Garg	Undergraduate		P
Amrit Johal	Undergraduate		A
Chandana Anand Rangappa	Graduate	X	A
Tatenda Nicole Mukuruva	Graduate	X	P
Gene Brewer	Faculty	X	A
Zhijia Zhao	Faculty	X	A
Sally Tavizon	Staff	X	A
Leila Haidar	Ex-Officio, ASUCR President		A
Jordan Steinhauser	Ex-Officio, GSA President		P
Luis Alvarez	Ex-Officio, VCSA		A
Alice Alcantara	Staff Support, VCSA		P
Emily Lee	Student Secretary, VCSA		P

¹ “X” indicates voting privilege

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

Call to Order: **9:03 AM**

1. Approve the Agenda
 - *Motion to Approve the Agenda by Kaden Ho, Seconded by Ananya Goyal.*
 - ***Agenda Approved Without Objections***
2. Approve Meeting Minutes – October 29th, 2025
 - *Motion to Approve the Meeting Minutes of October 29th, 2025, by Tatenda Nicole, Seconded by Ananya Goyal.*
 - ***Meeting Minutes of October 29th, 2025, Approved Without Objections***
3. Welcome Remarks from Dr. Haynes & Luis Alvarez
 - The Committee introduced themselves to *Vice Chancellor Dr. Haynes* and *CFAO Luis Alvarez*.
 - *Dr. Haynes* gave a brief introduction to his role as the Vice Chancellor of Student Affairs and his contributions to UCR regarding student involvement. *Dr. Haynes* expressed the significance of SSFAC to the student body and commended the Committee's responsibility in handling a \$30 million budget. *Dr. Haynes* explained how funding positively impacts major programs within UCR and how the Committee's work does not go unnoticed. *Dr. Haynes* ended his remarks by referencing UCOP Policy 3101 is the Committee's guideline in how SSFAC should distribute funds.
 - *Dr. Haynes* introduced *Luis Alvarez*, Chief of Staff and CFAO of Student Affairs. *Luis Alvarez* gave a brief introduction to his history working in organizations like SSFAC, and the importance of this Committee at UCR. *Luis Alvarez* explained the budget model, which consists of 20000 in core funds and a \$30 million budget contingent on student enrollment, budget cuts, and other relocation of funds. This year, VCSA will be presenting a new budget template to the Chancellor regarding the 20000 funds; similar to SSFAC's discussions held in the winter. *Luis Alvarez* stated that the Chancellor will be informed of the completed procedure in January or February, which will be communicated to SSFAC to determine how funding will proceed. *Luis Alvarez* ended his remarks by advising the Committee to lean into the discussion process and envision how these decisions will impact UCR's future.
 - *Dr. Haynes* extended the conversation by stating the complexity of tackling hard decisions that come with distributing funds and encouraged the Committee to ask hard questions to help fully understand the context.
 - *Jordan Steinhausser* asked what were some memorable events that departments held in the past. *Dr. Haynes* replied that all the programs that promoted student involvement and engagement were important and memorable. *Dr. Haynes* believed that this Committee should assist in maintaining those values.

- *Luis Alvarez* stated UCR has experienced the largest student enrollment this year with 1300 new students. *Luis Alvarez* emphasized the importance of making decisions that will impact a student of today and a student of tomorrow, encouraging the Committee to reflect on past programs to gauge continued effectiveness.
- *Dr. Haynes* added the significance of innovation and utilizing insight to elevate the student body for both undergraduate and graduate students.
- *Chair Andrew Wong* and the Committee thanked *Dr. Haynes* and *Luis Alvarez* for their time.

4. Vice Chair Interview and Voting

- *Chair Andrew Wong* introduced the Vice Chair Questions and asked each of the members to collectively interview *Tatenda Nicole Mukuruva* for Vice Chair.
- The Committee interviewed *Tatenda Nicole Mukuruva* with the following questions the Committee has drafted and established as a whole:
 - What prior experience with managing budgets, student outreach, or otherwise do you have to bring to this role?
 - What are your plans with regards to a potential improvement in the organization and communication within SSFAC?
 - What are your strategic goals for SSFAC this year and how do you plan to represent UC Riverside at CSF meetings?
 - In the case of a budget shortfall, how would you go about prioritizing student needs and department allocations?
 - How would you deal with internal conflicts within the Committee? Provide an example of how you have handled past conflicts in a previous position.
 - What challenges do you think undergraduate and graduate students are currently facing that relate to the Student Services Fee?
 - How do you plan to disseminate the information and efforts of SSFAC across campus through a virtual format?
 - How do you view the role of the Vice Chair as it relates to the Chair position and what do you expect to gain from this role?
- *Chair Andrew Wong* began the voting session by asking for voting
- members to state either “Yay” or “Nay” aloud to elect *Tatenda Nicole Mukuruva* as SSFAC’s Vice Chair.
 - Voting Results
 - Tatenda: 3 votes
 - Abstain: 0 votes
 - *Tatenda Nicole Mukuruva* was elected as SSFAC Vice Chair for the Academic School Year of 2025-2026 by a majority vote.
- The Committee congratulated *Tatenda Nicole Mukuruva*.

5. Budget Call Process Discussion

- *Alice Alcantara* began to go over the Budget Call Process and emphasized the importance of reviewing these documents as they will be needed for next

quarter. *Alice Alcantara* described the budget call process, including how the departments will present, how subcommittees will be formed and other terminology the Committee should familiarize themselves with. Each subcommittee will be assigned to specific departments that will need to be in tune with what those departments need and encouraged the committee to ask questions. These discussions are important in guiding student experiences.

- *Jordan Steinhausser* asked if any unused funding will be used for the following year. *Alice Alcantara* affirmed, however, it will be reallocated back as SSFAC funds unless there are exceptions for requests.
- *Alice Alcantara* continued to go over the budget call template by explaining the different account numbers, departments, and funds that are used within SSFAC. *Alice Alcantara* noted some salaries within the departments are paid through SSFAC funds and asked the Committee to bear this in mind when redistributing funds. *Alice Alcantara* advised the Committee members to review past funding requests when preparing questions for the departments upon this year's funding requests.
- *Ananya Goyal* asked if SSFAC is granting PERM funding this year. *Alice Alcantara* replied that over the last few years SSFAC has not granted PERM Funding, but if it were, the final decision would be dependent on the Committee. *Ananya Goyal* asked if PERM funding can become TEMP funding. *Alice Alcantara* answered "yes" in a form of carryforward.
- *Kaden Ho* asked if SSFAC notifies the departments if they are receiving PERM or TEMP funding. *Alice Alcantara* replied that the departments are aware they will be receiving TEMP funding. In previous years, SSFAC primarily issued TEMP funding; however, depending on available funding, SSFAC has also provided PERM funding.
- *Alice Alcantara* began to review the newly revised Budget Template. *Alice Alcantara* walked through the budget statement and unmet needs requests. *Alice Alcantara* noted that some departments are more reliant on SSFAC funding compared to other departments that can seek funding elsewhere and asked the Committee to keep this in mind.
- *Kaden Ho* asked how much funding each department receives. *Alice Alcantara* replied that it is dependent on each year. Due to last year's budget cuts, the traditional \$1.5 million budget was reduced to \$800k amongst all departments. The Committee ultimately had to reduce student salaries by 25% as well as other components despite their collective decision to prioritize them.
- *Alice Alcantara* displayed a completed budget template to the Committee and underlined its importance in deciding which funds to accept or revise. *Tatenda Nicole Mukuruva* asked about student conference funding. *Alice* replied that each department can request student travel funds but there is not one department that funds all student travel.
- *Shlok Garg* asked if the financial statement is solely for SSFAC funding. *Alice Alcantara* affirmed and stated that the financial statement allows departments to request additional funding from SSFAC. *Alice Alcantara* also noted that

additional funding is mentioned in another slide, but it helps SSFAC visualize how much of their overall funding would be made up of

- *Kaden Ho* asked if the Student Recreation Center is eligible to receive funding. In response, *Alice Alcantara* stated that the Student Recreation Center is a part of Auxiliary Services, which is not funded by SSFAC per the policy guidelines. *Kaden Ho* commented that the Student Recreation Center was funded up until the referendum was passed and have been gaining difficulty in finding other funding sources. *Jordan Steinhauser* commented that since Auxiliary Services also support services such as housing and parking, providing SSFAC funding to the Student Recreation Center may not be as beneficial compared to other programs the entire student body can utilize. *Kaden Ho* commented that there may be other programs that the student body does not engage with. *Alice Alcantara* noted that the Auxiliary Services has their own system and that Student Recreation Center generates revenue by charging for their services,

6. Bylaw Discussion

- Last week, *Chair Andrew Wong* suggested revising the Bylaws due to unclear language. *Jordan Steinhauser* asked if it is possible to elevate non-voting members to voting status in advance to meet quorum. *Alice Alcantara* replied that elevating members to voting status is a permanent act voted by the Committee but was open to revisions. *Chair Andrew Wong* stated that the vote to finalize the bylaw will be pushed back for next quarter.

7. Open Comments

- *Alice Alcantara* announced going on maternity leave and stated this was her last meeting. *Alice Alcantara* noted that *Luis Alvarez* will be SSFAC's main point of contact and that *David Barrera* will be her replacement. *Alice Alcantara* concluded by expressing her excitement for this year's committee and giving thanks to SSFAC's continued cooperation.

8. Chair Comments

- *Chair Andrew Wong* stated that voting for a new graduate member will be rescheduled for next quarter to allow more time for graduate students to apply.
- *Alice Alcantara* commented that the Committee is still missing a staff member and that it will be something that will be revisited next quarter.

9. Adjourn: 10:22 AM

- *Motion to Adjourn by Kaden Ho, Seconded by Tatenda Nicole*
 - ***Adjournment Approved without Objections.***