<table>
<thead>
<tr>
<th>Name</th>
<th>Association</th>
<th>Voting Privilege</th>
<th>Attendance</th>
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<tbody>
<tr>
<td>Jose Alvarez</td>
<td>Undergraduate, Chair</td>
<td>X</td>
<td>P</td>
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<tr>
<td>Shih Ching Lee</td>
<td>Undergraduate</td>
<td>X</td>
<td>P/AL</td>
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<tr>
<td>Chukwu Ifekechukwu</td>
<td>Undergraduate</td>
<td>X</td>
<td>P</td>
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<tr>
<td>Ruhi Barman</td>
<td>Undergraduate, ASUCR VP of Internal Affairs</td>
<td>X</td>
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<tr>
<td>Grace Su</td>
<td>Undergraduate</td>
<td></td>
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<tr>
<td>Andrew Wong</td>
<td>Undergraduate</td>
<td>X</td>
<td>P</td>
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<tr>
<td>David Nikom</td>
<td>Graduate</td>
<td>X</td>
<td>P</td>
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<tr>
<td>Rong Hai</td>
<td>Faculty</td>
<td>X</td>
<td>P</td>
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<tr>
<td>Scott Currie</td>
<td>Faculty</td>
<td>X</td>
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<tr>
<td>Victor Moreira</td>
<td>Staff</td>
<td>X</td>
<td>A</td>
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<tr>
<td>Sally Tavizon</td>
<td>Staff</td>
<td>X</td>
<td>A</td>
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<tr>
<td>Ankita Ahuwalia</td>
<td>Ex-Officio, ASUCR President</td>
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<td>A</td>
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<td>Ivett Gabriella</td>
<td>Ex-Officio, GSA President</td>
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<tr>
<td>Luisa Levario</td>
<td>Ex-Officio, VCSA</td>
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<td>Luis Alvarez</td>
<td>Staff Support, VCSA</td>
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<tr>
<td>Alice Chavez</td>
<td>Staff Support, VCSA</td>
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<td>Angela Chien</td>
<td>Student Secretary, VCSA</td>
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<td>P</td>
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</tbody>
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1 “X” indicates voting privilege
2 P: Present | A: Absent | AL: Arrived Late | LE: Left Early
1. Approve the Agenda
   - Motion to Approve the Agenda Rong Hai, Seconded by Scott Currie.
     - Agenda Approved Without Objections

2. SSFAC Guidelines
   - *Luisa Levario* introduced the Committee to SSFAC Guidelines, an outline of standard operating procedures. The SSFAC Guidelines highlight the organizations that SSFAC has funded and is funding, as well as the funding reserves at the top level. Other funding, including those that are allocated to operational maintenance and capturing services are also included.
   - Moreover, SSFAC Guidelines outlines the budget call process, including the annual presentation from departments, recommendation, and reports. Part of the inclusion seeks to clarify how the Committee should consider one-time unmet needs, increase of personnel benefits, and a biannual equity call to maintain reserve.
   - SSFAC Guidelines will also provide the parameters of which if the Committee would like to examine campus unused funding, campus department surpluses and its destinations, and funding unused for one-time unmet needs.
   - SSFAC Guidelines will also provide additional directional instructions when there is a re-organization of campus departments. Luisa Levario stated that previous Chairs have begun conversations with the committee regarding campus departments with inappropriate funds and asks, and if said funds should be returned to SSFAC or other campus departments through a fund-swap mechanism. The process to swap 199000 and 20000 costs have already taken place for departments that should not be funded by SSFAC but by the campus through 19900 funds instead.
   - Chair *Jose Alvarez* inquired when VCSA will generally determine if funds are appropriately used in the context of fiscal cycles. *Luisa Levario* noted that assessments can take place early November to ensure that all invoices are accounted for, instead of June 30th, when the fiscal cycle ends.
   - *Luisa Levario* stated that the assessments for permanent funding, its possibility for SSFAC to consider such funding, and the liabilities that entails are almost ready. Student enrollment has not increased this year, so SSFAC funding has been stagnant.
   - As for CBR mitigation, SSF Central fund covers incremental benefit increases. As of FY25, 20000 Funds will align with the campus CBR Mitigation process. Allocations will be made based on the CBR Mitigation and funds may be pulled or allocated. A snapshot will be taken in December of filled positions to be included in the funding calculation. If a unit creates a position outside of their provision, they are responsible for permanently budgeting the CBR amount.
3. Vice Chair Discussions and Elections
   - Chair Jose Alvarez discussed expectations for the Vice Chair and
     recommended that the Vice Chair would also take on social media
     responsibilities as part of efforts to engage with the student body.
   - There were no comments or questions for Vice Chair Election Questions.
   - Chair Jose Alvarez noted that Committee members are able to nominate others
     and self-nominate for the role of Vice Chair, either at the meeting or through
     email. Angela Chien further reminded that there is a window for nomination,
     and a timeframe for nominated members to accept their nominations.

4. Payment Bylaw Changes
   - Chair Jose Alvarez and Alice Chavez presented the Bylaw change, regarding
     payments to students. Alice Chavez clarified that payment per meeting is not
     viable because student committee members are required to attend 60% of the
     meetings. Payments cannot be distributed until after quarterly meetings are
     complete and attendance is calculated.
   - Before voting on the Bylaw Amendments, the Committee as a whole reviewed
     and discussed the new proposed language in the Bylaw Amendments
     document provided by Alice Chavez.
     - Bylaw Item #1 – Article III, Section G.2
       - Rephase Sec. G #2 to clarify the timing in which student
         committee members receive their stipends and the additional
         payments for Chair and Vice Chair. Current language has
         resulted in multiple instances of student committee members
         receiving stipends before completion of quarterly meetings.
         Additionally, rephrase Sec. G #2 to clarify stipend amounts are
         not equivalent to one year’s Student Service Fees. Sec. G #2
         rephrased to “Calculation and payment: Remuneration shall be
         computed on the basis of the participation requirements listed
         below. Committee members will receive a stipend at the end of
         each quarter of which they are actively participating in the
         committee. Similarly, the Vice Chair shall receive quarterly
         payments plus an additional $3,000 stipend at the conclusion of
         the Academic year and upon completion of all Vice Chair
         duties. The Chair shall receive quarterly payments plus an
         additional $6,000 stipend at the conclusion of the Academic
         year and upon conclusion of all Chair duties. All stipend
         amount shall be decided by the committee with approval from
         the Vice Chancellor of Student Affairs and dependent on
         funding availability. All stipends shall be paid according to
         current University policy and processes, with every attempt
         made to pay committee members their stipends on a quarterly
         basis. All stipends shall be prorated for length of service, if
         applicable.”
       - Motion to Approve Bylaw Item #1 by Scott Currie, Seconded by
         Ruhi Barman.
5. Discussion on Payment Increase

- Chair Jose Alvarez and Alice Chavez introduced the increase in payment amount for student committee members. Last year, student committee members were receiving the equivalent for one year’s Student Service Fees $1128 per year or $376 per quarter – which was relatively low among other UC campuses’ SSFAC. Currently, the Committee is seeking to increase payment amounts to $1800 a year or $600 per quarter.

- Alice Chavez noted that this increase would necessitate Vice Chancellor Dr. Haynes’ approval and will go into effect this quarter.

6. Open Comments

- David Nikom inquired if the Committee is still taking interest for new applicants. Chair Jose Alvarez affirmed and noted that the ASUCR and GSA President has approved the current undergraduate applicant to be voted on at the following meeting.

- Funanya Ikechukwu inquired if there is a specific budget for SSFAC marketing. Chair Jose Alvarez replied that a marketing budgeting is upon the Committee’s discretion to decide. Currently, SSFAC can begin with tabling and social media to spread the word about the Committee and its efforts.

7. Chair Comments

- Chair Jose Alvarez stated that Dr. Haynes will give remarks at the November 6th meeting to outline VCSA’s strategic plans. Following Dr. Hayne’s remarks, FP&A will present.

- Chair Jose Alvarez reminded the Committee that Vice Chair interviews will take place at the next meeting, November 6th.

8. Adjourn: 3:39 PM

- Motion to Adjourn by Ruhi Barman, Seconded by Rong Hai.
  - Adjournment Approved without Objections.