

Tuesday, January 8, 2019; 2:10 PM to 4:00 PM

HUB Room 379

APPROVED Meeting Minutes | Approved on January 15, 2019

Name	Association	Voting Privilege <sup>1</sup>	Attendance <sup>2</sup>
Johnathan Li	Undergraduate, Chair	X	P
Lennin Kuri	Undergraduate, Vice Chair	X	AL
Rachel Victoria Arroyos	Undergraduate	X	A
Gabriel Guzman	Undergraduate	X	A
Karina Masatani	Undergraduate	X	P
Jose Cortez-Hernandez	Undergraduate, ASUCR VP of Internal Affairs	X	AL
Derreck Carter-House	GSA	X	P
Judit Palencia Gutierrez	GSA	X	A
Stephanie King	GSA	X	P
Chia-en Chang	Faculty	X	AL
Richard Rodriguez	Faculty	X	P
Sally Tavizon	Staff	X	P
Sabrina Schuster	Staff	X	AL
Gustavo Tinajero	ASUCR Alternate		P
Tony Xu	ASUCR Alternate		AL
Jemuel Garcia	GSA Alternate		A
Semi Cole	Ex-Officio, ASUCR President		AL
Shawn Ragan	Ex-Officio, GSA President		A
Cathy Eckman	Ex-Officio, VCSA		P
Militza Seehaver	Staff Support, VCSA		P
Brandon Lieu	Student Secretary, VCSA		P

<sup>1</sup> “X” indicates voting privilege

<sup>2</sup> P: Present | A: Absent | AL: Arrived Late | LE: Left Early

1. Call to Order: **2:11 PM**
2. Approve the Agenda
  - *Motion to Approve the Agenda by Derreck Carter-House, Seconded by Karina Masatani.*
    - ***Agenda Approved without Objections***
3. Financial Planning & Analysis SSFAC Presentation
  - Vice Chancellor for Planning and Budget Gerry Bomotti presented to the Committee about the Campus Budget Model Refinement and answered questions related to the Campus and Student Service Fees. The presentation included a financial overview of the campus, budget model resources, budget model refinement discussions within Financial Planning & Analysis, and a summary of recommendations with a FY19 – 20 implementation plan.
  - Questions:
    - *Stephanie King* questioned how the “University of Texas Credit Hour Weighting” will affect underfunded departments in the various Colleges on-campus. Will the deficits be considered when the campus implements this “Credit Hour Weighting” analysis? *Vice Chancellor Bomotti* clarified that the “University of Texas Credit Hour Weighting” incorporates base model funding which means departments within these various colleges are funded based on growth. This model helps the school understand, explore, develop, and recommend strategies to maximize resources from formula funding for student success initiatives and related infrastructure development.
    - *Derreck Carter-House* questioned what recommendations *Vice Chancellor Bomotti* may have in regards to looking at department addenda requests. *Vice Chancellor Bomotti* suggested to look at the department’s funding for more than one year and to see where the department has spent their funding for previous years. This gives the Committee a historical insight as to what the department priorities have been in the past and present. The Committee itself should develop its own priorities that also align with the strategic plan of the campus and Student Affairs.
    - *Chair Johnathan Li* questioned if the Committee should start reviewing permanent funds that were allocated in past years. *Vice Chancellor Bomotti* clarified that the Committee should be cautious when reviewing permanent funds; especially with the intent to pull permanent funds. However, the Committee should make it an effort to look at the permanent funds that were allocated to the departments and then understand and justify whether or not the permanent allocation is still a priority within the Committee and strategic plans. This falls in line with Zero-Based Budgeting (ZBB) where all expenses must be justified for each new period and every department within the Campus is analyzed for its needs and costs. The budgets are then designed around what is needed by the department for the upcoming period.
4. Approve Meeting Minutes of November 27, 2018
  - *Motion to Approve the Meeting Minutes of November 6, 2018 by Derreck Carter-House, Seconded by Stephanie King*
    - ***Meeting Minutes of November 27, 2018 approved without Objections***
5. Review of Subcommittee Assignments
  - *Chair Johnathan Li* clarified that only 10 departments are requesting for funding this year. Therefore Chicano Student Programs in Subcommittee A will be collapsed and moved to Subcommittee D. Committee members assigned to Subcommittee A will be reassigned to another subcommittee.

- *Stephanie King* questioned why Career Services is not a part of the Subcommittee Groupings. *Cathy Eckman* clarifies that Career Services is no longer under the Student Affairs Division and is now under Enrollment Services.
6. Discussion of Standardized Subcommittee Questions
- *Chair Johnathan Li* discussed the possibility of having a standardized set of subcommittee questions that the departments will be asked. Starting next week, departments will be presenting to SSFAC. Each presentation is ten (10) minutes long and ends with five (5) minutes of Q&A. Some common questions asked were “Do you have other sources of funding” or “If we can partially fund this particular line item, are there alternate sources of funding you can receive?” Subcommittees are encouraged to come up with unique questions to each requestor during subcommittee meetings and to share these questions with the Committee ahead of time.
7. VCSA Overview of Budget Requests – *Cathy Eckman*
- *Cathy Eckman* clarified that the Committee can make a recommendation to look into Zero-Based Budgeting and evaluate previous permanent funding allocations. However, as discussed by Vice Chancellor Bomotti, the Committee has to be careful as there are a lot of other departments outside of the Student Affairs division that are on 20000 (Student Services Fee) funds. It may take several Committee compositions to analyze and make recommendations for all previous permanent funding allocations, but the process can be on-going.
  - *Cathy Eckman* introduced *Sabrina Schuster* who is now the newly appointed Staff Voter on SSFAC. *Sabrina Schuster* is the Financial and Administrative Officer for the Department of Chemical and Environmental Engineering, Bourns College of Engineering.
  - *Cathy Eckman* presented on the Overview of Budget Requests made by Student Affairs Departments to SSFAC. Overall, there are ten (10) departments requesting for funding which equates to \$412,809 in requests. This year, SSFAC has a grand total of \$270,000 to allocate to departments.
  - *Derreck Carter-House* questioned if the Committee as a whole can evaluate what is important this year and make recommendations to the departments. *Cathy Eckman* clarified that the Committee’s priorities for the year are outlined in the Chair Letter to the Chancellor or to the Chancellor’s Designee each year. For this year, a good place to evaluate such priorities may be the UCOP recommendations outlined in policy on compulsory campus-based student fees (PASAOS 80), as well as; make recommendations to current campus needs such an example would be basic needs insecurity or the R’Pantry on-campus.
8. Chair Comments
- *Chair Johnathan Li* reminded the Committee that *Student Secretary Brandon Lieu* will discontinue printing packets in SSFAC’s effort to participate in Campus Green Initiatives. Department Addenda Requests will be provided for each department to allow Committee Members to take notes during department presentations.
9. Public Comments
- No Public Comments
10. Adjourn: **3:02 PM**
- *Motion to Adjourn by Stephanie King, Seconded by Derreck Carter-House.*
    - ***Adjournment Approved without Objections***