



Student Services Fee Advisory Committee

Tuesday, April 28, 2020; 10:00 AM to 11:00 AM

Zoom Meeting

Approved Meeting Minutes | Meeting Minutes Approved on May 12, 2020

Name	Association	Voting Privilege ¹	Attendance ²
Lennin Kuri	Undergraduate, Chair	X	P
Jocelyn Ortiz	Undergraduate, Vice Chair, ASUCR VP of Internal Affairs	X	P
Angela Olivares	Undergraduate	X	A
Angel Keymolen Rojas	Undergraduate	X	A
Julian Brambila	Undergraduate	X	P
Ivan Fernandez	Undergraduate	X	AL
Judit Palencia Gutierrez	GSA	X	AL
Mark Wiley	GSA	X	A
Arielle Manganiello	GSA	X	P
Rong Hai	Faculty	X	P
Glenn Stanley	Faculty	X	P
Sally Tavizon	Staff	X	A
Sabrina Schuster	Staff	X	P
Jared Smith	GSA		P
Julian Gonzalez	Ex-Officio, ASUCR President		P
John Haberstroh	Ex-Officio, GSA President		A
Cathy Eckman	Ex-Officio, VCSA		P
Militza Seehaver	Staff Support, VCSA		P
Jayzelee Diche	Student Secretary, VCSA		P

¹ “X” indicates voting privilege

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

1. Call to Order: **10:03 AM**
2. Approve the Agenda
 - *Motion to Approve the Agenda by Jocelyn Ortiz, Seconded by Sally Tavizon.*
 - **Agenda Approved without Objections**
3. Approve Meeting Minutes – April 21, 2020
 - *Motion to Approve the Meeting Minutes of April 21, 2020 by Sabrina Schuster, Seconded by Rong Hai.*
 - **Meeting Minutes Approved without Objections**
4. Discussion of Bylaw Changes
 - *Chair Lennin Kuri* asked if any changes or suggestions would like to be made to Appendix B proposed by *Jared Smith*.
 - *Julian Brambila* expressed agreement with Appendix B for not being specific to the current COVID 19 pandemic so that Appendix B can also be applied to any other unpredictable future scenarios. *Sabrina Schuster* agreed that Appendix B should not be too specific where it would eliminate any other unforeseeable future scenarios.
 - *Chair Lennin Kuri* announced that voting will take place if no suggestions or changes would like to be made. After a collective review and discussion of Appendix B, the Committee proceeded to pass the following items to be included in the 2020 – 2021 Bylaws for Fiscal Year 2021 - 2022.
 - Bylaw Amendments from the 2019 – 2020 Academic Year
 - Bylaw Item #1 – **Appendix B, Article I**
 - Creation of:
 1. “In the event that in-person Committee meetings and business become unfeasible, the Chair may arrange virtual meetings of the Committee to be held via an appropriate online platform (including but not limited to Zoom, Google Hangouts, and so on)”.
 2. “Virtual meetings are to proceed, as much as possible, as outlined in Article V of the Committee Bylaws. This includes, but is not limited to, appropriate dissemination of information regarding an alternate meeting schedule and online access”.
 - *Motion to Approve Bylaw Item #1 by Julian Brambila, Seconded by Jocelyn Ortiz*
 - **Roll Call Vote | Yea: 9 | No: 0 | Abs.: 0 |**
 - *Rong Hai: yea*
 - *Arielle Manganiello: yea*
 - *Sabrina Schuster: yea*
 - *Lennin Kuri: yea*
 - *Jocelyn Ortiz: yea*
 - *Julian Brambila: yea*
 - *Glenn Stanley: yea*
 - *Ivan Fernandez: yea*
 - *Judit Palencia Gutierrez: yea*
 - **Bylaw Item #1 Approved Unanimously**
 - Bylaw Item #2 – **Appendix B, Article II**
 - Creation of:

1. “In the event that in-person Subcommittee meetings and business become unfeasible, the Chair may permit Subcommittee Chairs to arrange virtual meetings be held via an appropriate online platform (including but not limited to Zoom, Google Hangouts, and so on).
 2. Virtual subcommittee meetings are to proceed, as much as possible, as outlined in Article VII of the Committee Bylaws”.
- *Motion to Approve Bylaw Item #2 by Glenn Stanley, Seconded by Julian Brambila*
 - **Roll Call Vote | Yea: 9 | No: 0 | Abs.: 0 |**
 - *Rong Hai: yea*
 - *Arielle Manganiello: yea*
 - *Sabrina Schuster: yea*
 - *Lennin Kuri: yea*
 - *Jocelyn Ortiz: yea*
 - *Julian Brambila: yea*
 - *Glenn Stanley: yea*
 - *Ivan Fernandez: yea*
 - *Judit Palencia Gutierrez: yea*
 - ***Bylaw Item #2 Approved Unanimously***
 - **Bylaw Item #3 – Appendix B, Article III**
 - Creation of:
 1. Votes taken at virtual Committee meetings are to proceed, as much as is possible, as outlined under Article VI of the Committee Bylaws while making the changes necessary to permit alternatives to in-person voting. Alternatives includes, but are not limited to, votes taken via online platforms such as Qualtrics and Zoom”.
 - *Motion to Approve Bylaw Item #3 by Sabrina Schuster, Seconded by Jocelyn Ortiz*
 - **Roll Call Vote | Yea: 9 | No: 0 | Abs.: 0 |**
 - *Rong Hai: yea*
 - *Arielle Manganiello: yea*
 - *Sabrina Schuster: yea*
 - *Lennin Kuri: yea*
 - *Jocelyn Ortiz: yea*
 - *Julian Brambila: yea*
 - *Glenn Stanley: yea*
 - *Ivan Fernandez: yea*
 - *Judit Palencia Gutierrez: yea*
 - ***Bylaw Item #3 Approved Unanimously***
 - **Bylaw Item #4 – Appendix B, Article IV**
 - Creation of:
 1. “It is encouraged that the SSFAC reviews Appendix B: Alternate Committee and Subcommittee Meeting Procedures on an annual basis”.
 - *Motion to Approve Bylaw Item #4 by Ivan Fernandez, Seconded by Arielle Manganiello*
 - **Roll Call Vote | Yea: 9 | No: 0 | Abs.: 0 |**
 - *Rong Hai: yea*
 - *Arielle Manganiello: yea*

- *Sabrina Schuster: yea*
- *Lennin Kuri: yea*
- *Jocelyn Ortiz: yea*
- *Julian Brambila: yea*
- *Glenn Stanley: yea*
- *Ivan Fernandez: yea*
- *Judit Palencia Gutierrez: yea*

- **Bylaw Item #4 Approved Unanimously**

- **Bylaw Item #5 - Article III, Section A, Alternates**

- Change in wording of “2. In the event of a regular member’s incapacity to fulfill his/her duties, an alternate from the same selection body may be ~~evaluated~~ **elevated** to regular member status upon recommendation of the selecting body, consultation by the Chancellor or Chancellor’s Designee with the Student Services Fee Committee, and final approval by the Chancellor or Chancellor’s Designee”.

- *Motion to Approve Bylaw Item #5 by Arielle Manganiello, Seconded by Jocelyn Ortiz*

- **Roll Call Vote | Yea: 9 | No: 0 | Abs.: 0 |**

- *Rong Hai: yea*
- *Arielle Manganiello: yea*
- *Sabrina Schuster: yea*
- *Lennin Kuri: yea*
- *Jocelyn Ortiz: yea*
- *Julian Brambila: yea*
- *Glenn Stanley: yea*
- *Ivan Fernandez: yea*
- *Judit Palencia Gutierrez: yea*

- **Bylaw Item #5 Approved Unanimously**

5. Chair Election

- *Chair Lennin Kuri* mentioned that voting will take place on Zoom through an anonymous voting poll. As a nominee for Chair of SSFAC for the 2020-2021 academic year, *Julian Brambila* was interviewed by the committee with a set of questions that the committee agreed upon in previous meetings. *Sabrina Schuster* read the questions as follows:
 1. What prior experience with managing budgets, student outreach, or otherwise do you have to bring to this role?
 2. What are your plans with regards to a potential improvement in the organization and communication within SSFAC?
 3. What are your strategic goals for SSFAC this year and how do you plan to represent UC Riverside at CSF meetings and with external partners such as UCOP, etc.?
 4. What are some critical challenges you think SSFAC is currently facing? What suggestions or solutions do you have to address the challenges?
 5. How would you deal with internal conflicts within the Committee? Provide an example.
 6. What challenges do you think undergraduate and graduate students are currently facing that relate to the Student Services Fee?
 7. How do you plan to disseminate the information and efforts of SSFAC across campus?
 8. How do you plan to address the impact of COVID 19 on the campus and issues it raises with respect to Student Services Fees?

- The committee evaluated Julian Brambila's answers and collectively agreed to elect Julian Brambila as the Chair of SSFAC for the 2019-2020 academic year.
 - **Voting Results**
 - **Yea: 8**
 - **No: 1**
 - **Abs.: 0**
 - ***Julian Brambila elected as SSFAC Chair, Approved Unanimously***
- 6. Chair Comments
 - *Chair Lennin Kuri* reminded the Committee that SSFAC applicants for the 2020 – 2021 Academic Year are still under review.
 - *Jocelyn Ortiz* mentioned that discussion with ASUCR and GSA is still in progress.
- 7. Public Comments
 - N/A
- 8. Adjourn: **11:01 AM**
 - *Motion to Adjourn by Sabrina Schuster, Seconded by Glenn Stanley.*
 - ***Adjournment Approved without Objections***