Members Present: Marnie Noel (co-chair), Becky Kaplan, Kyriacos Koupparia, Debbie Ruelas, Alyssa Abraham, Taylor Landon, Dustin Lee, Sam Pitak, Alana Lerner, Abby Burns, Ahnika Kline

Faculty Present: Mark Rollins (co-chair)

Ex-Officio Members Present: Tracey Gearlds, Eric Koenig

Staff Present: Karen Hamblett, Michael Villanueva

Absent: Nick Brandehoff, Joseph Castro

Call to Order: Co-Chair Marnie Noel called the meeting to order at 5:50 pm.

Student Activity Center (SAC) presentation given by Maureen Conway – A key shift of the SAC’s focus is they are not doing the Student Enrichment Series they began with because now that OCPD, LRS and other campus services cover much of what the enrichment series had done in the past. The SAC is now shifting its focus to collaborating and promoting events via PLUS and helping the RCO’s work more closely together with their events. Another goal is to capitalize on speakers by having them also do a session or event for students. SAC acknowledges that expectations are changing and that social media is the way to best communicate to students. Segmenting the PLUS announcement by campus location is something else they would like to do for students. They are requesting $59,000 in salary for an Analyst I who would focus 65% of their time on increasing SAC’s use of multimedia tools and 35% of their time supporting student enrichment and programming.

Sam asked if SAC was 100% reg fee funded. Answer is yes. Alyssa further asked if there was other funding available if reg fee cannot provide funding. Maureen stated that while PLUS has potential for some advertising, it’s not a dependable revenue source capable of funding a permanent staff position. Eric noted if The Committee felt they could fund a part-time position this year that would be a good start. Sam asked if a consultant type role would work for what they need. Maureen commented that they are seeking a stable solution to what she feels is and will be a growing need. If funded all or in part SACA will be looking for someone with a broad base of skills who can do many things versus a specialist in one thing, like web design for example. The need for an experienced person with these skills will only grow with the needs and desires of the RCO’s.

Mark was wondering if the Student Enrichment Series had been phased out how is the $13,000 that was allocated towards it being used. Maureen said that they have been using the money for the Giants Among Us, Dog Days and other enrichment programs. Mark asked if some of that money could be used to help fund the Analyst I they are requesting. Maureen said that if the didn’t have the $13,000 for programming then they would have to cut some of the events.

Learning Resource Services presentation was given by Terry Smith – Terry stated she has been here since February 2009 and spends 55% of her time doing LRS activities and 45% doing Student Disability Services. She reviewed the various workshops she put on over the past year for the schools primarily focused on helping them to take particular tests/boards and general study and test taking strategies and skills. When the schools have sponsored and promoted her workshops they were more successfully attended. There were a few workshops that weren’t well attended and she highlighted the reasons why she felt that was the case (lack of promotion within the schools or grad division, 12:00 timeframe is tough). The position was designed to focus primarily on presentations and to leave the marketing and promotion responsibilities to school or department sponsors. Terry’s goal is to build an annual calendar of workshops that benefit each school and the Graduate Division on a cyclical basis that benefits large cohorts of students.
She has consulted privately with 55 individual students February 09 and December 09. Already this year since January 24 students have sought services privately. To continue to broaden and enhance LRS Terry is looking towards developing interactive web-based study exercises and tools for students, more faculty outreach about the services she can provide and greater collaboration with each school/divisions’ learning environment (type of exams, schedule, etc.). Debra suggested she might reach out to the administrator’s of each graduate program since they usually know about students who are in academic trouble. Ahnika asked if there was another revenue source for LRS. Michael suggested charging schools for her workshops since they should have some ownership of their students in academic trouble. Eric stated that it would be good to show the value of LRS before asking them to pay for anything. Previousl there had been some discussions with the schools about contributing funds for this service but the response was generally that this campus service should be centrally funded. The reason the position was requested as a split position was to allow time to get an accurate measure the needs in the area of learning resources. Though the need for such services has existed for a long time, this is the first formal effort to provide such a services at UCSF. Eventually it may need to be 2 full-time people. Terry noted that the students really appreciate having a source not associated directly with their program for the sake of anonymity.

Dustin asked why there wasn’t a dentistry specific workshop and if there was a systematic way Terry solicited suggestions for needed workshops. Terry responded that she met with representatives from the School of Dentistry. It was then agreed to wait until late spring and early fall 2010 to roll out two new programs. Dustin asked if she thought about combining workshops. Terry stated that the Passport to Success workshop was targeted to a broader audience and it was not well attended. Students tend to want the workshop tailored to their specific test taking needs. Alana noted that it is difficult to focus for grad students since depending on the program they have different types of exams. Kyriacos suggested that maybe it would be better to have the first workshop in November after students have taken their first exams rather than in September.

Sam said he wasn’t really aware of the workshops and wondered where they were being advertised. Terry reiterated that they were most successful when sponsored and promoted by the schools and targeted for specific classes. Mark stated that it seems difficult to get the information out to the grad divisions since they have no central core. This seems like a valuable resource for them if they know about it. Eric noted that this position came about because we knew there was some significant and specific unmet needs so for the first year the focus has been on the greatest need. Now that Terry has some workshops created and a year under her belt she can focus more on outreach to other unmet needs. Abby said that as a first year medical student she knew all about LRS from orientation. Making sure all incoming students are aware of LRS will make it so they know about it through their academic years.

Ahnika suggested that for the grad programs more partnership and mentorship learning opportunities might be the way to go. Mark said he thought grads preparing for thesis or project defense would benefit from Terry’s assistance. Marnie suggested either an on-line or e-mail opportunity for students to express their needs for workshops.

Student Health Services (SHS) presentation was given by Adele Anfinson and Henry Kahn – Some highlights of Adele’s presentation include the fact that this year SHS has offered two new group sessions focusing on healthy sleep habits and relationships. They have been very successful. In-services for primary care physicians about transgender health care needs have been incorporated this year. SHS now offers IUD services so students no longer must refer out to receive the device. Henry said he has been collaborating with Terry Smith using the bio-feedback program for anxious students. Adele noted there are now expanded evening hours for students. They have been really striving to elevate primary care services with more in-services and more time for providers to discuss primary care. There is a new website with more advice about self care and they would like to segment this information so it’s even easier for students to find what they need. SHS has received lots of feedback about the website and is constantly updating with more information.

SHS is requesting temporary funding for $37,000 to pay for a Drug and Alcohol Consultant and $13,000 for dietician services for a total of $50,000. Please review the written proposal for more details about this request.

Adele said they have an interview in the coming week to hire the dietician ($13,000 allocated for this person in 09-10). This position will assist students with eating disorders and weight management. Alana asked where students are being referred now for this. Adele said we don’t really have a source or place to send them and
even when they do the care becomes fragmented since the student is being referred out. **Abby** asked if the $13,000 hasn't been spent couldn't it be used for some of their request of $13,000 again for the coming year. **Adele** said they would spend what was needed for this year and if there was leftover money then they could certainly ask for it to be carried forward for this same purpose in 10-11.

**Mark** asked what SHS’s plans were to address their looming budget issues since it was clear they had declining revenues and escalating costs. **Adele** said they were searching for ways to increase revenue such as maybe a fee for administering GSHP. If not a fee then SHS revenue would actually decline a bit since right now they are earning interest on the money until they need to pay the insurance companies. **Henry's** hope was that use of the biofeedback program would decrease the need for some other services and therefore decrease costs. Having the laboratory costs, which are currently paid by SHS go to an insurance company could save SHS $125,000 annually.

**Alyssa** asked if the GSHP program would increase reciprocity between UC campuses and would this affect SHS's intake. **Adele** said there was already a reciprocity agreement in place and that it didn’t really affect SHS’s numbers. **Alyssa** asked if with GSHP UC Hastings students would now be able to utilize UCSF SHS. **Adele** said she wasn’t sure. There may be legal issues since UC Hastings has their own governing body, but it’s a good question.

**GSA presentation deferred until a future meeting since it was getting so late – possibly April 5, 2010**

**Voting:** none at this meeting

**Adjournment:** The meeting was adjourned at 8:10 PM.