Call to Order (time): Jason called meeting to order at 6:15pm

OCPD

Bill Lindstaedt, Director of the Office of Career and Professional Development, provided an overview of the OCPD, the OCPD’s mission, how the office is organized, and highlighted the achievements from the previous year. OCPD works in partnership and collaboration with the professional schools, Graduate Division, other student services, and Registered Clubs and Organizations.

Bill provided an overview of the OCPD’s funding. 47% of the OCPD’s funding comes from the Student Service Fee.

OCPD received $28K in 2012-13 to fund a part-time career counselor for students in Medicine, Nursing, Physical Therapy, Pharmacy and Dentistry. The addition of the part time counselor minimized appointment wait times for students seeking assistance with job searches, resumes, interviewing strategies, etc. The OCPD is requesting the same temporary funding in 2013-14. If funding is approved more students will be served in a timely basis. If funding is not approved counseling wait times will increase from the current maximum of two days up to a month or more. A number of creative steps will be implemented to assist students via technology, however, the need and demand for in-person career counseling will remain.

STUDENT ACTIVITY CENTER

Maureen Conway, Director of the Student Activity Center, provided an overview of Student Activity Center including administrative support for the Associated Students and Graduate Students’ Association, advising for Registered Clubs and Organizations, student programs and events, and the Student Inside Guide, a weekly community-building information resource made available to all UCSF students.

Maureen described OrgSync, the new data management platform that now serves as a one-stop on-line shop for a broad range of services accessed by clubs and organizations. She also provided examples of 65 events SAC sponsored this year and ways in which SAC either initiated or supported them. And, she described the role of the Inside Guide as an ongoing orientation resource and a tool for building community among all students at UCSF.

ASSOCIATED STUDENTS, UCSF
Iveta Markova presented on behalf of ASUC President Doug Jacobs. Iveta described a variety of events ASUC sponsored this year. She also explained the ASUC will be conducting a referendum this April to increase the Membership Fee from $17 to $28 per quarter. If the fee increase is not approved the ASUC will need to reduce funding for RCO activities by approximately 25%.

GRADUATE STUDENTS’ ASSOCIATION

Jason Tien, President of the Graduate Students’ Association, provided an overview of the GSA’s mission, goals and sponsored events. SSF funds are used to support student activities and conference travel for graduate students. The GSA Membership Fee has not been increased in approximately 15 years. If SSF funds were cut it is likely graduate students would support a fee increase, especially if funds were used for conference travel. GSA reserves grew substantially in previous years. A large percentage of the reserves have been spent down on conference travel to offset reductions in funds available from the Graduate Division.

COMMITTEE PROCESS NOTE
Process note regarding the question “how would you handle a 2% budget reduction?”: Student service directors responded with a calculation of 2% of the SSF budget allocation, not 2% of their total budget.

NEXT SSFAC MEETING

The next SSFAC meeting is scheduled for April 18, 2013, 6 – 8 PM in the Medical Sciences Building - S118 Chancellor's Conference Room at Parnassus.

Units presenting: Synapse, Learning Resources Services, and Student Health & Counseling Services