

CHANCELLOR'S STUDENT SERVICE FEE ADVISORY COMMITTEE
University of California San Francisco

July 12, 2018

CHANCELLOR HAWGOOD

RE: Recommended 2018-19 Student Services Fee Allocations

We are writing to inform you that the Chancellor's Student Services Fee Advisory Committee (SSFAC) performed its annual review of the student services funded from the Student Services Fee (SSF) revenue. Based on the State Budget Act, we understand that State funding will be provided during 2018-19 in lieu of the proposed Student Services Fee increase of 5%. We ask for your concurrence with the following budget adjustment recommendations:

1. Allocate one-half of the one-time State funding associated with the Student Services fee buyout received by UCSF for student mental health, consistent with Regents policy.
2. Allocate the balance of the one-time State funding to a student services program for spending during 2018-19, allowing an equivalent amount of Student Services Fee funds to be added to the reserve.
3. Fund an increase of \$3,600 to Fitness & Recreation for Bakar access to help cover increased campus costs, e.g. facility services; UC police.
4. Fund an increase of \$331 to Family Services to cover a 5% annual increase to the Sittercity contract annual fee.
5. Fund all other units at their 2017-18 levels. For the third consecutive year, the committee requested that units exclude fixed cost increases from their proposals, given the inability of projected fee revenue increases to cover these costs during 2018-19.

The total expense budget of will be funded from the SSF projected revenue of **\$3.05 million**, the current Chancellor's subsidy of **\$646,000**, and the one-time State funds provided in lieu of a Student Services Fee increase.

The table below summarizes the committee's funding recommendations for 2018-19.

Program Title	2017-18 Base	Recommended Adjustments to Base	Recommended Temporary Allocations	Recommended 2018-19 Budget
Arts & Events	\$68,144	\$-	\$-	\$68,144
Fitness & Recreation	312,316	3,600	-	315,916
Family Services	11,084	331	-	11,415
Graduate & Professional Student Assoc.	20,247	-	-	20,247
Student Health & Counseling Services	1,974,205	-	TBD	1,974,205
Student Life	598,521	-	-	598,521
Career & Professional Development	499,131	-	-	499,131
Council on Student Fees Travel Costs	2,000	-	-	2,000
SSFAC Expenses	3,500	-	-	3,500
Return-to-Aid (Estimated)	236,505	-	-	236,505
Total	\$3,725,653	\$3,931	\$-	\$3,729,584

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Background

The units were asked to address the following:

1. Assess and report on student access to and utilization of services with the data segmented by campus location;
2. Describe efforts to assess the current needs of students, consider essential unmet needs, and disclose underutilized services from which funding may be reduced and potentially diverted to different programs and services that can better serve the current needs of students; and
3. Present ideas about better collaboration between units to achieve operational efficiencies while still offering the same level or better service to students.

A proposal template was provided with the following information requested:

- Description of department's mission and goals
- Organizational chart
- Summary of the budget requested, with explanations for any difference in amount from prior year, with conditions for temporary requests explained
- Description and illustration charts summarizing both prior year and next year's fund sources and expenses, by type, including highlights of any changes to unit's programs and services as compared to previous years
- Description of the department's outreach efforts informing students of the its services
- Student feedback, e.g. program evaluation results, survey results, testimonials.

Additional Recommendations

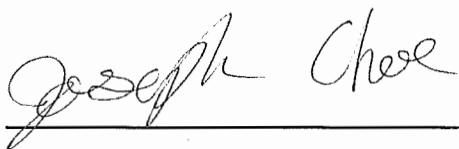
The committee made the following general recommendations:

- The committee recommends the campus consider investing in appropriate space for Student Health and Counseling Services (SHCS) on Parnassus. The clinic—a small and overcrowded space in Millberry Union on P8 parking level adjacent to the parking kiosk—is difficult for students to find and once a student does find it, the first impression is that the campus does not value the health and wellness of its students. The space is currently inadequate for the clinical and outreach services provided, the number of employees who work there, and for optimal protection of students' privacy.
- Units should increase publicity of events and services.
- Units should try to increase arts and events, and other programming at the Mission Bay campus.

Please contact us if you would like any additional information regarding these recommendations or the Committee's work. The names of the committee members and ex-officio staff contributing to this effort are attached.

Finally, the Chancellor's Student Services Fee Advisory Committee appreciates the continuing support of UCSF leadership necessary for sustaining and enhancing the quality of student life at UCSF.

Thank you again for your support,



Joseph Choe
Graduate Division
Student Co-Chair



Sharon Youmans, PharmD, MPH
School of Pharmacy
Faculty Co-Chair

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I approve the Committee's recommendations.



Sam Hawgood, MBBS
Chancellor
Arthur and Toni Rembe Rock Distinguished Professor

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Student Services Fee Advisory Committee Roster
2018-19 Cycle

Student Members Name	School
Joseph Choe	Graduate Division
Michael Nguyen	School of Dentistry
Sapna Saini	School of Dentistry
Manny Mogire	School of Dentistry
Reza Khorasani	School of Dentistry
Greyson Lewis	Graduate Division
Nikolai Zaperro	Graduate Division
Aishwarya Thakur	School of Medicine
Annie Hoang	School of Medicine
Khaled Zaki	School of Nursing
Katarina Jakovljevic	School of Nursing
Taryn Ng	School of Pharmacy
Rosalind Tom	School of Pharmacy
Erica Nguyen	School of Pharmacy
Janella Leano	School of Medicine
Annamarie Bustion	Graduate Division

Staff Members Name	Representative
Sharon Youmans, PharmD, MPH	School of Pharmacy
Lisa Raskulinec	Student Academic Affairs
Carol Takao	Student Academic Affairs
Shauna Strong	Campus Life Services
Kathy Bates-Woodward	Budget & Resource Management
Matthew Tout	Student Academic Affairs
Jennifer Rosko	Student Academic Affairs