Cameron called the meeting to order at 5:31 pm, motioned to approve the minutes, minutes were approved.

Jennifer informed the Committee they would continue the bylaws discussion.

Article V, Section 3: Jennifer said she did not think it was a good idea to include a set amount of meetings for the Committee to adhere to.

Section 5: Kevin said the section is a little confusing. Jennifer clarified that at other campuses’ students outside of the committee can speak, but they are not allowed to vote. Jennifer then asked if the Committee would like to open up the meetings and allow others to vote. Kevin said it would be fair. Everyone agreed.

Section 8: Jennifer recalled an electronic vote that occurred in the past and asked if anyone would have an issue and received no response.

Section 9: Jennifer informed the Committee that units are allowed to come and present. Everyone agreed on the section.

Section 10: Polina felt one week was too short. Jennifer clarified that the units have an idea of when the meetings are. In the past not all units had to present, but timing is better now and units are able to present.

Section 15: Jennifer said this is something that happened at other campuses. The students would hold a town hall and answer fellow student questions on their decisions.

Christina asked if the Committee decided to do this, could they go back and offer the town hall. Jennifer said yes, if a drastic decision is made then a town hall can be held, but if it is in the bylaws others might ask why it did not happen. The Committee agreed to strike this section from the bylaws.
Flore asked how many other schools have that bylaw and Jennifer said she would look it up.

Michael said most students seem to be unaware and if we just have to hold a meeting, we can do it during lunch. We can make our best effort to advertise it. It doesn’t seem like that much work.

Polina – if you wait until students ask for a town hall, they may not know what is going on. She doesn’t feel it’s necessary to have a bylaw that we won’t adhere to. Jennifer then said it would be more of an informational meeting because it would be hard to interact with other students after decisions are made, and then get feedback and not use it.

Jennifer then said the bylaws would be voted on during the final meeting on March 17th. Flora suggested an email be sent out when the new bylaws are posted because so many other student have no idea about this committee.

**Deliberations:**

Jennifer asked the Committee to think of a reserve amount.

**Arts & Events (A&E):** Proposed budget $68k. Cameron asked the Committee if anyone had any comments. He then mentioned the $2k increase and said it seems reasonable. Jennifer asked if everyone was ok with approving as is. Henock asked for confirmation of the reason for the increase which is benefits, and thought that was reasonable. Jennifer then reminded the Committee to speak up and if there is no response then we will assume the Committee agrees.

Cameron then said the Committee can bring up any questions or issues and not go in order.

Polina mentioned A&E continued their involvement with GPSA by attending meetings, and supports their increase.

Cameron asked the Committee if they had any concerns regarding **Family Services.**

Kevin expressed concern over the cost of the program and mentioned it costs more than it benefits. Kevin is interested in tentatively funding for one more year. Ashley agreed, and would like them to come back with revised numbers. Lisa clarified and let the Committee know they would be funding the second year. Polina asked if this a permanent allocation? The Committee responded and let her know it is a $2,500 temporary funding request.

**Fitness and Recreation (Fitness & Rec):** Ashley asked if their additional funding request was just to cover facilities increases. Kevin said it looks like an accounting error on their part. Polina mentioned it seems like the cost of everything is going up. Polina then asked what will happen, and will fees keep increasing? She doesn’t think UCSF will increase enrollment, so it will get more expensive every year to be a student. Nima then said, “We might be doing this in the wrong order. At the end we decide what we want to set the reserve as.” Jennifer let the Committee know they should set a reserve amount first. Nima then said they should come up with a number. Cameron asked if anyone would like to discuss the reserve levels. Polina said yes, 10% would be great. Kevin said 10% would be too high. Cameron asked
the Committee where they would like to see the reserve amount. Nima said if they took average of pervious 3 years that would be 10.4%. Nima then mentioned it is a relatively stable formula, but you have to assume tuition and fees won’t increase. 10% is the expectation, but with what people are asking, we might have to go with 8.5%.

Polina asked how much it would be to get it up. Henock said we would have to cut $40k to Fitness & Rec. Greg mentioned there are other increases for Student Health and Counseling Services (SHCS), and OCPD. Christina said OCPD is meant for us. Polina feels is SHCS untouchable. Greg said SHCS has other forms of revenue. Polina said if the Committee cut student health, they will raise the waiver fee. Henock then said with all of the changes being made, if reserve is increased, they will find a way to charge us for this. Niki clarified and said no, SHCS is now charging insurance. SHCS said they would charge insurance and if they didn’t get anything, they would not bill the students. Polina asked the Committee how uncomfortable they are leaving the reserve at 8.5%. Michael reminded the Committee they are not using this money for something. Michael then went on to ask what kind of catastrophic events could happen. Polina agreed and asked how many people you can hire with $280k. Lisa said two people for low level positions. So, if someone makes $100k, their benefits and salary would be $145k. Polina then asked how much do we need. Kevin mentioned OCPD is asking for $35k because they don’t want to cut the vendor fair, but their increase stands out from other increases we are seeing. Nima asked returning members what the consideration was in previous years. Michael said in prior years the Committee was aiming for 10% based on budget office recommendations. This fee is different from other units. To continue absorbing rising benefit costs, we would have to think about how fast that will rise up. Also have to think about continuing to fund these units, how will the reserve stay with the fee staying the same.

Christina said the affordable care act is brand new, and we don’t know what is going to happen with that. It’s early in the game to decide because we don’t know if there will be more increases next year. Cameron then said if the Committee approves all requests, we go in to reserves with $80k, so after 3.5 years, the fund would have nothing. Henock mentioned if the student population rises, we will continue to go downhill.

Jennifer asked for clarification regarding the proposed 5% increase. Mike informed the Committee the Governor, Regents and the UC President are still fighting and are not coming to an agreement anytime soon. Mike then pointed out the model is consistent, enrollment has increased every year. He said it is a stable fund, and these units are not known for having emergencies. He informed the Committee they should not allow their plan to go in deficit, but reminded the Committee they have an option to come back and ask. Mike advised the Committee to think about any of these units hiring people, and if they plan to hire people.

Nima pointed out if you look year over year expense, the one that seems to go up sequentially is OCPD. Everyone else has asked for more in previous years than this year, except OCPD which has increased every year and by $125k?? Since FY 11/12. Jennifer let the Committee know OCPD keeps requesting more because students keep asking for more.
Michael said if OCPD wants to, they can cost shift with vendor fairs and wouldn’t hire someone new for this, they would just reallocate staff to do other things. We can let them know in the letter the budget is tight. Polina asked if anyone is concerned OCPD is not charging alumni. Michael asked how much do the alumni take away from their ability to serve us. Christina mentioned at various universities, alumni have to contribute to the charge. Michael said alumni make up such a small percentage and can ask OCPD to consider that as a revenue source if funding requests continue to rise. Flora suggested they can assess a fee for post docs that is not currently assessed, then recommend to charge post docs.

Cameron asked the Committee if they are comfortable with having a $60k deficit and clarified the budget numbers. Jennifer let the Committee members know the staff doesn’t feel the fund is in danger, and would say it is if they believed it is.

Michael said last year’s proposals are not requesting much based on prior years cuts. The $80k increase is to cover vendor fairs, and make up a facility fee for Fitness & Rec, and are not recurring fees. Michael then asked if the Committee wants to fund those two things.

Dan said there are several ways to send a message to units letting them know this fund cannot cover all requests. An informal approach would be to tell units not to come in at current levels and to cut back. We can say we will fund all of the requests this year, and send a message to them that the Committee doesn’t want to see these sorts of requests next year.

Michael suggested to make the $35k OCPD request a temporary allocation. Christina asked if they would be required to provide us with stats. Jennifer said the Committee can make that request. Lisa mentioned another thing to consider, and possibly include in the recommendation letter, if there is no new revenue and no fee increases the Committee will not cover a 3% merit increase or benefits. She suggested the Committee consider something like that to include in the letter for next year’s Committee. Lisa then mentioned this may be the only fund on campus that funds benefits. Nima said the $35k increase is more like $50k to cover personnel costs.

Flora feels .5% is okay for OCPD because they support students. If OCPD’s next year’s proposal shows numbers that are not impressive, they can cut the vendor fair.

Nima suggested if OCPD proposes to provide greater services, quantify that and demonstrate they are making an impact. OCPD mentioned if they receive funds they can do things.

Christina asked if there is a way to track alumni success rates for finding jobs after meeting with OCPD. Nima feels OCPD should demonstrate the amount of hours allocated to services because they are spending so much time organizing the vendor fair. Flora said if the vendor fair went away, those people could work on other issues. Nima suggested informing them it is temporary, and if they aren’t successful the Committee can’t fund them.

Gary suggested the Committee be very clear and ask questions so units come prepared. Henock suggested the Committee should clarify to units that there will be a 5% cut if they cannot prove their service benefits students. He agreed 8.5% in reserves was fair, and went on to say a majority of units
are asking for increases and is okay to request next year, but should start limiting their increases or else
the reserve will continue to deplete. Henock suggested units come back with a plan to minimize their
costs. Greg mentioned this also gives the Committee a year to decide and see if there is a 5% fee
increase. Lisa suggested the units need to come up with another source to cover merits. Greg is not
comfortable with the reserve amount, but doesn’t want to rock the boat.

Flora asked if any programming utilized SSF funds as a method to see if programing is going to work or
not. Jennifer believes OCR did. Lisa said OCPD has increased because they have tried some things in the
past. Lisa recalled SHCS now finding funding for dietician. Jennifer informed the Committee there is a
recommendation in place to conduct a broader survey regarding these services. We are missing a chunk
of people who benefited from OCPD, and only 12 students present.

Henock feels any unit can come with good data and quotes from a few students. Out of the units that
presented, he doesn’t know of anyone that benefited from their services. He would like to see how
units have helped students and feels it is difficult to say if we should fund them because he doesn’t feel
they are active enough to request the funding.

Kevin would like to see the same set of students being asked about these programs. They have results,
but how many students do they represent? Christina asked if 100 students are polled at a time.

Jennifer asked if the Committee would like to hear from students that haven’t used the services. Carol
mentioned some surveys are conducted throughout the US and a variety of options are available.

Jennifer gave examples regarding UCLA surveys. Polina suggested a give-away for students completing a
survey. Jennifer then brought the discussion back to the reserve amount.

**Cameron asked if the Committee would agree to 8.5% reserve and fund all units. Niki motioned,**
**Michael second, all members voted in favor (14 votes).**

Jennifer suggested for next year to have units submit proposals with 5% decrease and to demonstrate
how they would accommodate that. Gary mentioned if some units don’t receive funding, they will cut
services. Mike said units have to come back. If they don’t cut in your requested areas, then you give
them another cut.

Gary suggested the chair and Jennifer meet to look at the fund and decide at that time what the
Committee needs are. There is a need to have some sophistication there, and suggested some analysis
happen to see what should be asked of the units. Dan looked at last year’s letter and said it looked like
units were encouraged to ask for more money. He then mentioned this letter should inform units the
fund is not as high as the Committee would like. Gary mentioned a letter from 2-3 years ago which was
not friendly.

Cameron then asked the Committee to go through the units since the 8.5% reserve had been voted on.

Jennifer told the Committee they should review unit by unit based on the OCPD recommendations
made.
Nima mentioned it seems like SOP students use OCPD the most. Henock then mentioned resume workshops are utilized a lot, but is hesitant to approve because of the in-house services SOP provides, and asked what OCPD is providing in addition to those services. Henock went on to mention he knows SOP students that have taken advantage of the in-house SOP services provided for students. Michael said OCPD wants to do more with the requested funding, so there needs to be results on this additional funding and they should have a fallback plan. Michael then asked the Committee what metric they want to see from OCPD. Kevin mentioned students attend workshops and suggested more workshops be offered. Jennifer asked the Committee if they want to see a comparison of workshops offered, and if the amount of unique students attending increase. Michael asked if the Committee can specify a time period for information. Pete mentioned OCPD didn’t propose to increase workshops and asked the Committee if they have a better sense of what the highest need is.

Niki brought up the vendor fair and mentioned it has lab materials and is a fun event to attend. Christina asked if students are able to give their resumes to the vendors. Niki said no, the event only enables you to buy items at a discounted rate.

Jennifer reiterated to the Committee they approved the 8.5% reserve, meaning they approve all requests. Cameron asked if the Committee can approve the budget and go over recommendations at the next meeting. Jennifer said yes and asked the Committee what would be the best use of their time. Flora feels everyone has an idea of what they want to do.

**Michael motioned for $35k OCPD request to be temporary. The Committee voted in favor with 12 votes.**

**Fitness & Rec:** Michael feels if the Committee doesn’t approve their request, they will charge students. Niki mentioned Fitness & Rec proved an increase in usage of the gym. Nima asked his peers about what they would like to support, and received strong feedback regarding the gym. Polina agreed, and mentioned going to the gym is like a bonding experience. Christina also mentioned going to the gym alleviates stress.

**Michael motioned to make Fitness & Rec a permanent approval, Polina second. The Committee voted in favor with 12 votes.** Christina asked if the Committee is still considering having benefits allocated to a different source. Jennifer said the Committee can make a recommendation to next year’s Committee.

Cameron asked the Committee if there is another main point they would like to discuss. Ashley asked if Family Services request was temporary and was told “yes” by the Committee.

Michael asked the Committee if they are satisfied with the remaining proposals. **Kevin motioned to approve the rest of the proposals, 12 Committee members voted in favor.**

Cameron asked if the Committee would like to do more recommendations at the next meeting and the Committee agreed.

Meeting adjourned at 7:07 pm.