

CURB/SSFAAC Meeting
December 5, 2014
Special Events Room, MU East Wing
11:30 am – 1:00 pm

- I. Call to order – Andrew Musca
 - Introductions
- II. Recreation Advisory Council briefing – Ishmael Pluton
 - Review of gender considerations
 - Just got assessment data
- III. Bookstore Advisory Council Briefing – Katie Urban
 - Pilot program for online course materials – Inclusive Access – getting positive feedback. One student commented that she feels she's learning faster and better
 - Determining how to operate during remodel
 - YTD finances – had to cut back on staffing
 - Holiday sale
- IV. Budgetary Review – Kelly Ratliff, Sr. Assoc. Dir. of Finance & Management
 - JC intro of Kelly – did review of financial budgets and performance; does a good job making things easy to understand; interested in feedback
 - Kelly Ratliff
 - Introductions
 - Thanks to committees
 - Gives overview to know where things start
 - Review of handouts/material she sent – will be brief. They keep trying to get publications right: understandable, easily accessible. So ask hard questions, stump her. That's her job and your job!
 - Reviewed budget process – Nov. Regents mtg, Jan. governor's budget, legislative process, university process, campus process, dean/VC offices, meetings in Spring May/June, provost/chancellor, final letters in September
 - Reviewed Budget Overview handout
 - During cuts, a portion of the shortfall was held centrally and is being accounted for a little each year as we recover. Only sustainable for a short period of time
 - Very recent that state is contributing less than tuition
 - Q: What is included in Academic? Includes non-lettered faculty, clinical
 - Q: Does peer advising fall under instructional? – No
 - Q: Who determines policy re: Course material and services fees?
 - Chancellor authority, Committee that includes students under Chancellor's purview
 - Q: Could State specify funding to be earmarked for certain things? So couldn't be blended with tuition?
 - Yes – would be back to the future – used to be designated to 2 decimal places, but is difficult to achieve goals
 - Now accountable for various accountability measures
 - E.g. given: Hog barn stipulation that it couldn't be destroyed – so was moved!
 - Clarification of Student Fees – any NOT under SSFAAC & CURB?
 - All student fees there, campus-based fees on back end
 - Insurance separate

- Could any fees be reduced without compromise to programs funded?
 - Simple answer – no. Priorities are set (with conflict due to scarcity) and they are always trying to appropriately allocate funding to maximize advancement with priorities. Priorities do change. All cuts have been made, so any choice wouldn't be easy.
- Q: What's the role of this committee re: determining the priorities?
 - Always consider: principles, program priorities, goals
 - List ideal priorities then figure out how earmarked funds work for those. May not work easily, may need to group goals
- Adam – understand urge to cut costs. Hope we see a goal of maintaining by keeping costs relatively in control – not increasing.
- Kelly – true. Cutting costs can diminish value of education. Keeping line flat may be better than cuts. All involves trade-offs and need to look at desired outcomes
- Concern expressed: wary of justifying cost increases based on comparison to other universities rather than to what our students can afford. Relative costs are helpful, but absolute cost is important
- Kelly – agree, but benchmarks are important. It's hard to do this work without that tool. Need to be sure we're not comparing apples and kumquats
- Q: What about reserves? Carry-forward?
- Kelly – one type designated for maintenance and capital projects; one general funding for uncertainties – prudent 15-18% for all funds (30-90 days)
- Q: What role does this committee have in determining carry-forward?
- Adam – in some of these there is money left over
- Kelly – that sort of input and recommendation is important to Adela; important for us to make recommendations re: resource allocation and priorities
- Adam – also, willingness to apply them to things that might otherwise trigger fee increases
- Kelly – good point. Carry forward balances can be a good bridging tool – either 1-time cost or a bridge to find financial model for a new project. Not for maintaining programs – each needs to be sustainable
- Kelly – always happy to come back
- JC – There's a great chance we'll be asking her to return. We can send her questions too.
- Kelly – always welcomes input on how to improve her presentation of info

V. Vice Chancellor Call for New Committee – Vice Chancellor Adela de la Torre

- Introduction of Adela
- Adela –
 - beginning of 2nd year as VC
 - Struggle – tended to have uneven participation in SSFAAC & CURB. Rationale/recommendation for combining them is for ensuring they're efficient, transparent and have increased participation
 - She's looking for committee recommendations. This would be vetted through campus legal, be sure the committee is clear, then to the Chancellor
 - Option 1: disband both, form a new one. Adam had a good point – to look at funding a new way. AB40 center as an example – bridge funding – the kind of thing Adela needs guidance/recommendations for. Another example: contracting custodial tasks/staff rather than having them as university staffing. Compare costs. Student fees pay for some of the custodial.

- Previously a lot of the issues have been a bit more superficial, e.g. CFI increases. Now can be more substantial in giving program recommendations
- Questions? (none) Adela – thank you to the committee
- They're committed to making info more digestible
- Q: Where can we find details of Student Services fees?
- Adela – this presentation was the global one. Asking JC to work on this. 24 units used to act more independently. Now making things more centralized in Student Affairs. Examples: What are the CEI funds and capital reserves within the Student Community Center? Found out we didn't have enough Student Services Fees to cover the cost of Freeborn reconstruction
- JC – after the new year there will be a bunch of financial review – fund sources, amounts, totals, reserves
- Adela – this is the first time we've done this so be sure to ask what detail we need
- Comment: Applaud this! Has been on CURB for 2 years and is always a bit unclear. Appreciates the willingness to go through this transparent process.
- Adela – took a year to move unit budgets up to this level. Each unit has multiple sources - in multiple (24) units. Encumbered funds need to be cleaned up. Hypothetical example might be that Kabir was paid, but has now graduated, yet funds are still attached to his name (encumbered)
- As an economist, Adela is excited about this

VI. Review of New Committee Bylaws Draft (to date) – Andrew Musca

- Discussion
- Paul C – not ideal not to have a copy of the minutes or bylaw drafts
- Jan B – drafts are not always ready until right before the meeting. They're not complete, but closer, may be ready to be vetted at legal, so maybe now OK to send out with the caveat that it's a dynamic document and we don't want a lot of versions handed out
- Andrew – apply online, small group, interview process, membership
- Comments: important to ID ASUCD designees; multiple terms or reapply? Will that include re-interview?
- Andrew – not determined
- Comment: Ok either way but should be clear
- Adam – always want to have a transfer student if possible
- Vidur – put bylaws together and made them more precise
 - Each month choose a fee to discuss and make recommendations and preliminary votes; then at end of year send letter to VC with advisory recommendations
 - This would provide a model for feedback that's fresh & relevant from meetings, so voting won't be on things in too far distant memory
- Question: Our role is advisory? Student Fees/Campus-based fees – still confused – will be really hard to determine with departments that are funded with multiple fees
- Jan B – true – departments may be visiting the committee more than once to describe use of fees. Their chunks of \$ are big enough that they need to say how it's being used.
- Adam – true, logistically it will be complicated and daunting. Discussed the possibility of reviewing some departments every 2-3 years. Drafting a model schedule that's not binding to get through all of this. Suggestions welcome.
- Kabir – suggest meeting weekly rather than biweekly
- Adam – discussed weekly. If every other week, 2 hr meeting would be more efficient – wouldn't lose 15 min to introductions, etc.
- Comment: need to take minutes and publish them

- Adam – having staff provide minute service & posting to website?
- Q: Who's responsible for website maintenance?
- Adam – previously vice chair of SSFAAC, now looking at staff support
- Q: do we need to give back drafts?
- Can keep them if you wish but don't distribute – it's still a draft
- Kabir – what are we asking legal, and who?
- Does the combining of committees violate any policy [UCOP, student referenda, fees]? E.g. SASI designates CURB, so can we combine?
- Adam hopes to be able to go to the meeting as a law student

VII. Meeting adjourned