

## Council on Student Affairs and Fees (COSAF) Meeting

April 1, 2016

Memorial Union, MU II

11:30 am – 1:00 pm

- I. Call to Order
- II. Student Service Fees Overview (Laurie Carney, BIA)
  - Student Fees handouts were discussed/reviewed. They are posted on COSAF site with Meeting Resources.
  - Fees are approved by the Regents
  - They are set to increase
  - A considerable amount goes to Mental Health
    - The Mental Health Fee is administered separately
  - Reviewed highlights from the handouts
  - Fees are not for the classroom
  - Each campus is required to have a committee such as COSAF, and to have an annual report of expenses
  - In some areas RTA increases significantly because it is only calculated on certain portions of the fee
  - Usually if the fees are used for capital projects, the question first comes before this committee for recommendation
    - Question – What is the \$5M for Freeborn
      - (Luci S) The money is earmarked and held aside for whatever is eventually decided regarding Freeborn
      - There was discussion and clarification of capital expenditures and what they were for
  - Maintenance cost is based on the square footage of buildings that were built specifically for student services. If this cost is revisited, it will likely go up. New facilities have been built and landscaping has not been included in the maintenance fee.
  - Question – regarding child care. For whom, and how many are served?
    - Laurie will find out
    - Why has that number gone up?
      - (Laurie) Because there was a fund swap that is being adjusted for (\$620,000)
  - Some goes to various colleges for peer advising, some to be transferred to SASC
  - Question – why an increase 13-14 to 14-15
    - (Laurie) Doesn't know specifically. Could be positions that were vacant one year but filled the next
  - Question – if the funding is not supposed to go to the academic classroom, what is the funding that goes to the College of Engineering, to Livermore, for student services
    - This has been spent down
    - Was one time funding for a help desk for a student services portal for Grad Studies
  - Funding to Mondavi
    - The money is used to offset the cost of free and discounted tickets for students each year
      - Actual amount varies depending on the # of students using the benefit, and the cost of the programs for which students took advantage of it
    - It is also used for other outreach, e.g. with Student Housing, offering seminars, possibly for student employment, visiting artist events with students, etc.
      - Staff are paid with these funds for some of these events/activities

- Some funding goes to Office of the Chancellor for Summer and Fall Commencements
  - Funding to Law students for tutoring, specifically prep for the Bar exam (not for regular classes)
  - For Athletics it is mainly for salaries and benefits
    - There was an increase in 15-16 due to correction of a fund swap
    - Question – what is the salary/benefits \$ for, and for whom?
      - (Mike B) A lot of it is for trainers. They are paid with these funds, because a lot of the other funding they get does not allow use for salaries. This one does, so they use it.
  - Question – What is the purpose of a fund swap?
    - If funds were used for something that wasn't prohibited by the fee but may not have been the most ideal use, a fee swap is sometimes done to correct later to allow fee use for a more appropriate Student Services need
  - Question – Can we get more info on the undergraduate studies items?
  - Question – How are one-time funding requests approved?
    - At the discretion of the Vice Chancellor and recommendation of BIA, as long as it's appropriate and within the guidelines
  - Question – The Registrar's Office seems to be something in support of academics. What is that funding for?
    - Mostly salaries
  - Question – Why the increase for the Retention Center?
    - 4 new student life centers are just being set up now
    - The 1 \$M is the estimate for all, ~\$250,000 per center
  - Question – For ASUCD, is the funding for career staff members?
    - Yes
    - Question – Why is this going down?
      - Most positions are a 50-50 split between ASUCD and Student Affairs
      - Over time, staff who left and were replaced were not assigned the 50-50 split, to ASUCD's benefit, so when it was discovered, corrections were made. Now things are back to 50-50
  - Laurie will check on Mondavi amounts, though it does depend on the show
  - Question – Is it possible to get an overview of the allocation process now if a department asks for a one-time allocation?
    - Luci S – Student Affairs (SA) has its own reserves to look at and determine this. SA and BIA each have their own reserves, and SA has its own process
  - Mental Health Fee Report
    - There is a 5% fee increase, much going toward Mental Health, so it's going from \$2.0M to \$2.5M
    - Overall it's not increasing so much because reserves are going down
    - Question - regarding money for autism research? How is that student services?
      - Good question (unanswered)
      - Laurie believes it is a one-time funding
    - Question – regarding funding for Judicial Affairs?
      - They do more than Judicial Affairs now, and offer many services, including trauma support and research
  - Thank you to Laurie for her time and expertise
- III. Orientation to SASI Fee (Jason Lorgan)
- There are two fees that eventually became SASI

- SASI began 1990s.
- In the economic downturn then, CA took the brunt of reductions in aerospace industry. With the resulting cuts, some programs had a 100% cut in funding, like athletics and services.
- In response, the Student Services Maintenance Fee was created
  - It was \$33 per quarter
  - It was to sunset in 1996, in hopes that the economic crisis was temporary
- In 1994, funding was still a problem due to the economic situation, so a continuation of the fee was sought, along with an additional fee, Students were given 3 choices:
  - The original \$33 plus \$34 (combined into SASI)
  - Just a continuation of the \$33
  - No fee
  - And the sunset clause was eliminated
- The combined fees were approved
- Funds were to be allocated to Recreation, ICA, CCC, WRRRC and others
- In 1996 CURB (which now has combined with SSFAAC to become COSAF) was designated the oversight body
  - CURB recommended a required 3% reserve to cover unanticipated inflation/costs
  - The original \$34 had no RTA component, but every increase since has required it
- Question (NM) – Do we still require a 3% reserve
  - Yes, 3% minimum, and it can be carried forward
  - It is carried forward within units, not blended

#### IV. WRRRC SASI Presentation (Leilani Kupa)

- Our first unit presentation on SASI
- Leilani started with brief overview of their work, then went into how the funds are used. Presentation is posted on COSAF site.
- Overview (Leilani)
  - The WRRRC's focus is to improve campus climate
  - So they focus on gender issues rather than just women's issues
  - They are a confidential support unit, not a reporting unit
  - They have a strong focus on student directed programs and student employment
  - They track why people come into the center (but not names)
  - The category labeled "other" (on the slide re: walk-ins) can cover questions on anything from Sex 101 to not knowing where to go to get something.
  - They deal with/discuss microaggression and unsure situations
- Financials (Ashley Teodorson)
  - Some info in the presentation mirrors what was in the handout
  - The SSC fee is a significant cost, and they have no control over it
  - Carry-forward has dropped in recent years
  - Student enrollment and need have both increased
  - They always include the student employees in the conversations regarding what is needed to best serve students
  - If there is no CPI increase
    - They will check on ways to consolidate, rework policies and partnerships
    - Last resort would be to reduce the number of student employees
  - Question – What is causing the carry-forward to go down
    - Carry-forward is actually not allowed. Fees for services should be funding in/funding out

- Question – how many students do you employ?
  - One graduate, 9 undergrads
- Question (VD) – Is the administrative cost the main increase?
  - Yes
- Renovations
  - A single stall gender inclusive bathroom with a baby changing station
  - Lactation room
- There has been a large increase in the number of students walking in for crisis support
- There are lots of questions regarding the child care available and assistance available

V. Chairs Update

- New Template for SASI
  - (NM) Up to now, unit presentations have dominated our time, so we plan to give out the new template (copy distributed) to departments and get the information in advance of the presentation. That way more in-depth conversations can happen during the meetings. Also, we'll be comparing apples to apples, since all presenting units will be giving us the same information.
  - Question – Is all of SASI used? Is there any carry-forward?
    - (Luci) There is a reserve carry-forward. It will be in the CRU presentation next week
    - (NM) Maybe it would be a good field to add to the template.
  - 2 units will be using this template at the next meeting
    - Question – So, they will still be giving us more info, but this will be the baseline?
      - (NM) Yes, they will still be presenting, but it shouldn't take as long
  - (Laurie) Suggestion – Maybe add the question of the number of student served to the template where appropriate.
  - Question – What does “substantial variance” mean on the template? Can it be anything?
    - Yes, for example, WRRRC's increase in administrative fees beyond their control this year
  - (NM) Regarding the discussion on voting, we think Vice Chancellor Adela de la Torre will join one of our next two meetings so we can engage her on that topic when she is here.

VI. Meeting adjourned 12:55 pm