Council on Student Affairs and Fees (COSAF) Meeting
May 27, 2016
MU II, Memorial Union
11:30 am – 1:00 pm

Final meeting. Took some time before starting to enjoy a taco bar lunch from Dos Coyotes and socialize.

I. Call to Order (Chairs) 11:40 am
- Isaac Walrath participated via conference call
- Determined to wait until 11:45 for more attendees in hopes of quorum before discussing anything in depth.
- Handed out revised draft of bylaws.
    - Included changing the GSA/LSA representative voting members to be the appointees or their designees
- Current bylaws require 9 voting members for quorum

II. SSF Update on School of Education Mental Health Fee (John Campbell or Laurie Carney)
- Laurie deferred to John Campbell on presenting this info, but John was unable to attend.

III. Review of 2015-16 (Chairs)
- Chairs noted that an online evaluation/survey would be sent out for members to complete, and asked that members do so, noting that it would be anonymous.
- Chairs requested that members share any thoughts or highlights from the year
    - NM – noted how far we came as a committee and is happy for that progress
    - VD – It was his third year on the committee and he saw the transition from SSFAAC to COSAF. He's happy to have seen a shift to full participation and 100% retention on the committee. The new committee will be addressing things outside of CBF, like new referenda and other Student Affairs issues. He knows it's been tough and confusing at times but thinks we all did a great job this year.
    - AZ – agrees with what the others have said. Thanked everyone. There is still lots to learn. He is glad for the switch to the template for standardized presentations. It's good to be able to see the bigger picture on things.
    - PC – is happy that people show up and ask questions! He was on the CURB committee, and thinks what was missing this year is the program evaluation CURB used to do. He feels that bit got lost in focusing mostly on fees.
        - VD – That is one of the reasons for the standardized presentation model, so there will be more time to spend on program questions.
    - PG – Commented on how far we've come! We didn't understand a lot of things at first, and it's nice to see how far we've come. Agrees that the standardized presentation is a good move.
    - MG – Highlight is that she will have the opportunity to lead next year. She's looking forward to it, but also anxious. VD and NM have been amazing and she has some big shoes to fill!
    - JL – Noted that we have made tremendous progress this year. He spent 12 years on CURB, which had been refined over 40 years. The fact that we got to such a comfortable place in one year is a tribute to everyone and to the chairs. The information IS confusing. Great job everyone!
    - Briar Tanner (will be new to COSAF as co-chair with MG next year) – She is looking forward to what they can do together.

- LC – Is impressed with everyone, and with the level of questions that were asked. The fees are very complex. She has been working here now for two years, full-time, to try to understand them, so you, as students, have done a great job. You may want to consider some introductory info to help everyone come in with a baseline understanding and to facilitate continuity at the start of next year.
    - NM – They are considering looking at fees condensed into one quarter, so all the recommendations could be done by winter. It would give some time to resolve any conflicting information.
    - LC – could be good if the actual fee amount, based on CPI, could be updated sooner for incoming students.
- IW – Likes the idea of a document to have continuity. Going forward that would be great for incoming classes/members. It was a good year. A struggle is what our product is – just a yes/no vote. We should continue to discuss what we think of programs. Thinks it was a successful year.
- GS – We started having good discussions toward the end. Might there be a way to encourage that earlier on, starting with the training? We all knew the goal was to ask good questions, but it didn't really start happening until this quarter.
    - NM – we will look at the orientation information. Asking questions is the hardest part – not just getting comfortable with the people, but knowing what questions to ask.
- MB – As a presenter, having to do multiple presentations was difficult. By focusing only on fees there's a big piece of their unit you don't see or understand. The template does provide it – giving the info COSAF is looking for. Avoids repetition.
    - NM – the template model will give more time to look at programs.
- GO – Thanks to all for their time. He is a resource moving forward. He wants to encourage peer-to-peer interactions with other committees so they'd all have increased understanding and additional resources. Kudos to all. This committee is a model for what revisions on campus should look like.

IV. Annual Report Recommendations (Chairs)

- NM did not have time to get a draft together. He will send it out electronically. People can look online at last year's to see what it might look like. This year's will be similar, plus the template development, suggestions for next year, the year's progress overall.
- GS – when will it be sent out?
    - NM – hopefully next week. The Annual Report does not have to be formally approved.
- The evaluation form will be sent out at the end of the meeting. Please include comments.
- The Vice Chancellor has already received the aggregate votes and comments.
- NM – Commented that we'd like to have clarification on the process for allocation of SSFs and having the committee consulted if changes are made. Does everyone agree? (agreement via nods)
- NM apologized that there is no report document yet.

V. Bylaw Change Ratification (Chairs)

- NS is on the way. Once he arrives we will have quorum to vote on the changes in the bylaws.
- 12:20 NS arrived
- Reviewed bylaws. Committee already voted to amend them; this is to ratify
    - Change to virtual participation
    - Specify that GSA and LSA representatives will serve, but similarly to the ASUCD president, i.e. the person in the position or a delegate can serve/attend/vote
    - Voting by proxy

- Voting by virtual participation
- Physical quorum should still be present, though. Previous version of the bylaws says quorum is 9 voting members. Now it is 50% of filled voting member positions (based on the fact that last year no faculty were ever appointed and the positions were vacant all year).
- Any questions?
    - IW asked for review of the LSA changes again
        - Confirmed the change (appointee or delegate), and noted that GSA has amended their bylaws so that the GSA COSAF representative is the GSA treasurer or a designee. LSA could amend their bylaws similarly if they want to.
    - MG – We are keeping the faculty positions?
        - NM – yes, it is the idea of shared governance
        - We do have faculty names for next year from both the Faculty Senate and Federation
        - LC – what is the difference between the Senate and Federation? Tenured positions vs. non-tenured?
            i. Yes
- PC moved to approve bylaws as amended
- Approved

- NM - Please fill out the evaluation by the end of next week.
- Will send the Annual Report for comments in the next couple of weeks.
- Any other thoughts?
    - GS – It was a great experience.
- NM – Thanks for the great year

VI. Meeting adjourned (Chairs) 12:25 pm

- IW signed off 12:27 pm
- JL distributed thank you gifts to voting members