

Council on Student Affairs and Fees (COSAF)

October 20, 2023

11:30 am – 1:00 pm

Activities & Recreation Center, Meeting Room 1

Agenda

1. 11:30 – 11:35 **Welcome / Lunch**
2. 11:35 – 11:40 **Subcommittee Updates**
Co-Chairs
 - *Amaan Mohammed*, Student Programming Fund
 - Student Service Fee
 - *Avalon Babros*, Student Development Fund/Dean Witter/Equity in Mental Health
 - *Caspar Schulte*, The Green Initiative Fund (TGIF)
3. 11:40 – 11:55 **FACE/LEEP Presentation: Student Recruitment & Retention Center**
Carol Huang, Operations Director

11:55 – 12:05
Q&A
4. 12:05 – 12:20 **FACE/LEEAP Presentation: Campus Recreation**
Andy Ramirez, Associate Director

12:20 – 12:30
Q&A
5. 12:30 **Announcements**
Co-Chairs
 - Next **regular COSAF meeting** is Friday, 11/3, and will be held at the **Memorial Union**. We will be sending out reminders ahead of time.
6. 12:30 – 1:00 **Tour: Activities & Recreation Center (ARC)**
Andy Ramirez

Meeting adjourned

SUMMARY OF COMMENTS

COSAF Meeting, November 4, 2022

Facilities and Campus Enhancements Fee (FACE)

Legal Education Enhancement and Access Program (LEEAP)

Please provide your comments regarding the **Student Recruitment & Retention Center** presentation and use of FACE/ LEEAP fees.

It's clear the SRRC does so much for student wellbeing and retention!

They do great work for many students on campus and I believe they should continue doing so.

The services that the Student Recruitment & Retention Center provides to different student demographic on our campus are highly essential. I also want to see more marketing and advertisements about their services to hopefully expose more students in need. I feel like SRRC can be more visible to the students.

Hearing about the efforts put into supporting and assisting our student body has been amazing to hear about. I feel fortunate to be able to assist in ensuring these efforts can continue to take place and grow on campus!

They're doing great work for their students! College can be stressful at times and it's great that there are resources that they provide to help students through tough times.

Yes; because the center is run for and by the students - any changes that need to be made should be acknowledged and acted upon.

The Student Recruitment & Retention Center's work is vital for student life and inclusivity. Especially considering this entity is student-run and student-led, it should be allowed to retain purchasing power and thus its important work for educational equity

The Student Recruitment and Retention Center does not require CPI adjustments, due to likelihood of decreased spending and overall benefit that it provides to students. A major source of the center's spending is in regards to student jobs that are often unfilled or are not required due to demand. I do not find that the Student Recruitment & Retention Center needs the number of student employees that they currently do today. Additionally, this center has only helped a marginal number of students, although diverse, the center does not reach the goals for equitable diversity on Campus. It is unfair for students to pay significantly more to fund a program that does not help them or the University's prestige.

While shown to be useful to a large population of students, they were lacking in their explanation for their need for the additional funds and what they would apply those for. Additionally, they had the largest percentage-wise carry forward of funds from what was allocated. Thus, they do not seem to be as in need of funds from additional sources

I believe the CPI is too high for this service. I think it would be possible for fundraisers, grants, and/or other means to cover the extra costs.

I am taking into account how many of UC Davis' population utilize the program compared to those that don't.

The Student Retention & Recruitment Center is essential, and it was shown from the experiences described by student comments. A CPI adjustment will help the SRRC continue to serve underrepresented students and improve the lives of many.

Student Recruitment & Retention Center provides resources to students, and I understand the need for the fees that are in place to cover student and staff salaries and information technology admin.

FACE/LEEAP FEE

(Facilities & Campus Enhancements/Legal Education Enhancement & Access Program)
2023-24

DEPARTMENTAL REPORT TO THE COUNCIL ON STUDENT AFFAIRS AND FEES (COSAF)

Department Name: **Student Recruitment & Retention Center**

Contact(s): **Carol Huang**
Michael Rogai

Referendum verbiage regarding allocations to this department: **Facilities, staff support and programming to assist and support student-led outreach and retention efforts.**

SECTION 1: DEPARTMENT FACE/LEEAP ALLOCATIONS

Expense	2022-23 Actuals	2023-24 Estimated Allocation
a. Student Salaries (including benefits)	\$292,880	\$275,000
b. Career Staff Salaries (including benefits)	\$274,612	\$327,581
c. Programs, Information Technology, Administration	\$205,708	\$216,000
d. Facility/Maintenance Expenses	\$1,179	\$5,000
e. Fixed Expenses (debt service) (SSO)	\$ 24,911	\$24,911
f. Contribution to Reserves	\$10,260	(\$52,635)
g. Other (scholarships & awards)	\$5,650	\$6,000
TOTAL FACE/LEEAP:	\$815,200	\$815,200

SECTION 2: DEPARTMENT RESPONSES

Use as much space as needed

1. Please describe the department's programs, services and/or facilities funded by FACE/LEEAP:

About

The Student Recruitment & Retention Center (SRRC) was established in 2000 with the goal of performing student-led outreach and retention for historically underrepresented, educationally disadvantaged, and low-income communities. Our student-initiated programs created by students for students foster holistic, academic and personal development while raising political and cultural awareness for youth and college students.

Our unique structure of being student-run refers to our governing board, the Recruitment & Retention Organizing Committee (RROC) which oversees the goals, programming, fiscal, and administrative responsibilities of the SRRC. The board is comprised of 10 voting members: 7 undergraduate students, including 1 ASUCD representative, 2 graduate students, plus 1 FTE Student Affairs representative.

Mission

We educate, engage, and empower students to act as dynamic leaders for their communities so that we can all transform knowledge into action.

Values

Community. Advocacy. Knowledge. Equity. Support.

SRRC Programs

We have 7 community programs in the SRRC that are all led by UC Davis student leaders. Each of our students develop and implement recruitment and retention programs for students in our communities. We are staffed by over 35 paid students, 4 FTE career staff, and receive the support of approximately 200 community volunteers and interns every year.



Services

In the SRRC, we recognize that students have many identities and needs, and that as a department run by and for students, we are called to support our community's academic journeys through our unique positionality and understanding as students ourselves. As students we have a unique understanding of the dynamic needs of our communities. This allows us to give personal attention to our peers through our **Holistic Support model** and the services we provide which allow us to do the work that the educational system does not accomplish/provide directly. We accept the challenge of creating a society that provides a **quality, culturally sensitive, comprehensive education** for students of all backgrounds in the following ways:

- **Recruitment:** K-12 outreach, community college outreach, campus visits experience, college admission information and mentorship, pathway to college support, reservation outreach, 4 overnight youth conferences, 1 one-day youth conference, 2 yield events (Aggie Senior Weekend Trip, Aggie Transfer Weekend Trip)
- **Retention:** academic support & advocacy, overnight community leadership/empowerment retreats, counseling support, graduate writing support, peer mentorship programs, reservable conference room for study groups, testing materials, study halls, test bank, social events

- **Community Empowerment:** community development, community advocacy, support for student activism, student organization and department grants, volunteer and internship program

2. Please provide information on any substantial variance between 2022-23 and 2023-24:

- **Student staff salaries.** Hourly salaries increased to accommodate for the state and federally mandated minimum wage increases, and will increase from \$15.75 base. We have added a 0.25 differential to these positions for peer supervision responsibilities and difficulty recruiting, and longevity. The Student staff salary is projected to be a little less this year because our current Graduate Student Assistant is receiving tuition remission from another position that they currently hold. We also project salary savings from work study recipients. The SRRC as a student-run and student-led department allows UC Davis student leaders to identify areas of opportunity for their communities and for the university, and we truly value the input, vision, and labor of our student staff. It is necessary for us to have student staff who represent the communities we serve and to support the amount of work we do in the SRRC.
- **Career staff salaries.** Our office coordinator went from 0.5 FTE to full-time 1.0 FTE to better support our program operations. We have operated with only a 50% Office Coordinator for many years and had a split role position with a neighboring department. In Fall of 2022, both our departments had enough funding and demonstrated enough operational need to have an office coordinator full-time. We also advocated for an equity increase for our office coordinator that was approved and put into effect starting April 2023, which is one reason why career staff salaries increased.
- **Facility/Maintenance Expenses.** New equipment and maintenance expenses added..
- **Contribution to Reserves.** We are drawing down reserves rather than adding to it.

Typically, we project to spend anywhere from \$200,000 to \$250,000 on **Programs, Information Technology, and Administration.**

- **Program marketing:** This year we plan to increase our spending on marketing materials. We have already purchased a new tent, tablecloths, and tabling merchandise. We hope to expand our reach through our marketing efforts.
- **Center Redesign:** We also plan to spend funds to renovate the center. We had some water damage last February due to an unfortunate flooding incident. As a result, our carpets and furniture are a bit damaged. Our furniture pieces are also old as we haven't replaced them since 2012 when we moved into the building so we are working with Design Services this year to rejuvenate the space.
- **IT Equipment Replacement:** Scholar staff have also been asking to replace computer units and our office printer so we will be replacing some IT equipment this year as well. We will also be replacing our old TV in the lounge and replacing it with a new one.
- **Recruitment/Outreach Programs:** We hope to increase the number of campus visits this year and support more underserved youth in learning about college.
- **Retention and Community Empowerment Programs:** We plan to increase the funding opportunities for RSO projects and improve our collaborative efforts with the student community.

3. If applicable, please provide plans for use of reserves listed in section #1f:

The UC Davis campus and all of its departments must be able to revise our plans to support the communities we serve. Our reserves allow us to be flexible to community and program development needs, while ensuring the safety and health of our communities. We maintain our reserves in case of any emergency situations that occur. For example, last year, we had an unfortunate incident where the SRRC was completely flooded, as previously mentioned. Reserve funds help us account for any large expenses that may be unexpected. However, we did contribute more to reserves during the pandemic in case of emergencies and we are ready to draw them down.

4. Please describe the need for a consumer price index (CPI) adjustment and include the departmental plan if CPI is not applied next academic year.

The CPI adjustment will allow the SRRC to continue to meet the demands of the UC Davis student community. We aim to constantly build and improve our resources, programming, and opportunities to meet the needs of our communities.

In recent years, we have increased both the number of student staff and career staff positions to accommodate the demands of services; meet and follow University policies and procedures; manage risks involved with events; increase student contact; and increase leadership/professional development opportunities for UC Davis students in marginalized communities. If CPI is not applied, then we will need to evaluate our spending plan and service expansion goals since the cost of goods and services have increased significantly.

5. Is there information this department would like to provide regarding the scope of student use of the programs/services/facilities funded by FACE/LEEAP?
(Please limit your response to those items funded by FACE/LEEAP.)

The SRRC offers a large open study space that is welcoming and offers resources such as a reservable conference room, quiet study space, napping spaces (we are identified on the Nap Map!), white boards, community books, and peer support. The center, like the university, is open to all; however, the SRRC is particularly a comforting home to students of color. Additionally, we are one of few spaces that specifically fosters a space for graduate students (of color) to feel safe enough to conduct work, office hours, and workshops in our space.

Our **operational hours are Monday - Thursday, 10am - 5pm and Fridays 10am-2pm**. The SRRC is available after hours for programs/events, community-led study jams, and staff meetings. Student organizations affiliated with SRRC Community Programs and promote the retention/outreach goals of the SRRC can request after hours reservations. There is a steady flow of visitors to our center; approximately 500 distinct students per quarter. Students have been coming to study, spend time with community members, and access resources (basic needs supplies, free testing materials, nap stations, etc.).

Usage Data: Front Desk/Open Study Space	
Unique Students Served	2,297
Total Swipes	10,715

The student-led SRRC programs and services focus on a holistic support model that fosters academic and personal development to historically underrepresented, low-income, and educationally disadvantaged students. This unique model aligns to our UC Davis Strategic Plan.

The SRRC made huge efforts to transform our work to be more accessible, supportive, and healing for our communities. We engage students with over 100+ programs and reach ~5000 participants annually.

2022-2023 Total Number of Programs Offered	
Fall 2022 Total: 56	<ul style="list-style-type: none">Retention - 16Recruitment - 11Community Empowerment - 16

	<ul style="list-style-type: none"> • Co-sponsorships/Collaborations - 4 • Staff Development - 9
Winter 2023 Total: 51	<ul style="list-style-type: none"> • Retention - 12 • Recruitment - 5 • Community Empowerment -15 • Co-sponsorships/Collaborations - 6 • Staff Development - 13
Spring 2023 Total: 61	<ul style="list-style-type: none"> • Retention - 16 • Recruitment - 15 • Community Empowerment - 16 • Co-sponsorships/Collaborations - 10 • Staff Development - 8

Highlights

- **Recruitment and Outreach:**
 - **Undergraduate Admissions:** We have worked closely with Undergraduate Admissions to offer more culturally relevant outreach and yield services to our communities. We have been consultants to the staff in UA, offering our programming models, served as student panelists for several events, and we often will take up some campus tour requests that they are unable to accommodate. We hosted Aggie Senior Weekend Trip in person once again in collaboration with Undergraduate Admissions, creating a valuable and inviting experience to prospective students. Our work in the SRRC over the last 20 years and our close partnership with UA has absolutely had an impact on the amount of students of color who are ready to commit to UC Davis.
 - **UC Student Initiated Programs (SIPs):** As a student-initiated program, the SRRC is part of UCOP's Student Academic Preparation and Educational Partnerships (SAPEP) program. We work in partnership with the UCSIPS coalition to enhance and promote a college-going culture to historically underrepresented or underserved youth. We do that by doing outreach to local/regional schools and community based organizations, bringing youth on-site for campus tours, and hosting youth empowerment conferences.
- **Retention:**
 - **Community Meals:** Our Community Meals program serves hot meals to students at the end of each month when funds and EBT may be low for students in our communities. We utilize community meals as a way to provide hot meals to students who need them while also resourcing them with knowledge about Basic Needs resources available to them on campus.
 - **Retreats:** The SRRC brought back community retreats for the first time since the pandemic. Community retreats provide retention support, leadership development, and knowledge of community resources to scholars. Retreats are a core program offering of the SRRC so we are excited to bring them back for students.
- **Community Empowerment:**
 - **Filipinx Graduation and Southeast Asian Graduation:** The SRRC is the main department sponsor and advisor to these two student-run, student-led graduation celebration ceremonies. The SRRC provides student coordinators with programmatic support, resource allocation, financial support, and more in order to celebrate graduating seniors with their accomplishments.
 - Note: We also cosponsor Black Grad, Chi/Lat Grad, Native Grad, ImmiGrad, MENASA Grad, Pacific Islander Grad, and Lavender Grad
 - **RSO and Department Co-sponsorships:** Part of student-led, student-initiated work is establishing partnerships with campus organizations and departments. The SRRC believes that building a collective of support spaces and programs led by students honors the student-leadership and

near-peer program support that our funds are meant to provide. In 2022-2023, we sponsored 30 projects (includes: grants, co-sponsored, and collaborative programs) with collaborators (i.e. RSO or department).

- Selected Highlights: SWANACON (Southwest Asian/Middle Eastern, and North African Conference), Hmong Health Conference, Underground Scholars: Building the Prison-to-School Pipeline at UC Davis, Hands on the Land Youth Outreach
- **Graduate Studies:** Graduate students are an integral part of our community and also pay a portion of FACE/LEEAP fees, and we have been enjoying our partnership with Grad Studies over the years in order to offer holistic and culturally relevant support to Graduate Students of Color. Each year since 2016, we offer a Graduate Student of Color summer fellowship, and we have now provided research funding to about 70 students. Each year, we award summer fellowship funding to at least 10 students.

We are incredibly proud of the work that we have accomplished through our services years past, and we have also learned a lot of new things about the work that we want to continue to do and provide for our communities.