

# COSAF Bylaw Highlights and Understanding Key Components of Council Work

- **The Council on Student Affairs and Fees is a Chancellor's Administrative Advisory Committee.** There are 12 AAC's on campus
- **COSAF reports to the UC Davis Chancellor through the Vice Chancellor for Student Affairs**
- **What is an AAC?**
  - Administrative Advisory Committees provide an opportunity for faculty, staff, and students to participate in the governance of UC Davis. This concept is often referred to as shared governance.
- **What is the purpose of COSAF?**
  - To advise the Chancellor, through the Vice Chancellor of Student Affairs on the use of student fees in Student Affairs units
  - To advise on the delivery of Student Affairs programs and services
  - To advise on the use, management and capital improvements to student fee funded buildings and facilities
- **What does COSAF specifically provide input on?**
  - COSAF Provides input on the use of Student Services Fee
    - The Student Services Fee is paid by students on all UC campuses and each campus chooses how to allocate the fees to support student services. The level of the fee is determined by the UC Regents
  - COSAF Provides input on the use of Campus Based Fees
    - Campus Based Fees are fees specific to UC Davis that were passed by a vote of the students when they were proposed, this vote is referred to as a referendum
    - COSAF provides input on the use of campus based fees in accordance with the referendum language
  - COSAF Provides input on the review and approval of annual CPI adjustments to Campus Based Fees (with the exception of SASI, which automatically receives the adjustment each year)
    - What is CPI?
      - The Consumer Price Index measures changes in the price level of a market basket of consumer goods and services that are purchased by households in a given region. Another way to think of CPI is as a measurement of inflation. So to apply CPI is essentially to keep the purchasing power of fees the same as in a prior year. Not applying a CPI adjustment will cause the student fee to not be able to support the same level of purchasing power as in the prior year.
    - Who determines CPI?
      - The Bureau of Labor Statistics, which is the principal fact finding agency for the US Government, is the agency that measures the Consumer Price Index or CPI.

The Bureau of Labor Statistics is a unit of the United States Department of Labor

- What does CPI apply to?
    - CPI is only applied to operating expenses
    - It is assumed that operating expenses go up each year, hence the need for a CPI adjustment to keep programs from having to be cut, because inflationary pressures reduce the purchasing power of the fee
    - CPI is not applied to the debt service portion of each fee
  - What should be considered when determining CPI on programs versus facilities?
    - Facilities are owned by students and need consistent upkeep which is necessary versus optional. Value judgments on the program application of CPI is appropriate versus letting buildings degrade.
  - COSAF Provides input on the level and use of student fee reserves
    - What is a reserve? A reserve is like a savings account that is used to ensure you can maintain facilities.
      - Examples of why you need to save money in reserve accounts
        - Synthetic turf on a playing field has a life of 8-10 years, so if turf was bought in 2010, we need to plan to have enough money to replace it sometime around 2018-2020
        - Carpet in a high traffic building may need to be replaced every 5 years. If we installed new carpet in 2015, we need to be saving money to replace it in 2020
        - A roof may need to be replaced every 25 years, so we need to save money to be able to replace the roof
  - COSAF Provides input on new referenda that have been proposed to or by the Vice Chancellor prior to being put before the student body for a vote
- **What is the membership composition of COSAF?**
    - 10 Voting Undergraduates
    - 4 Voting Graduate/ Professional Students
    - 1 Voting Faculty Member
    - 2 Voting Staff Members
    - 10 Ex- Officio or non-voting members
  - **What is the meeting schedule?**
    - Every other Friday from 11:30 am – 1:00 pm
    - Tentative Meeting Schedule to be handed out
  - **How does voting work?**
    - All voting members, including co-chairs, will vote on all CPI adjustments with the exception of the FACE/LEEAP fees. When FACE/LEEAP come to a vote, only the LSA representative will vote on LEEAP. The LSA representative will not vote on FACE. All other voting council members will vote on FACE and not LEEAP.
    - How does a vote pass?

- The CPI vote must pass by 66%, with the exception of LEEAP since only the LSA member votes on LEEAP.
  - All other non-fee adjusting votes will pass with a simple majority
  - A quorum of 50% of voting members must be present for the committee to vote
  - Members with an excused absence can vote absentee, but absentee ballots will only be counted if a physical quorum is present at the meeting when the vote takes place
  - Only voting members representing student associations may vote by proxy at the meeting. These include the President of ASUCD, the GSA and LSA representatives
- We will be discussing Return to Aid during the year. What does this mean?
    - In general, return to aid is 25% of fees- Student Services Fee and Campus Based Fees
    - For example, if a fee were \$10, \$2.50 of that fee would go into a pot of money we call Return to Aid. This money is then allocated to need based grant funding for students. It is a critical component of Financial Aid