

COUNCIL ON STUDENT AFFAIRS AND FEES (COSAF) MEETING

March 9, 2018
11:30 am – 1:00 pm
MU Garrison

Meeting Notes

1. **Call to Order, 11:35 AM**
Jessica Sandoval & Aaron Zheng, Co-Chairs
2. **Working Lunch/ GSA Vote**
3. **Reminders/Updates**
Jessica and Aaron

- Jessica. Call for volunteer co-chairs for the April 6 meeting
- Aaron. Regarding the \$250,000 allocation of the Mental Health Fee, waiting for additional information from Cory Vu prior to COSAF providing comments.
- Jessica. 15 applications/surveys are not due until Sunday, 11:59 PM.
- Jason Lorgan. See letter in packet from Provost Hexter. ([cosaf.ucdavis.edu/meeting-resources, Budget, 2018-19 Operating Budget Framework](http://cosaf.ucdavis.edu/meeting-resources/Budget_2018-19_Operating_Budget_Framework)) On page 3 COSAF is recognized for their key role in the budget process.
- Jason. Student Programming Fund presenters coming today. Julie Agosto is presenting today. She also submitted a request for a Guardian Scholars Case Manager. After reviewing this request, it was deemed inappropriate to fund a staff member with this programming fund. Therefore, we are removing the application from the pool and she has been notified.
- Jessica. Comments given by COSAF when completing Dean Witter/Student Development Fund surveys, will be given to the applicant upon notification on approval/denial.

Dean Witter

- *DW037, Stress Neurobiology, 9-Yes, 1-No, **Approved** for \$206*
- *DW038, Stress Neurobiology, 9-Yes, 1-No, **Approved** for \$206*
- *DW040, Information Gathering with MGT 150 Students, 8-Yes, 2-No, **Approved** for \$250*
- *DW041, Lunch with Professor Bishop, 7-Yes, 3-No, **Approved** for \$200*
- *DW042, Animal Science 144 BBQ, 10-Yes, 0-No, **Approved** for \$250*
- *DW043, Human Gross Anatomy Final Celebration, 9-Yes, 1-No, **Approved** for \$300*

Student Development

- *SD026, Own it Summit, 6-Yes, 3-No, **Approved** for \$500*
- *SD027, San Francisco Career Forum, 8-Yes, 1-No, **Approved** for \$307*
- *SD028, Elevate Leadership Program, 8-Yes, 1-No, **Approved** for \$50*
- *SD029, San Francisco Career Forum, 8-Yes, 1-No, **Approved** for \$100*

Action Item #037

Action Item #038

Action Item #039

Action Item #040

Action Item #041

Action Item #042

Action Item #043

Action Item #045

Action Item #044

Action Item #046

4. **Aggie Fee Template and Presentations**

Bryan Sykes, Editor in Chief & Laurie Pederson, Business/Advertising Manager

See COSAF website: *Resources, Meeting Resources, The Aggie Fee, **Aggie Fee Presentation***
○ cosaf.ucdavis.edu/meeting-resources

5. **Student Programming Fund Presentations**

Involvement Fair, Molly Bechtel

See COSAF website: cosaf.ucdavis.edu, *Resources, Meeting Resources, Student Programming Fund, **Presentation 1***

- Goal is to expand our annual Involvement Fair.
- Opportunity for all students and campus community members, not just first years, to learn more about involvement opportunities and engage with Student Organizations within the first few weeks of school.
- Last year we had 120 tables and groups had to share tables. Over 230 groups and over 3,000 attendees.
- We need more space and are proposing to double in size. Currently held in the west quad. Want to add the east quad.
- Current budget is about \$3,000. Would like to add more signage.
- This is growing in interest. Each year we have more and more students seeking to find their homes and sense of belonging and we believe this is the opportunity for them to do that.
- Allows for showcasing the incredible diversity at UC Davis.
- We have a growing waitlist. Participation grew over 40% (60 groups) over the last year.

Q. Aaron Z. Please clarify how much you are asking from the council and how much total budget is needed for the event. How much do you receive from Student Affairs?

A. Molly. We are seeking \$3,000. Total budget is \$6,000.

Q. Dr. Hilt. What day does this event take place. Before classes start?

A. Molly. After the 3rd week of the quarter.

Q. Dr. Hilt. Do you advertise through The Aggie?

A. Molly. We have not done an ad. It has been featured as more follow-up information.

The Apply-a-thon, Cloe Le Gall-Scoville & Raynell Hamilton

See COSAF website: cosaf.ucdavis.edu, *Resources, Meeting Resources, Student Programming Fund, **Presentation 2***

Cloe:

- This event takes place on Saturday, November 3, 10:00am – 2:00 pm
- We create a space for students to come and fill out the on-line form for graduate programs
- Advisors are on hand for questions
- Fee waiver offered, will cover the cost of one application fee
- Offer lunch, then workshops in the afternoon
- Current and former grad students speak, to give them an idea of what to expect in grad school

- Our funding priorities:
 - Fee waivers
 - Rent a computer lab
 - Food, coffee in the am, lunch before the workshops
 - Printed materials/resources for attendees to take home
- If we do not receive full funding for this event, we will reduce the number of attendees accordingly

Q. Dr. Hilt. If you have the choice, where would you hold this event?

A. Cloe. Student Community Center. They have the computer lab and meeting room space.

Q. Jessica. How will you decide who will attend the workshop? What is the eligibility criteria?

A. Cloe. Connect first with groups on campus that work with first generation and underrepresented students.

Q. Is this preparation for all graduate programs, Professional, masters, nursing

A. Cloe. Yes, any program, any major

Q. Aislinn Dresel. To attend, would they at least have to have a draft of their Statement of Purpose?

A. I would think so – by November you would have to have the draft ready

Q. Courtney Schultz. Would you consider cutting the food budget to serve more students?

A. Cloe. Yes

Q. Summer Mielke. How doe handle the fee waiver?

A. Cloe. We give them the money directly

Q. Dr. Hilt. If this is your first event, how will you advertise?

A. Cloe. Start with our list serves of groups we are affiliated with and expand to pre-grads via Advisors. Rosaisela Rodriguez. It's smart to start with a small group the first time, and grow from there.

"Gear Up!", First Year Kick-Off Event, Rachel Bingham & Raynell Hamilton

*See COSAF website: cosaf.ucdavis.edu, Resources, Meeting Resources, Student Programming Fund, **Presentation 3***

Rachel:

- I'm with First Year Aggie Connection, a program that helps new first time students transition to UC Davis, which includes transfer and international students
- We focus on helping the transition process and giving them the skills they need
- Teach students how to balance the highs and lows of the first year, and the academic/financial transition
- We would like to address this by providing a speaking engagement opportunity.
- Our main funding priority is to bring motivational speaker, Hoan Do, to our campus. Renowned inspirational speaker for first year students. He is also an author and contestant on American Ninja Warrior.
- Hoan Do came down \$1,000, which is lower than the first budget we sent in.
- For the event, Hoan is providing:
 - 60 minute key note presentation
 - 30 minute breakout session
 - Meet & greet with students
- We are also inserting a resource fair, inviting campus partners to connect with the students and provide supportive resources

- Other budget items:
 - Marketing, customized package, printing and distribution
 - Facilities, want to host in large lecture hall to host 400 students, green space for resource fair
 - Lunch provided
 - First year planner
 - Copy of Hoan's book, free to students
- If we were not able to get full funding for this event, we would supplement marketing and facilities

Q. Courtney. Will there be an RSVP process?

A. Rachel. Yes, if we need to create a wait list, then that will be a priority.

Q. Courtney. How will you advertise?

A. Rachel. Marketing is creating a customized package to include a video, flyers, postcards. Can post around campus and LCD displays.

Q. Courtney. Would it be an on-line registration

A. Rachel. Yes

Q. Aaron Z. What is the process for selecting the speaker?

A. Rachel. Word of mouth, referrals and researching the schools he has worked with, getting testimonials

Q. Aaron Z. How did you come about the number of 400 attendees?

A. Rachel. Geared around space for the speaking event.

Q. Janna Tolla. You mentioned that 1 of 4 students leave after their first year. Will you have a way to assess the impact of this event?

A. Rachel. We definitely want to do a pre and post assessment and look at the metrics around retention

Q. Courtney. If you received overwhelming responses from Freshmen, how would handle that?

A. Rachel. The speaker is very flexible, may possibly not include the breakout session and offer two 60 minute presentations.

Q. Is your caterer on or off campus?

A. Rachel. Lunch Box Express, off campus

Q. Aaron Z. How did you choose them?

A. Rachel. Cost and ability to offer a package, quick and accessible for a large volume of students

Q. Lucas Laubaugh. Is this event based only on this specific speaker or do you have alternate speakers in mind.

A. Rachel. Yes. We do not have alternates at this time because we have working around his availability.

Q. Courtney. What time of day are you planning to have this event?

Aggie Blue to Gold Financial Wellness Program, Jason Andalora

*See COSAF website: cosaf.ucdavis.edu, Resources, Meeting Resources, Student Programming Fund, **Presentation 4***

- I'm the Assistant Director for Student Experience and Financial Aid & Scholarships. Also oversee communications, outreach, customer service and our Aggie Blue to Gold Program.
- Program goal is to assist students in being financial responsible. This is in alignment with our new Chancellor's initiative. He asked us about where we were as it relates to the Financial Wellness Program.
- This is not an actual event, but a program. Next year, we would like to fund:
 - Two guest speakers
 - We need flyers, materials, publications
 - Provide refreshments at our events across campus
- The \$20,000 request would include:
 - We no longer have marketing, so we need a color printer.
 - Golf cart for traveling to events on campus for peer advisors and officers that do outreach.
 - I pads, we plan to have 5-7 peer advisors. We need space and appropriate software.

Q. You are asking for \$20,000 and the total budget is \$35,000. What other sources of funding do you have?
A. Jason. CashCourse provides us \$500/year. Our regular budget of \$2500-\$3000.

Q. Dr. Hilt. Are you only working for this campus and how long have you been doing this?
A. Jason. Yes, work solely for UCD. Just started this school year.

Q. Jessica. You are requesting \$20,000 and the budget is for \$35,000. Is the difference these extra items you want to purchase?
A. Jason. Yes.

Q. Jessica. How would you rank the priorities of what you need?
A. Jason. 1. Printer 2. Golf cart 3. MacBooks 4. Ipads

Q. Aaron Z. So are we funding the creation of a new unit? Please clarify.
A. Jason. My primary role in Financial Aid and Scholarships is to oversee the customer service, communications, outreach, development of financial wellness programs. We need more space and technology for our peer advisors.

Q. Janna. Some of the resources you are listing have other campus procurement process, check and balances. Are MacBooks supported by IT, space to park the golf cart on campus, maintenance of the printer. Has that been thought of?
A. Yes, our Director is looking at these things.

Q. Have you looked into a bike?
A. It would be difficult to carry pamphlets, tables, tablecloths etc.

Q. Courtney. Are there specific events you are planning?
A. Jason. Yes, in the development stage. Looking to partner with First Year Aggie Connection. We definitely have events planned through the end of the year. We are open for business and getting tons of requests.

Q. Cory Vu. Have you looked into leasing a golf cart versus purchasing?
A. Jason. No, that's a great idea. Or we would be willing to share with another department.

Q. Dr. Hilt. Is this program guaranteed by Financial Aid?
A. Jason. I don't know about guaranteed. It's an idea that came from Walt Robinson. I was the best one if the office to manage and oversee this program.

Q. Dr. Hilt. If you are a department of Financial Aid, why wouldn't they give you the supplies to carry out your mission?
A. Jason. Good question.

Q. Dr. Hilt. So this would be seed money you would have to come back for year after year?
A. Jason. Very possible.

Q. Rosaislea. Is there a plan to create sustainability?
A. Jason. Yes, they are thinking about it.

Foster & Former Foster Youth Ally Training, Julie Agosto & Valeri Garcia

See COSAF website: cosaf.ucdavis.edu, *Resources, Meeting Resources, Student Programming Fund, Presentation 5*

Valeri:

- Guardian Scholars program started in Spring 2007. An effort to support students who identified as foster or former foster youth who may get to college. Currently, only 10% are enrolling in college and 3% graduate with a Bachelors degree.
- Guardian Scholars has 3 objectives:
 - Transition
 - Graduation pathway
 - Post graduate planning
- Over 350 participated since 2007 and 130 student graduated. 110 students in the program currently

Julie:

- Ally Training will help to increase awareness of support services offered to foster care youth to staff, faculty and student leaders.
- One 3-hour Ally Training per quarter
- (see PowerPoint on COSAF website for [budget details](#) and [student testimonials](#))

Q. Lucas. What is the definition of foster care?

A. Julie. As long as there was intervention through the court, yes, guardianship too

Q. Dr. Hilt. Where are your offices?

A. South Hall

Q. You still have to rent the room to have the event?

A. Yes, have to pay for access to Student Community Center

Updates

Jessica

- *Zac Bouchard offered to co-chair the April 6 meeting. Still looking for one more person.*
- *Next meeting will be April 6*

Meeting Adjourned, 1:12 PM