

MEETING NOTES

Council on Student Affairs and Fees (COSAF) Meeting

October 20, 2017

Memorial Union, DeCarli Room

11:30 am – 1:00 pm

I. Call to Order 11:35 am

Jessica Sandoval, Co-chair

- Welcome of new and final member for the year: Emily Porter, graduate student.
- Application Results: SD009 was approved for \$203, Lifeguard Instructor Course

II. Student Development Fund – Survey Results

Application #SD009

Lifeguard Instructor Course

Amount requested: \$203

Approved

Action Item #001

III. Template Review - FACE/LEEAP

Jessica

- Review of handout. (See cosaf.ucdavis.edu, Meeting Resources, FACE/LEEAP Template – Blank)
- Each of the departments will complete this form and we will send it out to the Council with the agenda for the next meeting.
- (Jason Lorgan) One of the items to point out is the last question, we ask each department to only speak about their funds from FACE/LEEAP, not other fund sources. Campus Recreation and ICA receive funding from all the Campus Based Fees that COSAF has oversight.
- Q. (Dr. Ken Hilt) Under expenses, what is B2H? A. (Jason) It is the software that Recreation uses. Stands for Bridges to Health. We are actually in the process of changing the name via a contest. UC Office of the President has taken over the funding of this software. Part of B2H is Protection of Minors. This program allows UCOP to have knowledge of youth on every campus.

IV. Template Review – Student Services Fee

Jason Lorgan

- This fee is really important to campus and particularly Student Affairs. It funds most of what you know of Student Affairs. We had emailed the Student Affairs org chart so that you can see all of the departments. Every department in the Memorial Union building is Student Affairs. Also North Hall, South Hall, Dutton Hall. The Student Services Fee funds a large portion of these programs.
- COSAF oversees two types of fees: Campus Based Fees and Student Services Fee. The big difference is CBFs are unique to UC Davis and are decided by a vote by the students. In order to make a change to the fee referendum is to do another vote. The whole UC System gets the SSF and it is determined by the UC Regents. All campuses pay the exact same fee, then UCOP distributes 100% of that money to each campus. It is up to the campus to decide how the SSF is distributed, versus the CBF which requires a student vote. However, there are guidelines set on how the SSF can be spent. UC has a policy to ask each campus to establish an advisory committee to review the allocation of their SSF.

- Allowable/Non-Allowable Use of SSF. Review of handout. (See cosaf.ucdavis.edu, Meeting Resources, Allowable/Non-allowable Use of Funds).
Under non-allowable, you will notice that some of these departments DO receive the SSF, but it is not their *primary* source of income, so it is allowed. Under allowable costs, tutoring, which *supports* the academic program but is not *part* of the curriculum. Much of the allowable costs, career support, pays for ‘people’ (salaries and benefits) to provide the services to the students.
- Review of handouts: (See cosaf.ucdavis.edu, Meeting Resources, under Student Services Fee Header)
 1. Letter – UC Policy on Student Fees – July 2010
 2. Guidelines for Implementing the Student Services Fee Portion of The University of California Student Fee Policy.
- We will depend on you to let us know where SSF funding should be prioritized.
- Review of Annual Expenditure Report 2015-16 handout, which is posted on our website. (See cosaf.ucdavis.edu, Meeting Resources, under Student Services Fee header)
We are launching a new COSAF website soon which will have pictures of you from the photo shoot at Orientation meeting. Next meeting, Laurie Carney with Budget & Institutional Analysis (BIA), will be presenting an updated version of this document. This is last year’s document and the allocations will change. There are two departments on campus that allocate the Student Services Fee, one is Student Affairs and one is BIA. Student Affairs allocates about 60% of the SSF. 40% are non-Student Affairs units, allocated by BIA. Carry over funds at the top, money not spent in previous years. Next line is the income of the SSF – added together. Our Return to Aid program is used for Financial Aid. UC has one of the most robust Financial Aid programs in the country. The next section, Use of Funds, is what we want you to question. Do they fall within appropriate use or not. (continued to review departments listed and amounts allocated to them)
- Review of Student Services Fee Template. This is our first year trying this new approach. The template was created by listening to questions the council has asked in previous years. At the end of each year, we give you the opportunity to make changes to the Bylaws and Templates. So, if you think of another question that should be included, let us know at that time. This template will go to all 40 departments that will be listed. Will be due probably around December 1. Our intent is to have them available to you in Box, review over Winter break, and will be paid for time. Then we will have a Qualtrics survey where you can list the top 5 departments you would like to hear more from. In the future, we may increase that number beyond 5. But since this is the first time and we are starting mid-year, we won’t have time for more than 5 presentations. (review of questions listed on the template) All of these questions are asked to help you make a judgement.
- Q. (Dr. Hilt) Since this is a new template, can we provide the departments an example how to fill it out? A. (Jason) Great idea. Maybe we can take a Student Affairs department that we can get the data on, and send that as well.
- (Cory Vu) Regarding Campus Based Fees, Jason said it is based on the referendum, but that is not the case for the Safety Fee. That was added for the seismic upgrade cost of South & North Halls and the MU. There are also Student Services Fee allocated separately to Mental Health. (Jason) That is a great example. Sometimes a decision is made centrally.
- (Cory) The SSF allocation previously was 75/25. This year (2017-18) due to some fund moves, it will be 60/40.
- Q. (Summer Mielke) Do we ever look at how other campuses allocate the Student Services Fee? A.(Jason) We will add this information to our website, along with links to the other campus SFAC committees. (Greg Ortiz) You can just go to UCOP’s website and type in Student Services Fee, and

it will bring up everyone's allocation report. (Jessica) Just keep in mind when looking at these reports, that they will have different department names than ours.

V. Break

VI. UC Merced Meeting Update

Jessica & Aaron

- (See PowerPoint presentation at cosaf.ucdavis.edu, Meeting Resources, under University of California Council on Student Fees header)
- (Jessica) Went to a conference at UC Merced directly following our last COSAF meeting.
- (Aaron) We learned how other SFACs are functioning – it was great to see what our counterparts are doing. UC Merced is the newest UC, 10 years old. Their VC of Student Affairs attended the meeting. They currently have 8,000 students. They are currently undergoing a \$1.3 billion construction project, breaking ground for different buildings all at one time. Exciting time for them. The construction companies will be maintaining those building for 35 years, which was part of the agreement. A very interesting model.
- (Jessica) Their buildings are set up with classrooms upstairs and an interactive space downstairs. Keeps a nice sense of community.
- (Aaron) A takeaway from the meeting was learning that our COSAF is in really good shape compared to the other UC's.
- (Jessica) UCCSF has two campaigns going on right now. One is a best practice campaign of UC SFACs, to gather information and share the results with everyone. One challenge all the UC's are facing right now is recruiting grad members to their council.
- (Aaron) The other campaign is to create a system-wide referendum process. Very complicated process. They defined referenda failure as having the majority support but did not pass due to technical issues. Davis did not have this issue. Q. (Dr. Hilt) What sort of technical difficulties did people experience? A. (Aaron) It could be anything like missing one line, not going through the exact approval process in the right order. Riverside and Santa Cruz had several issues.
- (Aaron) At many UC campuses, the commencement ceremonies are paid from the Student Service Fee. So UCCSF started/approved a referendum to state that commencement for the different colleges is a core identity of the university and should not be paid for with Student Services Fees. We abstained from the vote but it still passed. (Jessica) This does not include any cultural type of graduations, just graduation for the actual different colleges.
- (Aaron) So that is a general idea of what we discussed there, it was in an opportunity to work with our counterparts, learn from each other, and pass any system-wide referenda regarding student fees.
- (Aaron) We are currently not a part of the UCCSF council. This was our first time to just go and see what it was like. We are the only UC that is not part of this council. If we do decide to join, they will take \$2,600 from our Student Fees. Which will pay for meetings to happen.
- (Greg) Each campus is part of the UCSA, which is sort of a legal representation of all the campuses and every campus pays a different amount, ranging from \$10,000 - \$40,000/year. You might want to look into this further for more detail on how this money is spent.
- (Jason) Some history of UC Davis not participating. When COSAF was first formed, our Vice Chancellor asked our 2 co-chairs at the time to attend. They came back and made the decision that our COSAF was more advanced than the others, so we would be helping them more than them helping us, so that is how the decision was made. We were asked by our VC to go again, and further analyze if it would be important to join.
- A. (Aislinn) Based on your experience there, what type of decisions are being made that we are being left out of? A. (Aaron) The best practice campaign is one, and any UC-wide referendum, but

not sure how they can pass if UC Davis is not voting. (Jessica) Also, learning what other UC's are doing, how is that impacting them, and how does it relate to our campus. (Jason) It is important to have a seat at the table, to learn what else is going on in the larger scope.

- (Cory) Maybe UC Davis is more advanced in areas that other campuses are not, but it is good to be at the table and help elevate other campuses to where we are. UC is a big family and if we help others, we are helping students at other campuses. And we can still learn so much from them and bring it back to Davis.

VII. Student Health Insurance Plan (SHIP) Representative

(Jessica) We are still looking for a representative to attend from COSAF. Please contact me if you are interested. (Cory) A little more information regarding SHIP, 45% of our students are part of this plan. If you are on that committee, you will get to see how we decide what students pay and what benefits they will get. If you like healthcare, it would be a great opportunity. (Sheila) Meetings are once a quarter, 2 hours in the evening, you would be paid for your time to attend.

VIII. Closing Remarks

Jessica

- If you have any questions about what was discussed at the meeting, just send Aaron or myself an email and we will try to get them answered
- Turn in timesheets and complete the 4 surveys by 5:00 pm today.

IX. 1:00 pm. Meeting adjourned