

COUNCIL ON STUDENT AFFAIRS AND FEES (COSAF) MEETING

February 23, 2018
11:30 am – 1:00 pm
MU Garrison

Meeting Notes

1. Call to Order

Aaron Zheng, COSAF Co-Chairs

2. Survey Results

Dean Witter – Survey Results

DW032, CHA101L, 15-Yes, 0-No, **Approved** for \$322

Action Item #032

DW033, CHA101L Section 7 Post Midterm, 14-Yes, 0-No, **Approved** for \$300

Action Item #033

DW034, ACS Chemical Club Mixer, **Pre-denied**: not focused on faculty/student interaction

Action Item #034

DW035, Human Gross Anatomy Section 3, 15-Yes, 0-No, **Approved** for \$300

Action Item #036

Student Development Fund – Survey Results

SD025, E-Week Donuts with the Dean, 11-Yes, 2-No, **Approved** for \$500

Action Item #035

3. CEI Budget Projection for 2018-19

Luci Schmidl, Student Affairs Budget Manager

- See COSAF website: Resources, Meeting Resources, CEI, **Projected CEI Fees for 2018-2019**: cosaf.ucdavis.edu/meeting-resources

Q. Aaron Z. What does the operating expense percentage mean?

A. Luci. Take the total revenue of a fee for the year, subtract the debt service, remaining is all applied to the operating expense.

4. Student Programming Funds Discussion

Aaron and Jessica

- See COSAF website: Resources, Meeting Resources, Student Programming Fund, **SPF Application Log and Ranking**: cosaf.ucdavis.edu/meeting-resources
- Selection process
- We will set up nine 10-minute presentations during the March 9 & April 6 meetings.
- We will ask the presentations to focus on:
 - The specific use for the Amount Requested.
 - If the Amount Requested in the application does not match the Amount Requested on the budget spreadsheet, please explain the difference.
 - If this event/program is not fully funded with these Student Development Funds, can the event/program take place with partial funding?

Aaron Z. The proposal is to have presentations from the applications that scored above 50%. This is the first time we are actually getting allocation power, where dollars are going. Will be very interesting. May require longer discussions for finalizing the allocations.

Q. Courtney Schultz. Will the applicant that submitted two applications present on both the same day?

A. Sheila Bird. One will be presented on March 9 and the other on April 6.

Sandipan Datta. An idea is we can divide by a percentage, so everyone would get funding but would be scaled down to fit within the \$100,000.

Rosaisela Rodriguez. Still would like to see what they present. If they can tell us why they need that specific amount, that will be good to know.

Lucas Laubaugh. Also if some can do everything with partial funding, we have to look at that too.

Courtney. Keep in mind the applications show if they have other funding sources.

Jason Lorgan. There is one proposal for a staff person. They would have to be a contract person, because the funding is only for one year.

Deb Johnson. Hooves for Heroes funding would be for the pasture/fencing/shelter.

Sheila. I haven't let the applicants below 50% know that they are not getting funding yet. Should I hold off on that?

Aaron Z. Are they considered alternates?

Jessica. They still should have to present.

Courtney. I think that would be a good idea, 3 more presentations.

Jason. Remember that we had 4 strategic priorities that had to be met and we evaluated them on it. So if the majority of the council felt they did not meet that criteria, then they probably should not be considered for funding. If we do, then we are going against our own guidelines which is not fair to everyone to change after it has been published. Suggestion to go for the top 9, if there is something wrong any of them, we can go deeper and ask for more clarification.

Sandipan. After the first presentation date, if something falls through, we can call in other applicants for the next presentation date.

Courtney. What if we don't end up using all of the allocation and we decide not to hear from the bottom 3, what will we do with the excess?

Jason. The council could decide to go deeper with the top 9 and ask more questions, or the funds could be carried forward.

Sandipan. Is it possible to open up the application process for a short period of time?

Jason. Probably don't have enough time for that but we can cross that bridge when we come to it.

Aaron Z. In summary, we will have the top 9 present first, if anything falls through, then listen to the next 3 as alternates to fill-in the \$100,000. I don't foresee it being an issue in reaching the \$100,000.

Dr. Hilt. Regarding the Guardian Case Manager. Have we been asked for money like this in the past to fund a staff person?

Jason. This is a new process for us and is one-time funding only.

Dr. Hilt. Would the university pick this up in the future if it was successful? This application is a big chunk of the \$100,000.

5. Follow-Up Discussion - Student Health & Counseling Services CEI Template

Cory Vu, Assistant Vice Chancellor, Divisional Resources

- In the referenda language, there is a provision for Uncommitted Funds and what it could be used for.
- CEI revenue is committed to paying debt service. If there are funds leftover, it is considered Uncommitted Funds. Several years ago UCOP made an assessment/review of CEI that Uncommitted Funds can be used to pay for staffing and operations. What is leftover after that goes into reserves.
- Laurie Carney. I think the staffing is more administrative, IT, facilities, in support of operations.
- Cory. Yes, housekeeping staff too.
- Lucas. Is it possible to get a copy of the referenda?
- Jason. It is actually on the COSAF website.

Q. Jessica. Do you know why they are deciding to use Uncommitted Funds for staff salaries rather than having it go to debt service when in a couple years they will have a large balloon payment in 2020?

A. Cory. Right now the debt is \$1.8 million, in 2020 it will be \$3 million. So SHCS should be right now trying to take some staff of those funds so that can make the debt service payments through 2040.

Q. Jessica. A concern, they are asking for a CPI adjustment to help pay for the cost of the building, but right now they are using CEI funds that are uncommitted to pay for staff. So why are they asking for a CPI adjustment if they are not using it toward the building?

6. **CEI Discussion and Vote**

All COSAF voting members

7. **Mental Health Fee Discussion**

Cory Vu

- There was a Town Hall last week to discuss Mental Health. Students asked questions regarding access, funding, positions to be hired. I wanted to ask your opinion on an issue that was brought up.
- In a recent internal audit of SHCS they found there was no misappropriation of funds. One thing the audit did bring up was about the \$250,000 which currently pays for two positions: One at the Student Disability Center, a psychologist. The second position is a Case Manager at OSSJA (Office of Student Support and Judicial Affairs). Her job is to help students connect with resources in the community.
- The SHCS has 3 source funds: student services fee, the mental health fund, mental health initiative funds which are from UCOP in 2015 increasing student fees by 5% to go toward mental health services.
- These two positions were already covered by the mental health funds prior to this initiative.
- In the audit, they asked us to look at the \$250,000 and determine if it is appropriate to be used for the two positions.
- In my opinion, mental health services should be holistic approach, not only counseling services but many different units on campus that work together to help students overcome any mental health issues.
- My question to you is, do you have any concerns about the two positions being funded from the mental health fees?

Jessica. Would like to know more details about these two positions and exactly what they do.

Cory. I do have that and will send it.

Dr. Hilt. On Canvas, it asks if your student is stressed? How many people respond to someone who clicks on that? How do these two positions fit into the umbrella of helping students that fall into this category?

Cory. The message either goes to Student Health & Counseling Services or the Case Manager. The Case Manager also sits on the Student Crisis Response team.

Q. In addition to the detailed description of these 2 positions, can you also include the document that allows these funds to fund the 2 positions?

Cory. Yes

Dr. Hilt. Can we also get numbers of how many students take advantage of the services? 3 or 4 people does not seem adequate to serve our whole student population.

Jason. We will prepare a half sheet for you to provide comments, concerns, questions at the next meeting.

8. **Announcement of CEI Voting Results**

Sheila Bird

Campus Recreation	14-Yes 1-No	PASS
Intercollegiate Athletics	10-Yes 2-No	PASS
ASUCD Coffee House	12-Yes 0-No	PASS
Student Community Center	10-Yes 2-No	PASS
Student Health & Counseling Services	10-Yes 2-No	PASS

Action Item #047

9. **Applications are open for COSAF membership 2018-2019**

- o Website: <http://aac.ucdavis.edu/>
- o Volunteers for testimonials

10. **Meeting Adjourned 1:02 PM**