

**University of California San Francisco**  
**CHANCELLOR'S STUDENT SERVICES FEE ADVISORY COMMITTEE**  
Meeting Minutes  
February 13, 2023

**Members Present:** Woodger Faugas (Chair), Selina Huang, Julie Gordon, Tram Pham

**Faculty Present:** Theresa Jaramillo (Chair)

**Ex-Officio Members Present:** Alece Alderson, Cathleen Stugard

**Staff Present:** Jennifer Rosko, Matthew Tout, Kathy Bates-Woodward, Emina Seremet

**Absent:** Isabell Wu, Lance Calaguas, Sydney Williams (note meeting was recorded)

1. **Welcome and Introductions:** Woodger opened the meeting with introductory comments.
2. **Meeting Minutes (11/29/22) Review and Approval:** skipped (postponed to 2/15)
3. **Fund Analysis Review:** Matthew presented an update since the November meeting. The updates to the overall financial summary are isolated, as most unit budgets came in as expected with no change requested. The things that did change are the Chancellor's subsidy increased 3% in line with % increases for most campus-based support allocations. The allocation goes directly to Student Health and Counseling Services. Another component that has evolved since the last meeting is the Family Services piece, which reflects both the relatively small increase request for the childcare referral service and a request for temporary funding for 2023-24 of \$25,000 Year 1 for Bright Horizons, under a new three-year contract. All other allocations reflect consisting recurring allocations. Based on these projections, we are heading to a \$200k balance at the end of next year, which is a reasonable place to be.

Question: Clarify Family Services changes; the request is lowered to the FY15 to FY19 years.

Answer: Years ending 21, 22 and 23, reflected first three years of the Bright Horizons trial contract, which was at a higher cost than what they are now anticipating for the updated three-year period, starting next year. Proposal reflects reduction in cost due to reduction in services.

Question: Do we need to project out further if these proposals include multi-year contracts? (Projections displayed are only through 2023-24)

Answer: We could update if forecasting would show less than net \$0 in any year. Our current projections reflect a balanced budget, with a net of \$26k next year.

**4. Proposal Presentations:**

Family Services (Laura Ishkanian, Pauline Lee)

Laura presented the Family Services proposal, including a description of services and utilization. Family Services is here to serve the UCSF community (students, faculty and staff) in supporting their parenting and dependent care responsibilities. There are 2 primary programs partially funded by Student Services Fees: Child Care Referral Service, including referral counselor for licensed childcare and other services, and the Back-Up Care Program, contracted through Bright Horizons. We also have the SitterCity web resource, that is now internally funded since the SSF no longer funds this. The unit is requesting approval for another three-

year term of the Back-Up Care program. Bright Horizons prefers multi-year contracts. We have included in the terms the option to end the contract if funding is eliminated. Bright Horizons has also reduced the minimum contracted based on historic usage.

**Permanent Funding** request of \$1,78 is for the child/dependent referral service contract cost  
**Temporary Funding** request of \$25,082 for the Back-Up Care Program. Students receive 10 days per year, at no cost to them.

Question: In one of the slides, you alluded to the fact that roughly 5-10% of students have accessed the service. Is there any unmet need?

Answer: We don't know exactly how many students have dependents. We think that it is somewhere between 5-10%, but that can change. It's difficult to collect data on. We hope that we've done a good job at communicating about the program.

Jennifer noted that there is a need for subsidized childcare (based on surveys). Since that need is so much, this service does not have the funding to provide a subsidy to all students.

Question: Is it that since the funds are so limited that it would be such a small amount per student?

Answer: Regarding a childcare subsidy, there are a number of challenges, such as tax implications and administrative burdens to providing funding (e.g., annual verifications). We have a referral coordinator who provides referrals to programs that do provide free or subsidized care based on income, and our UCSF Childcare centers participate in City and County of San Francisco's early learning scholarship, which provides free childcare for families who meet the income qualifications set by the city.

Jennifer noted that any additional questions will be forwarded to Family Services to address in advance of the next Committee meeting.

#### Student Health & Counseling Services (Charles McDonough, Jill Rovaris)

Jill AVC/Executive Director introduced herself and presented the SHCS proposal. SHCS shapes its services to meet student needs and strives to create a healthy and caring campus culture. She mentioned open positions and recruiting efforts. Charlie and Jill presented and explained primary care utilization data, noting a 16.5% decrease, corresponding to reduction in staff (due to vacancies). Mental Health utilization decreased by 20.5%, likewise noting lower provide FTE available to meet student demand. Recruitment challenges include inability to meet salary demands and post-recruitment there is a time-consuming credentialing process. They also presented results of their student feedback survey.

**Permanent Funding** request is for \$2,089,300, a modest increase over the 2022-23 level of \$2,030,219 (2.9%) to offset increases in salary and benefits.

Question: To Dr. Jill, one of the data points in the student feedback results, was there a difference survey instrument used to get feedback on need versus treatment?

Answer: The majority did not feel any difference in treatment based on their ethnicity.

Follow-up Question: The question I was asking was what was being measured; the question seems to ask about what students need, as opposed to the treatment received.

Answer: Less about needs and more about differences. It's a question around were you treated differently because of your race or gender. OP created the survey so that the questions are asked to all campuses.

Jennifer noted that any other questions that come up will be emailed.

- 5. Next Steps:** Jennifer asked if the committee would like any of the other groups to come to the next meeting to present. She also noted that student turnout is low, and that we will need a full board at the next meeting to vote. Our bylaws require twelve students, but currently we are down to seven this year. Jen will email committee to confirm attendance for the 2/15 meeting. Additionally, a 3<sup>rd</sup> meeting is scheduled, if needed.

Theresa: while I've read the proposals, it was helpful to hear the story. If others would like to have the other units present, and have them recorded for those who cannot attend, then have a fruitful conversation on 2/21.

Alece – presentations typically are for units that have received questions from students.

Jennifer: The committee also has a role in receiving other questions students may have for the units or feedback. These can be handled separately, and later, including feedback on services whereas this part, the budget, has a timeline for Chancellor approval. Cathleen asked if the bylaws require specific members/officers need to be present to vote. Jennifer responded that it is the student members who need to be in the meeting.

Jen solicited feedback from the students present:

Julie: No budget questions.

Tram: No budget questions

Selina: No budget questions

Woody: No further questions

No units were identified as being asked to present at the next meeting.

### **Upcoming Meetings**

Review of Proposals/Presentations/Committee Recommendations (run through of all proposals)  
Wednesday, February 15, 5:15-8 p.m.

Committee Recommendations (if needed)  
Tuesday, February 21, 5:15-8 p.m.