

**University of California San Francisco**  
**CHANCELLOR'S STUDENT SERVICES FEE ADVISORY COMMITTEE**  
Meeting Minutes  
March 5, 2019

**Members Present:** Elizabeth Tinoco (Chair), Leena Dolle, Soren Jonzzon, Max Ladow, William Lee, Tannia Mackethan Rodriguez (phone), Gina Ahmadyar, Joseph Choe, Pingyang Liu

**Ex-Officio Members Present:** Shauna Strong, Lisa Raskulinec

**Staff Present:** Matthew Tout (phone), Jennifer Rosko, Taylor Mayfield, Alece Alderson

**Absent:** Sharon Youmans, Carol Takao, Kathy Bates, Kyle Navarro

- 1. Welcome & Introductions** – Elizabeth opened the meeting.
- 2. January 29 Meeting Minutes Review & Approval** – Minutes approved.
- 3. Opening Comments and Concerns**

Q: Regarding FY19-20, there is concern about the low level of reserves. Could we move back to the 17-18 budget as it appeared to be more balanced? We could roll back the money given to several of these groups that was less in FY17-18.

A: We can also think optimistically that maybe the 92K buyout will happen this year and that we should be spending this money because money sitting around serves no purpose.

Q: Why did Student Health receive less in 17-18 than in 18-19?

A: Because it was a net increase that was also the result of a separate approved allocation. Mental Health has continued to receive 50% (of 92K) year to year. This was a planned expansion in services provided and they will continue to request as part of the 5-year plan. We don't have clarity on how the campuses are to cope given the shortfall is there are no buyout funds.

Q: Can we have two options, one with a buyout and one without?

A: Yes.

Q: Can you clarify the revenue and expense for student health and counseling and year-end total balance? Is that dollar number at the end of the year the carry forward to the next year i.e. FY18-19 which was 770K?

A: Not exactly, as certain dollars are passed through to UCOP for insurance premiums for example. Their net reserve for operations is closer to \$300K.

Q: Does this department have reserves?

A: Yes, and as a general point at the unit level the SSF cannot dictate how these departments budget themselves.

Q: Shouldn't we have our own rainy day funds?

A: This is a different kind of budget, and we don't need to have money sitting there unused.

Q: There is concern in the level of flexibility this committee has?

A: That is the challenge of the permanent funding commitments that have been made from this fund and the limited funding (if any) that the members of this committee could make decisions on. Since there are no new funds, each year the committee is able to give feedback to the units on how to improve services. If there is not a buyout next year or an increase of revenue, the committee will most likely need to decide to make cuts to balance the budget.

Lisa mentioned that SSF has to cover the salary and benefits when it used to be the Chancellor that covered the benefits.

Q. Can we request the Chancellor to increase annual allocation to the SSF?

A: Yes, the committee may make any recommendation it wishes in the recommendation letter.

Q: Can we specifically state as the committee the way money needs to be spent by these departments?

A: Yes, and there is concern of accountability on answers from last year's committee work.

Joseph said that students can feel pressured to just approve and that some other campuses engage the committee members to work with the units on specific parts of their programs/services while receiving a stipend. Unfortunately, that model probably wouldn't work here as these folks commit 15-20 hours into those type of projects a week.

Q: In the future, can the committee start with exactly what the previous committee worked on and approved?

A: Yes.

Previous years recommendation letter is a good example for a 2 choice scenario as there was uncertainty in buyout funds and a fee increase.

Jennifer mentioned what we can do to help these units is to tell the Chancellor in the letter how important these services are to students.

Q: What is the difference between permanent and temporary approval?

A: The committee can decide if the funding is temporary for 1 or 3 years and could ask that unit to show metrics about how the temporary funding is used. Temporary funds do not become permanent unless the committee votes for them to be permanent.

Q: What is the total dollar amount student health is to receive for 50% of the increase in the student services fee over the five-year period?

A: It represents about \$225K

Q: Is this the last year for SHCS requesting this much money?

A: in 20-21 it is expected their request to remain flat, but that's still somewhat up in the air. If there were recurring buyout funds, we would be fully able to meet student health's request.

Q: Is it possible to give SHS less than \$49k they are asking for this year and spread it out?

A: The money is either there or it isn't.

Q: Is this money for someone who has yet to be hired?

A: This person is likely already hired as they did so then and there when it was necessary. They wrote in their proposal that they are planning on hiring another mental health provider.

Q: Does everyone see what the referendum entailed from last year?

A: A 6-year quarterly fee students pay that goes up year to year (48-50-53-56-59-63).

Q: Are we all in favor of the two choice recommendation?

A: Perhaps just for Student Health Services.

#### **4. Unit Recommendations**

- **Wellness & Community – Approved** (Permanent: \$68,144)

Q: Does anyone on this committee go to these events?

A: We can ask for specific numbers for these events from the departments, like unique student numbers.

Q: Do we just approve the amount requested?

A: We can also ask for more events at Mission Bay like we did last year.

Committee would like Wellness & Community to provide the following information in next year's proposal:

- Provide a breakdown of attendance at events (students vs. staff vs. other)
- Provide unique attendance numbers vs. total

The committee recommends:

- Increase advertising of events for students
- Increase number of Mission Bay events (if unable to, please provide an explanation in the proposal)

- **Family Services – Approved** (Permanent: \$11,415 Temporary: \$440)

Q: It doesn't seem like the Sittercity provides a good deal.

A: Not many students actually use it as student parents are a smaller subset of a group. This is the last year of the contract and the fee increase is part of the contract.

Q: Can we use a different method that's more of a supplemental subsidy given to students like the cost of living subsidy?

A: It is difficult to identify student parents and to survey how they are using the service.

Q: How can we ensure we are getting the information we need from Sittercity?

A: We can't get the information from Sittercity currently, but perhaps we can explore how family services can get this information to help answer how these services are being used by students.

Committee would like Family Services to provide the following information in next year's proposal:

- Summary of student parent population on campus
- Results of survey of student parent needs

The committee recommends:

- Surveying student parents about their needs
- Research alternative solutions to Sitter City

- **Fitness & Recreation – Approved** (Permanent: \$315,916; Temporary: \$3,744)

They are asking for additional funds to give students access to Bakar since they currently don't get that without asking for SSF money.

Q; Can you explain the term auxiliary?

A: They are self-supporting programs which most of CLS is made up of. They are like their own mini businesses as they cannot go to the Chancellor and ask for money.

Q: If we do a referendum is that more expensive in the long run for students?

A: Yes.

Q: Can students use Bakar?

A: Yes, with SSF that have been approved and used in the past for this very reason.

Q: Can we get some usage numbers?

A: Yes, that is possible.

Q: Do we continue as temporary or permanent?

A: Yes, let's keep temporary their additional ask for now but ask them to put together the information for the referendum to have this in place like the Campus Community Fee does for Millberry.

The Committee would like Fit & Rec to provide the following information in next year's proposal:

- Provide a breakdown of fitness center usage/visits (students vs. staff/faculty vs. community members)
- Compare membership rates with market rates

The committee recommends:

- Preparing information and holding a referendum for Bakar access

- **Graduate & Professional Development – Approved** (Permanent: \$20,247)

They are asking for 20K to fund RCOs. This organization is largely led by students. When the student governments were reorganized there was some reserves built up with this transition. It appears there are plans to spend this money down through events, etc. GPSA will be using a large portion of their reserves this year to fund a replacement for OrgSync – the management system the RCO uses.

Q: Can we suggest that if GPSA builds their reserves again that they reconsider asking for \$20K from SSF?

A: Yes.

The committee recommends:

- GPSA reconsider their request \$20K from SSF whenever their reserve has grown
- Promoting the other ways GPSA supports students besides large social events, i.e. committee representation and RCO funding

- **Office of Career & Professional Development – Approved** (Permanent: \$499,131)

It would be good to follow-up on data to what was provided this year to see how changes have been impacting their services.

The committee was very impressed with the statistics provided in this year's proposal and they just ask to include similar statistics next year. The only additional request they have is if OCPD could include appointment wait times.

- **Student Health & Counseling Services – Approved** (Permanent: \$1,815,317 general + \$130,743 mental health services; Temporary: \$95,188 mental health services)

We want to see data in wait times for services provided. We want to see how this department can sustain itself in the future without counting on buyout funds that possibly won't exist.

If there are no recurring buyout funds, the committee would like to request a recurring increase in Chancellor's subsidy funds to cover the increases in mental health services allocation from FY18-19 and FY19-20 (\$46k + \$49k = \$95k total recurring need).

Committee would like Student Health to provide the following information in next year's proposal:

- How mental health services have expanded in 2018-19 & 2019-20
  - An update on mental health appointment wait times
  - Breakdown of how the revenue from the referendum is supporting Student Health operations in relation to all other revenue streams
- **Student Life – Approved** (Permanent: \$598,521)  
Enhancing evaluations for all events that are held on campus to gather more data to help capture the needs for more students.

The committee did not share any recommendations.

## 5. Wrap Up & Final Steps

### Additional comments

Q: Where does this money sit. Does it earn interest?

A: The Budget Office manages these funds and STIP is no longer added directly to this fund but elsewhere.

Q: Should we continue with this current meeting structure?

A: It's difficult to get more meetings scheduled as each of the schools have wildly different schedules. Maybe we can have one additional meeting and we are open to feedback on how to improve this process. We want students to come away with the importance of what this committee does. Jennifer will follow-up with the current members on willingness to continue next year.

Q: Maybe we can look at two year commitment?

A: It's difficult to get everyone to come back. Generally there are only 1-2 folks that come back and this year we just had one returning member.

Q: Can we add a different communication method between meetings like Slack?

A: It's possible to add another meeting between the presentations and this last meeting to get answers to all questions asked.

Q: Have one of the previous members attend early on on what to expect for the process for new members?

A: That is definitely possible.

Q: There is a general concern that students don't know what the SSF is and does.

A: We could bring awareness to the student community on what this is and how it's not related to tuition.

Q: Can we have the chair be a member from a previous year as a requirement?

A: We could also have a cochair perhaps.

Elizabeth thanked everyone and the meeting ended at 7:30pm.