

University of California San Francisco
CHANCELLOR'S STUDENT SERVICES FEE ADVISORY COMMITTEE
Meeting Minutes
January 29, 2024

Members Present: Woodger Faugas (Chair), Tram Pham, Abha Patkar, Veronica Bundang, Catherine Gonzales, Richard Ngo, Olivia Shearin

Faculty Present: Theresa Jaramillo (faculty chair)

Ex-Officio Members Present: Alece Alderson

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

Presenters: Nathalie Larsen, Pauline Lee (Family Services)

Absent: Mags Hines, Diana Ponce (note meeting recorded)

1. **Welcome & Introduction:** Woody opened the meeting with introductions.
2. **Meeting Minutes Review and Approval (Jennifer):** Jennifer asked for members to review and approve. Woody made motion to approve. Abha seconded. With no objections, minutes approved.
3. **Fund Analysis (Matthew):** Student Health & Counseling Services has asked for an extension to submit their proposal. The Fund Analysis will be updated later, so this item is tabled.
4. **Proposal Presentation (Family Services):** Nathalie Larsen presented the student services fee proposal. Nathalie reviewed the unit's mission, organizational structure and services provided. Family Services is here to assist UCSF students, faculty, and staff in managing their dependent care and parenting responsibilities.
 - Childcare Referral Service - receives a small portion of its funding through Student Service Fees; provides tailored referrals for childcare, after school care, summer camp.
 - Back-up Care Program – contracted through Bright Horizons. Is in the first year of a three-year contract term. Student Service fee pays for this program entirely. It provides UCSF students with 10 days per year of back-up care, free of charge.
 - SitterCity – web resource for dependent care; no longer funded by Student Services fees, it is funded by Family Services for the past four years.

This year's request is for continuation of the Back-Up Care Program support of \$26,386, and \$1,804 temporary funding for Childcare Referral Program.

She also reviewed program utilization for each of the services, outreach efforts and student feedback on services provided from survey responses. Feedback has always been positive.

Q: Woody asked, for students with younger kids is there a vetting process for these caretakers?

A: They all go through Bright Horizon's screening process, which includes finger printing, first aid and CPR training and have references. Centers are also reviewed.

Theresa asked: do students and learners have priority access to placements?

A: Yes.

Theresa asked is the budget increase related to a cost increase to provide services?

A: Yes. Back-up care program 5% increase built into Bright Horizons' contract.

Jennifer further explained that there was a 3-year term based on a needs survey.

Olivia asked: is there any way we can increase outreach to entering dental/international students?

A: Yes, thank you for the feedback.

Jennifer reminded the students that if they think of any questions after this meeting to please let her know and she will get answers from the unit.

- 5. Proposal Review (Jennifer):** Jennifer shared each unit proposal. Since SHCS proposal is not submitted, Jennifer proposed cancelling tomorrow night's meeting and keeping the February 12th meeting to finalize. All agreed. Student Health will attend to present on Feb. 12th. Jennifer commented for the committee to use this opportunity to provide feedback on services as there is not a lot of wiggle room financially. Recommendations can be written into the Chancellor's letter.

Emina asked if International Students pay the same pricing to use UCSF services?

Jennifer responded that all students pay the same Student Services Fee.

Family Services

Q: Woody asked if there is budgetary capacity to defray student costs?

A: Family Services provides back-up care. If a benefit, then would be imputed income and become taxable. The student services fee pot of money does not have the resources, but perhaps they could provide a resource page for students to obtain information about subsidized care offered in the city.

Olivia provided feedback that a greater amount of outreach and more consistent efforts is needed to make it known that this is a service. For example, the Student Food market – advertise at other well used services. Jennifer agreed she could encourage them to table at the food market like OCPD does.

Wellness & Community (formerly Arts & Events)

Request is for no increase, but to continue prior funding. Outreach and programming have started to recover from pandemic related slowdowns as well as staffing reorg.

Q: Woody – are there measures put in place to withstand staffing changes next time to reduce impact on services provided?

Q: Theresa – Are programs affected by UCSF approval to hold in person events? If so will virtual events increase?

Q: Olivia – general feedback, there are single day or shorter events, would like to see longer term student benefits. I'd like to hear about events primarily from arts and events as well as collaborative events with other units. Would like proposal to provide more information.

Jennifer: CLS are true partners and collaborators. Llamas event in 2023 was a collaboration, GPSA paid for it and arts and events did all of the work arranging it.

Jennifer: Would you like them to come present or have her ask them (questions above) and get response? No need to present but Jennifer will ask the questions and report back to the committee via email.

Emina: Arts & Events have gone through several changes. The Chancellor and AVC Ern Gore supports increasing the number of events and 2 staff have been hired to assist. In terms of funding, not well funded and trying to meet new demand within the current financial constraints.

Jennifer shared the budget page of the proposal. The Student Services Fee \$70,000/year support represents only 10% of the unit's revenue sources.

Abha – provided feedback to increase visibility to students regarding services and discounts available to students, e.g., Southwest through Connexus. Perhaps a student resource fair to increase visibility.

Woody: Ensuring awareness of these great resources would be valuable to students.

Jen will provide this feedback to all student services units.

Fitness & Recreation

Jennifer highlighted the key portions of the proposal. Steady request (no increase in allocation). The proposal includes utilization data and outreach efforts. The allocation supports staffing to put on these events. SSF represents only 3% of their revenue budget.

Woody would be interested in them presenting at the next meeting. Jen asked if there was anything specific topic they should be prepared to discuss. (This was later determined to not be needed for them to present).

Theresa: Curious more information on how GroupX is going; proposal mentions pilot and student engagement.

Olivia provided feedback that a discount for family members to attend trips would help open up the program to more students.

Graduate and Professional Students Association (GPSA)

Student Government no increase requested. SSF allocation is used primarily for RCO funding (\$15,000 of the \$20,247 allocation). No need for them to present.

Abha: asked to clarify if the \$15,000 for RCO is what shows up on our funding grid guidelines for campus groups?

Jennifer: Yes

Office of Career and Professional Development (OCPD)

No increase requested. Jennifer asked for any feedback on the services. Feedback provided in the zoom chat that the OCPD does amazing work. No need for them present.

Student Life

No increase requested. No need for them to present.

Woody asked to review the request slide. Jennifer also displayed the fund usage. All but \$25,000 of the \$616,447 SSF support funds payroll. The \$25k programming support funds the Synapse student newspaper.

Theresa – commented that all programs show increase in utilization of basic needs programs **(note: this is not a concern but a comment).**

Jennifer: mentioned the launch of the food pantry at Parnassus, and one will be coming at Mission Bay. The food is provided by state funding.

Emina: Asked how many students are on campus on average each day, so that services are geared toward these students, and they are aware of opportunities. Metrics could be useful for better serving the student community.

Abha asked about accessibility of food when students are on externships, rotating at other sites where there is not a food pantry available.

Jennifer: We do have reciprocity with other UC campus for access to food pantry.

Alece: We had a remote access program during the pandemic. We also gave out gift cards. Will bring this to our new Basic Needs Manager. There is an opportunity to work with the schools. Olivia added they are typically in remote areas which can be “food deserts.”

Jennifer: Case by case basis we can try to coordinate with financial aid and others to help find resources.

Abha will try to get a list of sites where UCSF is not covering food expenses.

Alece will bring this topic to our new Basic Needs Manager.

6. **Next Steps:** Student Health will present at the next meeting. Matthew will show updated Fund Analysis. The committee will then either vote to approve all or go through each proposal individually. Recommendations will be summarized for services or additional information to be included in future proposals. Jennifer will email questions from to units and respond by email in advance of the February 12 meeting. She also reminded students to take the student services survey and ask peers to complete it as well.

Upcoming Meetings

- Monday, February 12, 5:15-8 p.m.
 - Review of Proposals/Presentations/Committee Recommendations - *Student Health & Counseling*
 - Committee Recommendations