

**Student Fee Advisory Committee
Meeting Minutes
Winter Quarter Week 4, 1/31/2020
PC West Warren College Room
2:00-4:00PM**

- I. Call to order
-- 2:05 PM
 - II. Roll call
PRESENT: Warren Rep, GSA Reps, Sixth Rep, Secretary, Roosevelt Rep, Chair, Vice Chair, Council of Provosts, Muir Rep, Revelle Rep, AS Rep, VCSA Staff Liz Henry, VCSA Budget Consultant John Hughes, Grad Division, Warren Shadow, Campus Budget Office Louie Cruz, Sixth Shadow
 - III. Motion to approve last week's minutes
-- Motion: Revelle Rep; Second: Warren Rep
 - IV. Anthony Tran - UEO Presentations and Discussion
 - Triton Fest: Late night, weekend event series at the beginning of Fall and Winter quarter; transforming the environment
 - Educate on drug and alcohol use, build connections, lessen risky behaviors
 - All of the Fall 2019 TF events had over 90% approval from attendees; almost 90% spent more than an hour, 91.5% felt a sense of belonging to UCSD, 100% would like to see Triton Fest return/increase in event numbers
 - Partnerships with different organizations (SHA, Dialogue ambassadors); present on a variety of committees
 - Seeking infrastructure support through software, hardware, safety equipment, power distribution, lighting, and risk mitigation procedures
 - Marketing and Branding through video promotions
 - Staffing: 1 short term employee - event coordinator who would help with the planning and execution of events
 - 500 hours for student production assistants (provide student input, support marketing, supplement outreach of SHA, develop volunteer program, etc.)
 - FTE position for a Campus Events Coordinator (Events Specialist 2) to support university during growth in numbers of students
 - Currently 2.7 FTE funded through AS and 1.3 FTE funded through Campus Core funding towards 47 events in 2019
-
1. Warren: You said you work with the six colleges, and what was the most recent college you picked up?
 - Anthony: Revelle. Leverage to procure better talent. Warren Live is close to selling out almost every time with our help.

2. GSA Rep: Can you track which students are coming to events? Are these students unique? Do different communities attend different events?
 - Anthony: We would have to run a script to sort that out. That could be done, I would just need to work with ITS folks. What we do ranges from very formal events like convocation (different breadth of events).
3. GSA: Increasing the number of events is nice but there is event and email fatigue from students. It might dilute the attention that can be provided to these events. To what degree is having more events better than small, focused events?
 - Anthony: The different types of engagements we have make different types of experiences. As we get more involved in colleges, we see different types of partnerships opening up. Having more events is not the end goal, it's having more opportunities for students to engage with the campus. Giving students the options to choose.
4. GSA: Can you extract data that students attended the event will then utilize the resources?
 - Anthony: That would require outsourcing for the data.
5. Liz: If you were to get new resources, would that empower you to gather more data or help with event fatigue? What would the fifth person be doing?
 - Anthony: Our intent isn't to produce more events but the complexity of events are increasing, so this is to keep up with that. Such as having metal detectors or closing roads, the resources needed for that requires enhancement and higher standards. The fifth position would focus more on campus partnerships and traditions. Wider range of programming for a longer amount of time, staff work burden increases. Currently, we're inundated.
6. Provosts: If you had to pick between which of the two requests are more important, which would you pick?
 - Anthony: I value the winter triton fest series. The reason why it's broken out is the fte is for long term sustained growth. The need right now is to build community and areas to cluster.
7. Chair: Since this is not your first year coming to us, where are the targeted dollars? How have you worked with college councils, administrators, and staff to coordinate events?
 - Anthony: Pursue sponsorships since as SPIN to help with access to traverse campus for events. Basis of collaborating with colleges is communication. In recent years, great relationships with CSAs, communicate dates and events in the fall and winter. They will try their best to program around our events to not overlap. Art in the Dark at Revelle to serve students without needing to go across campus in the dark. Partnerships are about filling a social calendar without butting into each other. Weekends are for late night evening programs.
8. GSA: Do the colleges reimburse you/can they for your assistance on their events?
 - Anthony: We see ourselves as a resource. Campus can absorb costs without students having to do so.

- V. 2:45 pm – Angela Scioscia – Student Health/Wellness Presentations and Discussion
- Safely securing medical information is extremely important. Precision work. Errors can impact decision making and care. Releasing information to wrong people is illegal.
 - As enrollment increases, SHS visits have increased significantly
1. Provosts: What would be the risks?
 - Angela: Error. Stress. Affects students privacy and care. Delay services. Immunization and holds on starting classes.
 2. Liz: Have you seen numbers of delays and errors?
 - Angela: We had a lot of changes this year because of converting to a different program. Significant challenges with immunizations this year.
 3. Vice Chair: We had a lot of stressors and those seem to be winding down. If we were able to weather it prior, and we won't see an increase in stressors, why do we need this?
 - Angela: The team has been struggling to get the information on time and there have been a couple incidents of errors.
 4. GSA Rep: A lot of the work you described seems to be happening during a small time of the year?
 - Angela: Students are coming in all the time. They are coming at other times other than Fall. The student health team doesn't go on vacation at that time. We can also reassign the work of the current staff to make sure that we're lifting holds and addressing the students
 5. GSA Rep: Are you able to request records after they accept admission?
 - Angela: We send notices, emails, text messages, etc. but students still get holds. Pushing it earlier on this campus gives people time to review the waivers and determine everything before people arrive on campus.
 6. Revelle Rep: There was a request for an information analyst and I'm wondering how much has that position helped? Are they different?
 - Angela: Completely different. That was for managing the budgets. Behind on infrastructure to make providers more accessible.
 7. Liz: Have you seen any alternative funding sources to help with this beside student fees?
 - Angela: Looking at WCSAB to make sure we are bringing in legit revenue. We are very much trying to do that.
 8. Chair: To what extent and how successful have you been for outside revenue?
 - Angela: All the UCs have a common plan with a degree of fee change.
 9. Warren Rep: Would you say infrastructure is the biggest obstacle to student access to health services?
 - Angela: Clinical side is pretty good. CAPS has gotten an access problem and we are reworking times for callbacks. Need more CAPS providers. Other stuff will help like administrative work.
 10. Chair: Have you seen the same issue in other UCs?
 - Angela: I can't give you that because we don't have national benchmark numbers or use sister campuses. Positions can do other tasks. Stuff to do

when not high demand: doing other tasks and quality work instead of front lining records.

VI. UEO Discussion

1. John: Question protocol: When you have a question, be recognized by the Chair. Introduce yourself to the presenter. Let everyone get a chance before going for seconds.

2. Warren: I would like to see improvement through survey events than non unique people filling in the same thing every single time.

3. Revelle: They mentioned creating community and partnering with different organizations. I want to know what other communities have they gotten a response from. For smaller, more marginalized communities, how can they focus on those?

4. Liz: How are they utilizing those partners/services/staff members?

5. AS Rep: I am personally leaning towards the FTE helping with consulting. They don't have a good answer towards program fatigue.

- Funded for two years in a row and they've been pretty successful. The funding is to maintain the current level. They're trying to not have to come every time. It was a proof of concept before.

6. Vice Chair: How much do they work with other offices on campus? How much is that part of the FTEs jobs? Triton Fest funding is high priority because it essentially would eliminate events. Both seem like pretty high priorities.

7. John: One of the risks of not funding the FTE is having to recharge events back to colleges and limit event size. Would this have a bad impact for students?

8. Provosts: Other events outside of orientation are planned by the College Event Coordinator who plans his or her own events and works with college councils. Sometimes they will ask the council for money. They just have expertise in event planning.

9. GSA: Inability to have measures for success. If there's only averages across entire populations, you can't gauge the changes made are successful. Ask them for better metrics.

10. Warren: Warren has the lowest student fee and therefore the budget. It would vary from council to council but I think there would be hesitation.

11. Revelle: Similar position with Warren. Disproportionately impact colleges. Budgets for events and festivals are already stringent and tight to get it passable.

12. John: If you didn't have UEO's consultation, would your event have suffered?

13. Revelle: The majority of the budget was dedicated to finding artists. Yes, it could have helped us.

14. Liz: Would you rather have a week or events or quality over quantity? There wasn't data to show that it's what students want.

- Warren: Majority said quality over quantity. Larger scale, less frequent events.

- AS: They have a hard time with commuter students. Late nights and weekends especially. If I were to come to campus at that time, it would have to be a big enticing event.

- Revelle: It's a lot of different people hosting events on college councils

so not a lot of stress on the council representatives. No communication from UEO on the event schedule.

VII. SHS Discussion

1. ERC: Underwhelmed by data provided. I want to see specific responsibilities of the position, qualifications, etc.
2. Chair: The presentation was lackluster, so if you'd like me to email them questions, tell me now.
3. Revelle: Reason for info analyst was for EPIC and CAPS assistance. How much does CAPS shoulder the brunt of medical records and how much would it relieve them?
4. Vice Chair: I'm pretty sure SHS includes CAPS so they'd be working on medical records as a whole
5. John: I think the point is that primary care providers are being pulled into record management during peak periods and anything you can do to relieve them during that time to do their primary car work is beneficial.
6. Vice Chair: They said they get 50 records which would be 17 hours of work a week. They mentioned crunch time but more on why the person is necessary on day-to-day and why the current infrastructure is insufficient is important.
7. GSA: How hard were they pushing for people to submit their records earlier? That way there wouldn't be a chunk of them occurring all at once.
8. Chair: To what extent have you reached out to students who haven't submitted their records and how large is that group?
9. Liz: For the risk of not funding was delay and errors so it would be nice to see what this person would do if different alternatives were taken.
10. Grad Division: In our admissions unit, hundreds of students don't turn in what they need to despite efforts. And what gets students to turn in their stuff is threats of holds and then a whole bunch comes in.
11. ERC: Is there any way they can do payment penalties?
12. AS: Campus is making significant efforts to assist with Mental Health. I think we should be dedicated to this if we're dedicated to CAPS.
13. John: I don't like this request.
14. GSA: During construction, are student events people giving info on architecture to see how space can be used?

VIII. Adjournment

-- 4:01 PM