

# Student Fee Advisory Committee

Meeting Minutes

Spring 2021 Week 3, 4/16/21

Fridays, 2:00-4:00 P.M.

1. Call to Order
  - a. 2:02pm
2. Roll Call
  - a. Arbi Leka, Courtney Chan\*, Ilmaa Haque, Chase Hickey\*, Miranda Junn\*, An Vu\*, Stephanie Eisenberg\*, Jacqueline Lee\*, Ariana Lopez\*, Becca Rose\*, Jean Hanna\*, Miguel Carias, Sam Horio, Serena Chang, Ben Du, Athena Tiet\*, Liz Henry\*, Lakshmi Chilukuri\*, Margaret Ramaeker\*, Jason Jennings
  - b. Excused: Norienne Saign, John Hughes
  - c. Unexcused: Nick Butler, Henry Wang
  - d. \* = voting members (where the chair may vote in a tie), voting members present =
3. Approval of Minutes
  - a. Spring 2021 Week 2
    - i. Motion by Margaret, Second by Chase
    - ii. 12, 0, 0 passes
4. New Business
  - a. Unit Interview Presentations
    - i. Undergraduate Colleges
      - 1.

Unit name: Program name	Students	FTE	Budget	SSF/CORE
The Colleges: College Business Office	Not provided	5.15	1,476,650	
Undergraduate Colleges: Dean of Student Affairs Office	WI21 Undergraduate Enrollment: 30,653	5 FTEs per college in Student Affairs	\$2,316,483	
Undergraduate Colleges: Residence Life	Marshall College: 4,921 Muir College: 5,139 Revelle College: 4,992 Roosevelt College: 4,868 Seventh College: 652 Sixth College:	5 FTEs per college in Residence Life (SFAC funding covers 5% of salary)	\$80,535	

	4,777 Warren College: 5,214		
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2. Meeting Summary: CBO

- i. Head: Pamela Fruge
- ii. Recruitment within the colleges
- iii. Academic personnel: student employees, compensation, etc., Dedicated to college writing program
- iv. Workload is pretty hefty
- v. Hiring Unit 18 lecturers, MST, hiring 30 TAs per college per year, college writing program directors
- b. Programs and operations FTE: orientation, commencement, Triton Day, facilities program management, CBO open houses, spirit week, homecoming banners etc.
- c. Student fees → salaries and operating expenses
  - i. Need for additional support growing with amount of students and the additional colleges (especially academic personnel side)
- d. Pandemic challenges
  - i. Managing facilities
    - 1. Helping colleges leave and come back safely (post pandemic)
  - ii. Was able to adapt quickly, working harder than ever, staff working late
  - iii. Requesting additional staff given new colleges 2 FTEs (academic personnel and fiscal management)
- e. Staff was able to adapt quickly
- f. Everyone working harder than ever
- g. Staff working until 10pm at night – higher up faculty get what they do as well

3. Meeting Summary: Student Affairs

- a. How has the increase in student enrollment affected your staff's workload?
  - i. 60-80 hr work weeks, nights and weekends, last year exhausting
  - ii. Negatively affects students, more reactive than proactive
  - iii. Additional staff, could be more ahead of curve

- iv. Booked 3-4 weeks out, can't always timely serve students
- v. Don't nec. feel prepared for fall
  - 1. Welcome week = 1st and 2nd years
  - 2. Huge programming demand
  - 3. Drugs and alcohol, social interaction with people coming back in person
  - 4. Students struggling academically too
- b. Additional funding for additional staff?
  - i. Have asked; gotten just 1 additional position 2 years ago (2nd assistant dean of SA) then hiring freeze hit
    - 1. Couldn't fill vacancies → new hires filled them
    - 2. Potentially can't get new positions back
  - ii. Campus staff doesn't understand scope of what colleges do
    - 1. Think can just use current staff for new colleges
    - 2. Working on proposal for new staff
    - 3. Not clear ratios/numbers
- c. COVID effects
  - i. More meetings, creativity with engagement, difficulty creating relationships with staff, being virtual open new doors
  - ii. College system = smaller communities → better support from faculty
- d. Work with dean of academic advising, reslife, help student get connected to resources
- e. 5.5 student affairs; 5 reslife (only 5% SSF)
- f. Student affairs staff:
  - i. Students in crisis (increase)
  - ii. AI (125% increase 2007-18, spikes in AI with growth in intntl student growth), student conduct (remote → decrease but complexity and time increased)
  - iii. Students w/ different issues/trauma, hospitalized, mental health issues
  - iv. CAPS doesn't have capacity, student affairs work w/ students to find off campus help
  - v. 274% increase 2005-17

- vi. Students of concern (mental health, food/housing insecurity, trauma) peaked almost 3500 w/ covid (over 100% increase)
- g. No operating budget (work w/ student orgs, council, provost)
- h. Colleges have lower salaries than other departments → difficulties retaining staff
- 4. Program scores
  - a. CBO
    - i. B: 6 , D: 6 , V: 7
      - 1. Don't DIRECTLY work with students
      - 2. Lakshmi: directly and indirectly deal with students. All of the mentioned units work really hard and are over worked.
  - b. Student Affairs
    - i. B: 6, D: 7, V: 7
      - 1. Not all students are in crisis
  - c. Res Life
    - i. B: 7, D: 5, V: 7
- ii. Grad Division
  - 1. Dean's Unit
    - a. Staff: 0.88 FTE
    - b. Budget: \$94,241 from SSF
    - c. Students Served: 7,160 (2019-2020)
    - d. Notes
      - i. Support the graduate student data needs of all graduate programs
      - ii. New strategic initiative by the new dean
    - e. Scores
      - i. Breadth (9.5)
        - 1. All grad students are involved - 7160 students
      - ii. Depth (1)
        - 1. Partially funds the salary and benefits of the Institutional Research Analyst for the Division
        - 2. Indirectly affects grad students
        - 3. Doesn't fund any programs or anything grad students can access
      - iii. Value (5)

1. \$94,241 / 7160 grad students = \$13/student
  2. Cost per student is low
  3. Direct impact is also very low
2. Financial Support Unit
- a. Staff: 1.25 FTE
  - b. Budget: \$104,545 from SSF
    - i. Partially funds two employment coordinators and the Graduate Fellowship Advisor
    - ii. Students Served: 3,580 (2019-2020)
  - c. Notes
    - i. Process graduate student payroll
    - ii. Assist students in submitting proposals and to navigate external fellowship opportunities
    - iii. Advisor has more students than she can accommodate
    - iv. Currently understaffed
    - v. New positions will be added by the Grad Division
  - d. Scores
    - i. Breadth (7.5)
      1. Assume 3580 grad students use financial services
      2. CSE: 31%
      3. Literature: 100%
    - ii. Depth (7.3)
      1. Process grad payroll, connects grads to external fellowships
      2. Used to troubleshoot issues with payroll
      3. Fund salaries of employees who process payroll, so essential for payroll
    - iii. Value (8.7)
      1. \$104,545 / 3580 students = \$29/student
3. Graduate Student Affairs Unit: Graduate Admissions
- a. Staff: 0.75 FTE
  - b. Budget: \$66,618 from SSF
  - c. Students Served: 2,153 (2019-2020)
  - d. Notes
    - i. Partially funds the salary and benefits of two Graduate Admissions staff who process nominations for admission for most graduate programs

- ii. Number of nominations have increased over the years, while staffing has remained relatively the same
  - e. Scores
    - i. Breadth (9)
      - 1. All 7160 went through admissions process at the beginning of program
    - ii. Depth (6.6)
      - 1. Essential for admissions to be processed smoothly
    - iii. Value (8.8)
      - 1.  $\$66,618 / 2,153$  grad students =  $\$31/\text{student}$
- 4. Graduate Student Affairs Unit: Outreach, Recruitment, Retention, and Professional Development
  - a. Staff: 2.87 FTE
  - b. Budget:  $\$314,668$  from SSF
  - c. Partially fund Student Affairs unit staff
  - d. Students Served: 3,580 (2019-2020)
  - e. Notes
    - i. Create diversity programs, retention and student services workshops, grad student events, and oversight of unit responsibilities
    - ii. Conduct graduate outreach, recruitment, retention and professional development programming
  - f. Scores
    - i. Breadth (6.6)
      - 1. 3580 students
      - 2. Majority of students are directly or indirectly impacted, along with some undergrad students that they reach out to
    - ii. Depth (6)
      - 1. Funding that goes to professional development support is direct impact for students
      - 2. Professional development courses are not always helpful/essential
    - iii. Value (7.2)
      - 1.  $\$314,668 / 3580$  students =  $\$88/\text{student}$
- 5. Graduate Intern Program
  - a. Interns: 16

- i. \*note: program expanded this year to increase support to BIPOC graduate students
    - b. Budget: \$66,400 from SSF
    - c. Students Served: 16 interns (2019-2020)
    - d. Notes
      - i. Student interns paid \$16-17 / hour
      - ii. 1 intern in every community center on campus
      - iii. Supports students who want to work in higher education, but not as an instructor
    - e. Scores
      - i. Breadth (1)
        - 1.  $16 \text{ interns} / 7160 \text{ grad students} = <1\%$
      - ii. Depth (8.2)
        - 1. Interns gain direct experience from position
        - 2. SSF goes towards their salary
      - iii. Value (1.8)
        - 1.  $\$66,400 / 16 \text{ interns} = \$4,150 / \text{intern}$
        - 2. Slightly higher score because takes depth into account - money going directly to students
6. Graduate Intern Programming budget
- a. Interns: 16
  - b. Budget: \$20,000 from SSF
  - c. Students Served: 16 (2019-2020)
  - d. Notes
  - e. Programming and leadership training budget for the graduate interns
  - f. Scores
    - i. Breadth (1)
      - 1.  $16 / 7160 \text{ grad students} = 1\%$
    - ii. Depth (3)
      - 1. Budget for programming for grad interns but is not being utilized while working remotely
      - 2. Helps develop confidence and skills for grad students
    - iii. Value (5.4)
      - 1.  $\$20,000 / 16 \text{ interns} = \$1250 / \text{intern}$
7. English Language Professional Development Program
- a. Staff: N/A
    - i. Budget: \$38,100 from SSF

- ii. Students Served: 91 (2019)
  - b. Notes
    - i. Funds English Language courses at Extension for international students and tutoring at ISPO
    - ii. 30 students/quarter expected to enroll
    - iii. Expecting a decrease in students served due to higher costs of extension courses
  - c. Score
    - i. Breadth (2)
      - 1.  $91 / 3437 = \sim 3\%$
      - 2. Round up the % because not all international students need English language help
      - 3. 48% of grad students are international
    - ii. Depth (7.4)
      - 1. 48% of grad pop is international
      - 2. Overlaps with other programs, such as TLC in Geisel
      - 3. support the English language development for international student success both at UCSD and beyond
    - iii. Value (5.6)
      - 1.  $\$38,100 / 91 \text{ students} = \$418/\text{student}$
- 8. Graduate Student Interdisciplinary Awards
  - a. Budget: \$2,500 from SSF
  - b. Students Served: 3 (2019-2020)
  - c. Notes
    - i. Funds prizes (and food) for the GPSA Interdisciplinary Research Awards
    - ii. Funds 3 \$500 awards for graduate students
  - d. Scores
    - i. Breadth (1)
      - 1. 3 students out of all grad students
    - ii. Depth (7.4)
      - 1. Awards students and holds an event to recognize their accomplishments at a ceremony
      - 2. 3 \$500 awards are given to students
      - 3. Question why award money is being funded by SSF
    - iii. Value (5.3)



1. \$2500
2. \$1500 is going directly back to students
3. \$1000 is going towards the event

9. Graduate Commencement Ceremony

- a. Budget: \$4,900 from SSF
- b. Students Served: 2461 (2019-2020)
- c. Notes
  - i. Hosts two commencement events: Masters & Doctoral
  - ii. 20 years of traditional commencement ceremony
  - iii. Fund the production of the commencement program for both events
- d. Scores
  - i. Breadth (9.2)
    1. 2461 student graduating, and all are eligible for the award
  - ii. Depth (6.2)
    1. Marks the end of their time here at UCSD
    2. Holds sentimental value for the student and their families
  - iii. Value (10)
    1.  $\$4900 / 2461 = \$2 / \text{student}$

10. Question

- a. In previous years of sfac, a lot of growth for ucsc are funded through greater enrollment. Increase in jacobs school enrollment, did grad division mention anything about the way they plan to deal with greater enrollment growth?
    - i. Number will increase because they need more TAs for undergraduate students
    - ii. 31% is for low percentage of masters students who TA vs PHDs who TA
  - b. Updated Google Sheets
    - i. New google sheet with the new scores
    - ii. Red is the lowest score, highest is green
    - iii. Update the scores
  - c. Report Draft Presentation
5. Announcements
- a. Sweater update: order is officially placed.
6. Adjournment

- a. Went into fun on ones
- b. 4pm