

Meeting Notes
Chancellor's Advisory Committee on Student Services and Fees
October 14, 2015

1. Campus Budget Update
 - AVC-CFO Rosemarie Rae provided an update on the campus budget

2. Student Services Fee (SSF) Proposal Process for Spring
 - A subgroup (Jenna, Melissa, Fabrizio, Liz, Bene) met last week to develop a proposal process for the incremental increase in the student services fee, specifically for the ~\$580,000 available for critical student services
 - The general components of the new process were accepted as a trial during spring
 - Two-step process (call for abstracts; proposals by invitation only)
 - A minimum amount of \$5,000 in requested funding
 - New outreach mechanisms to support inclusive access to funds:
 - Email to all students through the ASUC
 - Pre-abstract information sessions
 - Pre-proposal workshop
 - At CACSSF discussion time, everyone shares their top two abstracts/proposals before reviewing the results of the ranking survey
 - Omit "policy grouping" step due to lack of time
 - Proposals can include services lost due to budget cuts
 - Deadlines will be December 15 for the abstracts and March 15 for invited proposals
 - The committee provided input on the questions to be asked and recommended online abstract and proposal forms
 - ACTION ITEM: Aaron, Bene and an analyst from Harry's office will meet to discuss how to operationalize the online forms

3. Student Services Fee (SSF) Fall Proposal Process
 - ACTION ITEM: Yordanos, Michelle, Adam and Liz volunteered for the "policy grouping" subgroup (to meet the week of October 19)
 - ACTION ITEM: SSF survey (rankings and comments) due November 2 (to be distributed by October 27). In the process of trying to make survey improvements based on last year's feedback from the committee.

4. Brief Overview of Fees Students Pay
 - Held over to a future meeting