

## Campus Fee Advisory Committee Agenda

November 19, 2024

03:30-4:30 PM

Zoom Meeting ID# 895 2041 9196

### Agenda Items

1. Approve prior meeting minutes - October 29, 2024 (available on [Google Drive](#))
2. SSETF Allocation and Expenditure Procedures 2024-25
  - i. [SSETF Allocation and Expenditure Procedures 2024-25](#)
3. Open Agenda (questions)

### Attendees

#### Associated Students Members and Students-at-Large

- Ariana Lacson, A.S. President
- Sidhant Sadawarti, A.S. Controller
- Leonardo Plazola, A.S. Director of Student Rights & Responsibilities
- Sahithya Swaminathan, A.S. Director of Co-Curricular Affairs
- Sehtej Khehra, A.S. Director of Academic Affairs
- Katelyn Gambarin, A.S. Director of Legislative Affairs
- Sahib (Siya) Johal, Student

#### Academic Members

- Karthika Sasikumar, Senate Chair
- Tabitha Hart, Senate Vice Chair

#### Administrative Members

- Maureen Pasag (Chair), Administration & Finance
- Sami Monsur, Academic Affairs
- Kara Li, Information Technology
- Catherine Voss Plaxton, AVP Health, Wellness, and Student Services

#### Staff to the Committee

- Mike Vizzusi
- Parvati Nimbargi

## Campus Fee Advisory Committee Minutes

November 19, 2024

03:30 PM

Zoom Meeting ID# 895 2041 9196

1. Prior meeting minutes approved – October 29, 2024 (available on [Google Drive](#))  
Members
  - i. present from last meetings approved (12), others abstained (1).
2. Feedback was discussed regarding the SSETF Allocation and Expenditure Procedures 2024-25.
  - i. Feedback was asked whether the SSETF funding cycle should be a two-year or three-year cycle.
    - a. Discussion regarding a two-year cycle may be a very short window to review the outcomes and have programs/departments apply every time. A three-year cycle would be a better timeline for the programs to get the outcome of the allocated funds and achieve their goals. Also, the departments on campus mostly use three-year projections which would allow more stable budgeting, and the need to repurpose funds will be diminished. Suggestion was made that the first round could be a three-year cycle, and the next round would be a two-year cycle which will allow better staffing with union requirements, long long-term planning, and it will allow CFAC to give sufficient due diligence to review the programs.
  - ii. Question regarding the disadvantage of having a three-year funding cycle. A three-year cycle will allow the department to settle in and sometimes it could take a while for the student-related efforts to show the outcome of the effort and to secure additional needed funding for the next cycle.
  - iii. Question was asked: how are we defining the enhancement of the program? Because it is easier for the existing program to prove the return on the investment but not for the new programs. Clarification was made with an example, that the existing program would not be eligible for funding if they are requesting additional funding due to a budget reduction instead a new program will be eligible for the funding for their proposal.
  - iv. Question was asked: what provision is made for the programs that have positions funded through SSETF fund? Clarification was made that Maureen has been meeting with two divisions that have a good number of positions funded through the SSETF to figure out alternate options or transition those positions slowly out of the SSETF fund with approval from the President and the Cabinet. Further clarification was made that the temporary positions would be student assistant positions.
  - v. Question was asked if the SSETF funds can be used to fix the broken things in the classroom. Clarification was made that we can not use the SSETF fund to fix broken things and we must stay within the intent of the SSETF fund policy.

- vi. Question was asked: why are we not reviewing the IRA portion of the SSETF? Clarification was made that we are honoring the intent of the original SSETF fee proposal, where part of the fee was made sure to be retained for the allocation of IRA because it was a mandatory fee. The Budget Office will share the original fee approval documents which explain the IRA allocation for transparency and a better understanding of the committee.
- vii. Question was about the mechanism for reviewing the proposals. How are we going to prioritize the proposals? Clarification was made that the proposal needs to be reviewed and approved by the vice president of the division and the approved proposals will be submitted to the Budget Office. The CFAC will review the proposals against the guidelines/rubric to review and approve them.
- viii. The committee agreed to have the agreed-upon SSETF guidelines ready by the next meeting.

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Sidhant Sadawarti, Controller  
Leonardo Plazola, Director of Student Rights & Responsibilities  
Sahithya Swaminathan, Student  
Sehtej Khehra, Student  
Katelyn Gambarin, Student

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Karthika Sasikumar, Senate Chair  
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Mike Vizzusi  
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