

Student Fee Advisory Committee Meeting Minutes

Friday, September 21, 2018, Time: 2:30-4:30pm

Minutes taken by Danielle Currier-Graves

- I. Meeting called to order at 2:50pm
 - A. Motion made to suspend rules and vote Lori as acting Chair-passed
- II. Roll Call
 - A. Student members: Lori Francis, Jonathan Balzer, Katrice Woodard, Veronica Gayfield, Danielle Currier-Graves, and Jonathan Raj (Ex-officio, Pres. USC)
 - B. Faculty Members: Darin Baskin and Regina Wilson (Troy Jefferson and Dominique Brown arrived later)
- III. Approval of previous minutes from 5/25/18
 - A. Motion made to accept document provided at meeting as previous minutes-passed
- IV. Unfinished business
 - A. Election of officers to act until 10/1/8018
 - a) Chair: Lori Francis
 - b) Vice Chair: Danielle Currier-Graves
 - c) Secretary: Katrice Woodard
 - d) Treasurer: Jonathan Balzer
 2. Motion Made to nominate Darin Baskin as Faculty Co-Chair- Passed
 - B. Meeting Time and Place
 1. Motion made to have meetings every third Friday of every month, at 9:00am, 3100 Main St, in a room TBD by Darin Baskin-Passed
 - C. Changes to the SFAC/CAB Guidelines
 1. Changes to be drafted, then approved in an upcoming meeting
- V. New Business
 - A. New SFAC
 1. Running list of things to be considered in the new SFAC Constitution/Guidelines:
 - a) Optional/rotational member to help meet quorum/with transitions
 - b) Lowering quorum
 - c) Define in clear terms what the report to chancellors should look like for future consistency and transparency
 - d) Elucidate procedure for rollover funds
 - e) Training/shadowing for future members to ensure consistency
 - f) Making all documents relevant to the SFAC readily available to the students with the help of the Co-Chair
 - g) Raising the student fee to \$2
 - h) Changing the 50/50 split
 - i) Addition of Faculty Co-Chair to Officer Position
 - B. Recommendations for Allocation of Student Fees FY19
 1. Troy reports that the district level-money has been disbursed to the college-level accounts so they can continue normal operation
 2. Will include these recommendations in introductory letter to Chancellors
 - C. Student Fee Rate Recommendations
 1. Suggested raising rate as noted in running list
 2. Need to provide evidence of student support!

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- D. SFAC 2018-19
 - 1. Officers for the new year:
 - a) Chair: Danielle Currier-Graves
 - b) Vice-Chair: Jonathan Balzer
 - c) Secretary: Katrice Woodard
 - d) Treasurer: Lori Francis
 - e) Co-chair: Darin Baskin
 - E. Expectations/Strategy Going Forward
 - 1. Send introductory/expectation letter to admin
 - 2. Google docs to be used for now, until the Outlook HCC.SFAC email is up
- VI. Reports tabled-- no committees or officers prior to this meeting
- VII. Concerns/Announcements
 - A. Need to clarify if/how Honors' College and organizations like it can access CAB money, maybe have a specific box on the form
- VIII. Meeting time and date set for the third friday of every month, 9am at 3100 Main
- IX. Meeting Adjourned at 4:44pm