

June 29, 2021

CHANCELLOR CAROL T. CHRIST

**RE: RECOMMENDATIONS AND ANNUAL REPORT FROM CHANCELLOR'S ADVISORY
COMMITTEE ON STUDENT SERVICES AND FEES**

The Chancellor's Advisory Committee on Student Services and Fees (CACSSF) respectfully submits this annual report as a summary of key student fee issues and recommendations from 2020-2021. **Specific recommendations requiring approval are in bold.** Following your approvals, the Office of the CFO will communicate with UCOP as appropriate.

Background

The Chancellor's Advisory Committee on Student Services and Fees (CACSSF) was convened in 2006. The committee regularly advises the Chancellor and senior administration on student services funding and fee issues. The committee supports students through multi-year planning, closer partnerships with administration, and a coordinated process on student fees. CACSSF's voting membership includes nine student representatives (three each from the ASUC, Committee on Student Fees, and Graduate Assembly), six representatives from campus administration, and two Academic Senate-appointed faculty members.

CACSSF Recommendations

1) **CACSSF recommends that the proposed Miscellaneous Student Fee (MSF) to fund student software licenses and the Student Technology Services (STS) helpdesk not be approved.** After reviewing feedback and analysis submitted by students and faculty, the committee felt that;

- The proposed fee does not align well with campus or University policy regarding the use of miscellaneous student fees as a vehicle for funding,
- The nature of the software licenses being core to research and academic learning indicated that funding for the software should come from the campus and not the creation of a new MSF, and
- The implementation of this MSF would set the precedent of allowing a campus department to override the result of a campus-based fee referendum in an ASUC election and to impose a fee on students with little student consultation or consent.

There was discussion by some members concerning a potential partial fee, but there was no agreement on whether that should happen and what portion of the proposal would be funded in such a manner. The related June letter from the CACSSF chairs is in Appendix A.

2) As approved by the student body, three compulsory campus-based fees (the Recruitment and Retention Fee, the Educational Opportunity and Equity Fee, and the Campus Climate and Equity Fee) may request an annual inflationary adjustment, subject to review by CACSSF and your approval. This year the Campus Climate and Equity Fee has requested an increase of fifty cents per semester per undergraduate and graduate student. The Educational Opportunity and Equity Fee and Recruitment and Retention Fee did not request a fee increase. The Wellness Fee, Campus Health Fee, and Student Basic Needs Fee also have fee increases for 2021-22; each of these has its own approval process. The Wellness Fee was discussed by CACSSF and no concerns were expressed to VC Sutton regarding approval of this increase for 2021-22. **A schedule of campus-based fees for 2021-22 is in Appendix B and requires your signature before transmission to UCOP.**

Additional Highlights

1) CACSSF provided input on proposed investments to address current Student Affairs and Equity & Inclusion carry-forward balances, totaling \$4.1 million dollars. CACSSF members met twice to discuss and provide consultation to Vice Chancellors Dubon and Sutton on various mission critical programs and services.

2) As detailed in our letter to you in December 2020 regarding funding the Berkeley International Office (BIO), CACSSF members believe that programs BIO offers are a combination of core instructional and co-curricular supplemental services, and that SSF funds should not be used to fund BIO. In your January 2021 follow up letter to CACSSF, you shared: "After careful deliberation and discussions with members of my senior leadership team, I have opted to commit Student Services Fee (SSF) revenue to support BIO. As I originally proposed, they will receive an additional \$705,000 for each of the next five years (FY22 - FY26), after which time it is my fervent hope that the campus' financial position has improved, our finance reform project has been reinstated, and we have an opportunity to reevaluate this arrangement." CACSSF hopes to continue discussions with you and senior campus leaders in this coming year regarding how to effectively balance funding for core and supplemental campus services in a manner that does not rely solely on student fees.

3) As a new process/practice to improve the grantmaking process, mitigate unconscious bias, and begin aligning to the campus goal of becoming an anti-racist institution, CACSSF coordinated an implicit bias training for its members as well as implementing an equity-based rubric for evaluating proposals.

4) During 2020-21, CACSSF conducted a spring grant-making cycle and allocated approximately \$1,000,000 dollars in one-time funding from its discretionary fund to support student service initiatives. Funded projects are in Attachment C.

5) A subset of CACSSF student representatives, faculty members, and administrators met throughout the year to discuss the possibility of conducting audits and sunseting permanent allocations of the Student Services Fee (SSF). As part of this review process, CACSSF met with Vice Chancellor Rae, Assistant Vice Chancellor Whitlock, and Chief Campus Counsel Robinson to discuss the potential implications and opportunities associated with sunseting allocations of SSF. Vice Chancellor Sutton will be convening a workgroup this summer with the plan of bringing a recommendation to you in the next academic year.

We appreciate your careful consideration of these recommendations. Please know that we are available to discuss any of this information in greater detail.

Sincerely,



Stephen C. Sutton, Ed.D.
Co-Chair



Harsh Ainapure
2020-21 Co-Chair



James Weichert
2021-22 Co-Chair

Attachments A-C

cc: EVCP Alivisatos
Interim EVCP Koshland
VC Dubón
Interim VP O'Reilly
VP García Bedolla
VC Fisher
VC Rae
AC Griscavage
AVC Stanich

Attachment A
CACSSF Recommendation Regarding Student Technology Software and Services Fee
Originally submitted on 6/23/2021

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June 23, 2021

Chancellor Carol Christ

RE: CACSSF Recommendation Regarding Student Technology Software and Services MSF

Dear Chancellor Christ,

The Chancellor's Advisory Committee on Student Services and Fees (CACSSF) met in May and June to review and discuss a proposal by Student Affairs IT to implement a \$25 per student per semester Miscellaneous Student Fee (MSF) to fund student software licenses and the Student Technology Services (STS) helpdesk.

After robust discussion, CACSSF **voted not to recommend** implementation of the proposed MSF. There was discussion by some members concerning a potential partial fee but there was no agreement on whether that should happen and what portion of the proposal would be funded in such a manner.

CACSSF members have substantial concerns with the MSF, specifically that: (1) the proposed fee does not align well with campus or University policy regarding the use of miscellaneous student fees as a vehicle for funding, and (2) the committee felt that the core nature of the software licenses in research and learning indicated that funding for the software should come from the campus and not the creation of a new MSF. CACSSF student members also noted that the implementation of this MSF would set the precedent of allowing a campus department to override the result of a campus-based fee referendum in an ASUC election, and to impose a fee on students with little student consultation or consent.

The committee also emphasized the need for the Microsoft, Adobe, and MATLAB software licenses in classes and in research. Over the past two months student leaders on CACSSF have received numerous letters from students and faculty stressing the necessity of these softwares across disciplines and departments. The committee also received a letter from UAW Local 2856—the union representing academic student employees—emphasizing that these softwares are necessary tools for instruction and that the Union expects these teaching resources to be provided to student instructors pursuant to their contract with the University.

CACSSF considers these particular software packages to be 'core' to the student academic experience, meaning that the use of these tools is necessary for students to participate and succeed in their academics. As such, the Committee does not believe that a miscellaneous student fee is an appropriate method for funding these critical resources.

For these reasons, CACSSF **recommends that the proposed MSF not be approved**. Instead, CACSSF members—in particular CACSSF's student members—hope to engage in conversations with senior campus leaders with the goal of finding sustainable funding for the student software licenses that does not place the financial burden on student fees.

Sincerely,

Handwritten signature of Stephen C. Sutton in black ink.

Stephen C. Sutton, Ed.D.

Vice Chancellor for Student Affairs

Co-Chair, Chancellor's Advisory Committee on Student Services and Fees

Handwritten signature of James Weichert in black ink.

James Weichert

Co-Chair, Chancellor's Advisory Committee on Student Services and Fees

Attachment B
Campus Based Fee Schedule

UC Berkeley Campus-Based Student Fees

Berkeley Campus Fee – consists of:	FINAL 2020-21			FINAL 2020-21			PROPOSED 2021-22			PROPOSED 2021-22		
	UNDERGRADUATES			GRADUATES			UNDERGRADUATES			GRADUATES		
	Per Semester	Academic Year	Summer 2020	Per Semester	Academic Year	Summer 2020	Per Semester	Academic Year	Summer 2021	Per Semester	Academic Year	Summer 2021
1. ASUC Fee	\$ 33.50	\$ 67.00	\$ 3.00	\$ 27.50	\$ 55.00	\$ 3.00	\$ 33.50	\$ 67.00	\$ 3.00	\$ 27.50	\$ 55.00	\$ 3.00
2. Student Center Fee	\$ 6.00	\$ 12.00	\$ 3.00	\$ 6.00	\$ 12.00	\$ 3.00	\$ 6.00	\$ 12.00	\$ 3.00	\$ 6.00	\$ 12.00	\$ 3.00
3. Ethnic Studies Fee	\$ 2.25	\$ 4.50	\$ -	\$ 2.25	\$ 4.50	\$ -	\$ 2.25	\$ 4.50	\$ -	\$ 2.25	\$ 4.50	\$ -
4. Life Safety Fee	\$ 46.00	\$ 92.00	\$ 23.00	\$ 46.00	\$ 92.00	\$ 23.00	\$ 46.00	\$ 92.00	\$ 23.00	\$ 46.00	\$ 92.00	\$ 23.00
5. Recruitment and Retention Fee	\$ 27.00	\$ 54.00	\$ -	\$ -	\$ -	\$ -	\$ 27.00	\$ 54.00	\$ -	\$ -	\$ -	\$ -
6. Campus Health Care Fee	\$ 83.50	\$ 167.00	\$ 57.50	\$ 83.50	\$ 167.00	\$ 57.50	\$ 84.75	\$ 169.50	\$ 58.00	\$ 84.75	\$ 169.50	\$ 58.00
7. The Green Initiative Fund Fee	\$ 9.00	\$ 18.00	\$ 9.00	\$ 9.00	\$ 18.00	\$ 9.00	\$ 9.00	\$ 18.00	\$ 9.00	\$ 9.00	\$ 18.00	\$ 9.00
8. Lower Sproul Plaza Fee	\$ 261.00	\$ 522.00	\$ 130.50	\$ 261.00	\$ 522.00	\$ 130.50	\$ 261.00	\$ 522.00	\$ 130.50	\$ 261.00	\$ 522.00	\$ 130.50
9. Daily Cal INK Initiative Fee	\$ 2.75	\$ 5.50	\$ -	\$ 2.75	\$ 5.50	\$ -	\$ 2.75	\$ 5.50	\$ -	\$ 2.75	\$ 5.50	\$ -
10. Student Technology Fee	\$ 51.00	\$ 102.00	\$ -	\$ 51.00	\$ 102.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11. Wellness Fee	\$ 183.75	\$ 367.50	\$ 140.00	\$ 183.75	\$ 367.50	\$ 140.00	\$ 189.75	\$ 379.50	\$ 144.50	\$ 189.75	\$ 379.50	\$ 144.50
12. Educational Opportunity & Equity Fee	\$ 20.00	\$ 40.00	\$ -	\$ 20.00	\$ 40.00	\$ -	\$ 20.00	\$ 40.00	\$ -	\$ 20.00	\$ 40.00	\$ -
13. Campus Climate & Equity Fee	\$ 30.50	\$ 61.00	\$ -	\$ 30.50	\$ 61.00	\$ -	\$ 31.00	\$ 62.00	\$ -	\$ 31.00	\$ 62.00	\$ -
14. Housing Security Fee	\$ 4.25	\$ 8.50	\$ 4.00	\$ 4.25	\$ 8.50	\$ 4.00	\$ 4.25	\$ 8.50	\$ 4.00	\$ 4.25	\$ 8.50	\$ 4.00
15. Student Basic Needs Fee	\$ 15.25	\$ 30.50	\$ 10.00	\$ 15.25	\$ 30.50	\$ 10.00	\$ 15.50	\$ 31.00	\$ 10.00	\$ 15.50	\$ 31.00	\$ 10.00
subtotal	\$ 775.75	\$ 1,551.50	\$ 380.00	\$ 742.75	\$ 1,485.50	\$ 380.00	\$ 732.75	\$ 1,465.50	\$ 385.00	\$ 699.75	\$ 1,399.50	\$ 385.00
16. Class Pass Fee - Transit	\$ 95.00	\$ 190.00	\$ 48.00	\$ 95.00	\$ 190.00	\$ 48.00	\$ 95.00	\$ 190.00	\$ 48.00	\$ 95.00	\$ 190.00	\$ 48.00
Total Mandatory Campus-Based Fees	\$ 870.75	\$ 1,741.50	\$ 428.00	\$ 837.75	\$ 1,675.50	\$ 428.00	\$ 827.75	\$ 1,655.50	\$ 433.00	\$ 794.75	\$ 1,589.50	\$ 433.00

Notes:

- blue Requested increases that require approval from Chancellor
- red Campus-based fees that will increase in FY2021-22

1. **ASUC Fee:** \$6 increase to the ASUC Fee dedicated to SUPERB programming only paid by undergraduates ("AMP Adjustment"). The AMP Adjustment is automatic based on the annual CPI-SF rate. Given the small fee level, CBO recommends that an inflation factor be applied using a compounded inflation rate, rounding down to the closest \$0.25 per semester. The AMP Adjustment expires in Spring 2029.
5. **Recruitment and Retention:** Increase is recommended by Student Oversight Committee based on City of Berkeley's Annual General Adjustment index, reviewed by CACSSF, and approved by the Chancellor.
6. **Campus Health Care:** Increase is recommended by Health Fee Advisory Board based on annual US BLS inflation rate for physician and clinical services and approved by VC Student Affairs. The Summer 2022 fee level has been rounded down to a whole dollar amount, from \$58.25 to \$58.00, to avoid complications with financial aid packaging for Summer students.
9. **Daily Cal INK Initiative:** Increase is recommended by Office of the Registrar (OR) based on the annual CPI-SF rate and approved by CACSSF. Given the small fee level, OR recommends that an inflation factor be applied using a compounded inflation rate, rounding to closest \$0.25.
11. **Wellness:** Increase is recommended by the Wellness Fund Advisory Committee (WFAC) based on multiple inflation rates, reviewed by CACSSF, and approved by VC Student Affairs per Delegation of Authority memo dated August 26, 2015.
12. **Educational Opportunity & Equity:** Increase is recommended by Fee Oversight Committee up to 3% per year to adjust for inflation, reviewed by CACSSF, and approved by the Chancellor.
13. **Campus Climate & Equity:** Increase is recommended by the EJCE Fee Advisory Board up to 3% based on CPI-SF rate, reviewed by CACSSF, and approved by the Chancellor.
14. **Housing Security:** Increase is recommended by Housing Initiative Student Fee Oversight Board up to 2.8% per year for inflation and approved by the Chancellor. Given the small fee level, CBO recommends that an inflation factor be applied using a compounded inflation rate, rounding down to closest \$0.25 per semester. The Summer 2022 fee level has been rounded down to a whole dollar amount, from \$4.25 to \$4.00, to avoid complications with financial aid packaging for Summer students.
16. **Student Basic Needs:** Increase is automatic based on annual inflation rate.

Approved:



 Carol Christ, Chancellor

July 20, 2021

 Date

Attachment C
CACSSF Discretionary Fund Allocations

Allocations for Fiscal Year 2021-22

CACSSF conducted a spring 2021 grant-making cycle and allocated approximately \$1,000,000 dollars in one-time funding from its discretionary fund to support student service initiatives. Grants are to be utilized between July 1, 2021 and June 30, 2022.

Department / Organization	Program / Service	Brief Description	Amount
Registered Student Organizatino (RSO): Queer Alliance Resource Center	Queer/trans* student leader stipends	Proposal to provide stipends to Queer Alliance and Resource Center (QARC) Board of Directors, who run the board, resource center, and advocate for 20+ student affiliatd orgs, and advocate for LGBTQ+ at all levels of the university	\$24,000
ASUC: Office of the Student Advocate	Student Advocate's Office Caseworker Support	Proposal to provide stipends to caseworkers in the ASUC Student Advocate's Office. Funds will go towards caseworkers (\$500 per semester), and Directors (\$1,000 per semester). Some of the goals of funding are to implement stronger outreach strategy to historically marginalized groups of graduate and undergraduate students across campus.	\$66,000
ASUC: Office of Senator Apoorva Prakash	Menstrual Equity Pilot Program	Proposal to fund a pilot program to install and operate 41 ADA-compliant menstrual product dispensers throughout Custodial Zone C bathrooms for emergency use while bleeding on campus.	\$21,945
Recreational Sports	Accessible Wellness and Empowerment (AWE)	Proposal to fund Accessible Wellness & Empowerment (AWE) program that provides recreational access to students with disabilities. Funding will allow for 50 training packages for students.	\$15,000
Undocumented Student Program	Transcending Beyond Berkeley Fellowship Grant Extension	Proposal to expand funding for Transcending Beyond Berkeley Fellowship grant. Funds will be used to support Undocumented Students, without work authorization, with professional and career development opportunities regardless of their immigration status	\$90,000
RSO: Lean on Me	Lean on Me at UC Berkeley	This proposal aims to address the mental health climate by providing students a 24/74 non-crisis text line where trained peers can listen and give advice. Funds will go towards technology fees and marketing efforts available to student organizations on campus that are in need of additional funding to advocate for their own community qualms.	\$1,825
Restorative Justice Center	Restorative Justice Student Leaders Program	Proposal to fund Restorative Justice Student Leaders Program. Funding will go towards salary of coordinator position and RJ student leaders (both undergraduate and graduate students)	\$54,000
RSO: Beyond Academia	Beyond Academia - Career Development and Exploration for PhDs	Proposal to fund Beyond Academia annual career exploration conference, which connects current graduate students to hundreds of PhDs working in various industries. We also organize smaller, more focused works hops and panels throughout the year that are tailored to the immediate goals of PhDs and postdocs.	\$49,000

RSO: Berkeley Underground Scholars (Stiles Hall)	Bridging the Mental Health Gap for Underserved Students	This proposal seeks to fund a full-time mental health specialist that specializes in EMDR to work with students; in addition to a "reimbursement fund" that will reimburse students for mental health and wellness needs that aren't currently covered by insurance.	\$58,000
RSO:iGEMat Berkeley	iGEMat Berkeley Synthetic Biology Projects	Proposal to fund synthetic biology projects for Berkeley iGeMat Berkeley. IGeMat allows undergraduate students from any background to engage in hands-on synthetic biology research projects. Funds will be used to purchase synthetic biology materials	\$5,000
Student Legal Services	Student Legal Services	Proposal to provide support to Student Legal Services offices, which provides students advise on legal questions, rights, and obligations. This proposal seeks funding for 1.0 Contract FTE staff attorney to directly serve students.	\$164,000
RSO: Jakara Movement Club at UC Berkeley	Punjabi Art Collective	Proposal to fund Punjabi Art Collective, to provide a platform for Punjabi creatives to promote and legitimize various creations (photography, poetry, art, etc).	\$14,360
Student Learning Center	Student Learning Center Research Associate Program (RAP)	Funding to maintain Research Associate Program (RAP) for Summer 2021. The funding priorities will go towards seven undergraduate fellows and one graduate mentor.	\$56,700
RSO: Berkeley Journal of Sociology	Publishing Public Sociology: Engaging Diverse Perspectives through the Berkeley Journal of Sociology	This proposal will relaunch the Berkeley Journal of Sociology, a graduate student run journal. Some of the goals of this proposal will be provide space and resources for sociology graduate students at Berkeley to publish and connect, creation of a mentorship program, and an annual conference	\$24,000
RSO: SACNAS for Graduate Students at UC Berkeley	The Holistic Empowerment of Underrepresented Students in STEM	Proposal to fund five events for SACNAS for graduate students. The proposed events are "Demystifying the postdoc", "So you want to apply for graduate school", "Bay Area Community College Day Series", "Leading Light Distinguished Speaker Series", "Leading Light Distinguished Speaker Series", "SACNAS National Diversity in Stem Conference".	\$42,455
ASUC: Office of External Affairs Vice President	Votechella Civic Engagement Concert	Concert to promote civic engagement, specifically voter registration, and voter turnout. Primary purpose is to incentivize student voter registration and bring awareness to information around voting by targeting students with a program that is engaging and contemporary.	\$36,111
School of Information	The Graduate School of Information Womxn Leadership Development Program (I School LDP)	Proposal to fund pilot Leadership Program for 25 womxn identifying students in the graduate school of information. This program will consist of a mentorship program, workshop series, employer connections, self-assessments, and peer coaching	\$20,000
Institute for the Study of Societal Issues	Night Out / Night Off for Graduate Students of Color	Proposal to fund Night Out/Night Off (NO/NO) program, which aims to build community amongst graduate students of color. Funds will go towards salary of community engagement fellow (graduate student), student staff (undergraduate + graduate), ticket subsidies, and large/small events in the fall and spring	\$80,420

RSO: Iranian Students Cultural Organization	Iranian Students Cultural Organization	This proposal will promote iranian cultural awareness among undergraduate students through cultural celebrations , recreational events , and philanthropic events	\$2,750
University Health Services	Partners in care: Increasing UVA's access to UHS medical support and emergency resources	Funding to purchase equipment for an exam room at UVA (vital signs instrument, bedside cart, lamps, medication refrigerator), emergency kits for students who need to temporarily relocate, and an emergency fund for childcare to be paid directly to service providers	\$15,000
RSO: Connect at Berkeley	Connect@Cal, Resource Connection	Proposal to provide stipends to case managers to expand Connect @ Cal Program, which provides a one-stop connection to help students navigate campus.	\$41,000
RSO: Vision Science Club	Vision Science PhD Student Community Bonding Fund	Proposal for community bonding fund for Vision Science Club. Funds would be spent on virtual study halls, community dinners, and fee waivers for virtual and in-person events (i.e escape room, paint night, exploratorium).	\$10,000
Graduate Division	Graduate Student Financial Educator	Funding to hire a fee remission-eligible graduate student position to develop a financial literacy curriculum relevant to academic and professional graduate students, with a focus on taxes (particularly for students with dependents, international, and undocumented students)	\$35,000
Cal Performances	Zellerbach Video Capture Project	Proposal Funding for technology upgrades to enhance zellerbach hall. This proposal seeks to outfit Zellerbach hall with permanent video capture equipment in order to record and share events.	\$60,922