



June 6, 2022

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 2021-2022. **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 strongly recommends that \$500,000 in newly available Student Services Fee (SSF) funds be allocated on a recurring basis to the items in Attachment A with funding beginning on July 1, 2022.

2) CACSSF recommended two changes to the [Berkeley Campus Guidelines for Establishing, Increasing, Reducing, or Eliminating Campus-Based Fees](#), which you approved in January 2022, as outlined in Attachment B.

3) As previously 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. The Recruitment and Retention Fee has requested an increase of \$0.50 per semester per undergraduate student, and the Campus Climate and Equity (Big C) Fee has requested an increase of \$1.00 per semester per undergraduate and graduate student. The Educational Opportunity and Equity (GOLD) Fee did not request a fee increase. The Wellness Fee, Campus Health Fee, and Student Basic Needs Fee also have fee increases for 2022-23; 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 2022-23. **A schedule of campus-based fees for 2022-23 is in Attachment C and requires your signature before transmission to UCOP. CACSSF recommends approving these increases as requested.**

4) As detailed in our letter to you in February 2022 and included in Attachment D, CACSSF voted against recommending the adoption of the Course Materials & Services Fee (CMSF) for the Instructional Resilience and Enhancement Fee (IREF) proposed by the Vice Provost for Undergraduate Education and

Vice Chancellor for Student Affairs. We understand from subsequent correspondence from you in May 2022 that you would be willing to consider a buyout of the IREF using Student Services Fee (SSF) Reserve funding. Subsequently, CACSSF has voted to recommend the usage of \$5,000,000 in SSF reserves to buyout a portion of the IREF with a 'ramp-down' approach. CACSSF proposes that the SSF buyout be phased out as follows: \$2,500,000 in year 1, \$1,500,000 in year 2, and \$1,000,000 in year 3. Please note, that a minority of committee members expressed concern with the usage of nearly \$5,000,000 in reserve funding but would be amenable to a decreased amount of SSF reserve funding. **CACSSF recommends using \$5,000,000 in SSF reserves to buy out a portion of the IREF.**

Additional Highlights

5) In February 2022, CACSSF met with the Vice Chancellor of Student Affairs, the Vice Provost for Graduate Studies, the Vice Provost of Undergraduate Education, the Vice Chancellor of Research, as well as representatives for the Vice Provost for Academic Planning and the Vice Chancellor of Equity and Inclusion to discuss divisional priorities as they relate to the nature of student services.

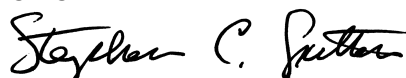
6) In response to a 2020 letter from former UC President Napolitano, UC Berkeley engaged in an analysis of our campus-based fees to determine which, if any, had surpluses that could be refunded to students due to the pandemic-induced closure of campus in Spring 2020. In March 2022 the analysis concluded and it was determined that \$529,046 could be refunded to students. To avoid any disruption to the critical student services that our campus fees support, campus leadership decided to provide this refund from SSF reserves. This plan of action was brought to CACSSF and there were no objections.

7) During 2021-22, CACSSF conducted a spring grant-making cycle and allocated approximately \$500,000 dollars in one-time funding from its discretionary fund to support student service initiatives. Funded projects are in Attachment E.

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



Attachments A-E

James Weichert
Co-Chair



cc: Interim EVCP Koshland
Incoming EVCP Hermalin
VC Matos
Interim VP O'Reilly
VP García Bedolla
VC Fisher
VC Rae
VC Yelick
AC Griscavage
AVC Stanich

Attachment A
CACSSF Recommendations:
Recurring Student Services Fee (SSF) Funding to Begin July 1, 2022

Organization	Proposal	Amount	Project Summary
Berkeley Underground Scholars	Berkeley Underground Scholars Retention Support	\$106,750	Proposal to fund 1 FTE Assistant Director position that will provide case management, coaching, and social work to formerly incarcerated Berkeley students. The position will support the academic, wellness, and community needs of BUS students.
VCSA/VCEI	HFA Building Facilities Coordinator	\$100,000	Proposal to fund 1 FTE Facilities Hearst Field Annex (HFA) Coordinator who would provide operational, safety, and building access support to student centers and related programs (eg. Fannie Lou Hamer Black Resource Center, Bridges Multicultural Resource Centers, Disability Cultural Centers, Queer Alliance & Resource Center).
Graduate Division	Graduate Student Basic Needs Coordinator	\$110,220	Proposal to fund 1 FTE Coordinator who will responsible for developing and maintaining up-to-date resources on helping students navigate the off-campus housing market, and serve as primary Graduate Division liaison to Basic Needs Center.
Residential Life/Centers for Educational Justice	Student Theme Program Expansion	\$183,030	Proposal to fund support the expansion of three themed communities and the development of a fourth (African American Theme program, Casa Magdalena Mora Theme program, Unity Theme program, SSWANA Living Community). The proposal will fund programmatic and staffing costs associated with four themed programs including undergraduate/graduate student pay.

Approved:

Carol T. Christ

Carol T. Christ, Chancellor

June 8, 2022

Date

Attachment B
**Proposed Revisions to the Berkeley Campus Guidelines for
Establishing, Increasing, Reducing or Eliminating Campus-Based Fees**

Appendix A:
**Proposed Revisions to the Berkeley Campus Guidelines for
Establishing, Increasing, Reducing or Eliminating Campus-Based Fees**

Policy Revision Requiring Sunset Dates

Berkeley Campus Guidelines do not currently require sunset dates for campus-based fees. The Student Fee Referenda Committee (SFRC) and Chancellor’s Advisory Committee on Student Services and Fees (CACSSF) recommend decreasing the required sunset period from thirty years to ten years for new campus-based fees moving forward.

Policy Location	Language
Referendum Requirements Page 6	<p><u>Sunsetting of Campus-Based Fees</u></p> <p>All newly proposed student fee referenda, increases, and renewals must include a sunset date for the termination of the fee, which shall be no longer than 10 years. Fees that support capital projects shall not sunset until debt service has expired pursuant to PACAOS §84.16. Further advisement on the appropriate sunset schedule should be sought from the SFRC, the appropriate ASUC and GA committees, and other appropriate stakeholders.</p>

Moratorium on Automatic Fee Increase Above Inflation

Berkeley Campus Guidelines do not currently require a Moratorium on Automatic Fee Increases Above Inflation. SFRC and CACSSF recommend adding language to add a moratorium on automatic fee increases above inflation.

Policy Location	Language
Referendum Requirements Page 3	<p><u>Moratorium on Automatic Fee Increases Above Inflation</u></p> <p>Fees approved through the student fee referenda process cannot be increased above the level of inflation for the California Bay Area, except in the case of use of fees for capital projects pursuant to PACAOS §84.16. In the case where a referendum calls for a scheduled (e.g. annual) increase in the fee amount to track inflation, the language of the referendum shall specify how the rate of inflation be calculated.</p>

Carol T. Christ

1/5/2022

Carol T. Christ, Chancellor

Date

Attachment C Campus Based Fee Schedule

UC Berkeley Campus-Based Student Fees

as of 7/1/22

Berkeley Campus Fee – consists of:	Expiration date	Fee Increases (see notes)	PROPOSED 2022-23 UNDERGRADUATES			PROPOSED 2022-23 GRADUATES		
			Per Semester	Academic Year	Summer 2023	Per Semester	Academic Year	Summer 2023
			1. ASUC Fee	see notes	annually adjusted	\$ 33.50	\$ 67.00	\$ 3.00
2. Student Center Fee	no expiration	static	\$ 6.00	\$ 12.00	\$ 3.00	\$ 6.00	\$ 12.00	\$ 3.00
3. Ethnic Studies Fee	no expiration	static	\$ 2.25	\$ 4.50	\$ -	\$ 2.25	\$ 4.50	\$ -
4. Life Safety Fee	Summer 2024	static	\$ 46.00	\$ 92.00	\$ 23.00	\$ 46.00	\$ 92.00	\$ 23.00
5. Recruitment and Retention (STARR) Fee	no expiration	annually adjusted	\$ 27.50	\$ 55.00	\$ -	\$ -	\$ -	\$ -
6. Campus Health Care Fee	no expiration	annually adjusted	\$ 88.25	\$ 176.50	\$ 58.00	\$ 88.25	\$ 176.50	\$ 58.00
7. The Green Initiative Fund (TGIF) Fee	Spring 2027	fixed increases	\$ 9.00	\$ 18.00	\$ 10.00	\$ 9.00	\$ 18.00	\$ 10.00
8. Lower Sproul Plaza Fee	no expiration	fixed increases	\$ 261.00	\$ 522.00	\$ 153.00	\$ 261.00	\$ 522.00	\$ 153.00
9. Save the Daily Cal Initiative Fee	Summer 2027	fixed increases	\$ 6.00	\$ 12.00	\$ 2.50	\$ 6.00	\$ 12.00	\$ 2.50
10. Wellness Fee	Spring 2045	annually adjusted	\$ 198.25	\$ 396.50	\$ 151.50	\$ 198.25	\$ 396.50	\$ 151.50
11. Educational Opportunity & Equity (GOLD) Fee	no expiration	annually adjusted	\$ 20.00	\$ 40.00	\$ -	\$ 20.00	\$ 40.00	\$ -
12. Campus Climate & Equity (Big C) Fee	Spring 2027	annually adjusted	\$ 32.00	\$ 64.00	\$ -	\$ 32.00	\$ 64.00	\$ -
13. Housing Security Fee	no expiration	annually adjusted	\$ 4.50	\$ 9.00	\$ 4.50	\$ 4.50	\$ 9.00	\$ 4.50
14. Student Basic Needs Fee	Summer 2029	annually adjusted	\$ 16.25	\$ 32.50	\$ 10.50	\$ 16.25	\$ 32.50	\$ 10.50
subtotal			\$ 750.50	\$ 1,501.00	\$ 419.00	\$ 717.00	\$ 1,434.00	\$ 419.00
15. Class Pass Fee - Transit	Summer 2023	fixed increases	\$ 95.00	\$ 190.00	\$ 48.00	\$ 95.00	\$ 190.00	\$ 48.00
Total Mandatory Campus-Based Fees			\$ 845.50	\$ 1,691.00	\$ 467.00	\$ 812.00	\$ 1,624.00	\$ 467.00

Notes:

gold Student fee referenda passed by student vote; subject to Chancellor and UCOP approval

blue Requested increases that require approval from VC Student Affairs (Wellness) or Chancellor (STARR and Big C)

- ASUC Fee:** The \$6 increase to the ASUC Fee paid by undergraduates only is dedicated to SUPERB programming ("AMP Adjustment"). The AMP Adjustment is automatic based on the annual CPI-SF rate. Given the small fee level, an inflation factor is applied using a compounded inflation rate, rounding down to the closest \$0.25 per semester. The AMP Adjustment expires in Spring 2029.
- 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.
- 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.
- 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.
- 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.
- 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.
- 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, an inflation factor is applied using a compounded inflation rate, rounding down to closest \$0.25 per semester and \$0.50 per summer.
- Student Basic Needs:** Increase is automatic based on annual inflation rate.

Carol T. Christ

Carol T. Christ, Chancellor

June 8, 2022

Date

Attachment D
CACSSF Letter Opposing Instructional Resilience & Enhancement Fee

UNIVERSITY OF CALIFORNIA, BERKELEY

BERKELEY

DAVIS • IRVINE • LOS ANGELES • MERCED • RIVERSIDE • SAN DIEGO • SAN FRANCISCO • SANTA BARBARA • SANTA CRUZ



CHANCELLOR'S ADVISORY COMMITTEE ON STUDENT SERVICES AND FEES

March 29, 2022

CACSSF Recommendation RE: Instructional Resilience and Enhancement Fee (IREF)

Dear Chancellor Christ,

I write on behalf of the Chancellor's Advisory Committee on Student Services and Fees (CACSSF) to convey the Committee's advisory recommendation regarding the proposed Instructional Resilience and Enhancement Fee (IREF).

On February 25th, the Committee met to discuss the fee proposal put forward by the Divisions of Undergraduate Education and Student Affairs to establish a \$132 per semester fee to be paid by all undergraduate and graduate students to fund instructional technology resources and services. We understand that since the fee is being proposed as a course materials fee (CMSF), the primary review of the proposal will be conducted by the campus' CMSF Committee. Nevertheless, CACSSF felt compelled to discuss the fee proposal from the perspective of the overall campus student fee landscape, and to provide an advisory recommendation to you based on the perspectives of all of the stakeholder groups represented on the Committee.

In general, CACSSF members were opposed to the fee proposal in its current form. Members were particularly concerned about the high cost of the proposed fee, its impact on student cost of attendance, and the worrying precedent that would be set by implementing a CMSF on a campus-wide level. The student majority of CACSSF is opposed to the fee altogether, and maintains its belief that many of the costs included in the IREF are core to the campus' academic mission, and should therefore be funded by the campus through tuition and/or state revenues.

While the Committee does not recommend the implementation of the fee in its current state, CACSSF members noted that the campus' current financial situation may require some sort of fee to support instructional technology expenditures in the short term while the campus regains financial stability. To that end, CACSSF could be supportive of a reduced technology fee that funds the resources and services

formerly covered by the Student Technology Fee while the campus retains the responsibility for funding technology expenditures necessary for teaching and learning at Berkeley. CACSSF is open to additional discussion about a potential modified fee.

Along these lines, we strongly suggest that any fee be implemented with a two-year sunset timeline, which would require the fee to undergo full review by the CMSF Committee and CACSSF in 2024 before it could be renewed. We do not view student fee funding as a sustainable revenue source for resources which are critical to the educational mission of our university. Therefore, we hope that any instructional technology fee would be implemented on an expressly short-term basis, and hope to work with campus leadership to identify a suitable long-term funding pathway.

In the meantime, CACSSF proposes that the campus use reserves from the Student Services Fee (SSF) to 'buy out' portions of the IREF for a period of one or two years. There is a total of more than \$6 million in SSF reserves currently in the central ledger that are not committed to any project or expenditure. Both student and administrative members of CACSSF are in agreement that, given our campus' unique budgetary situation, if SSF reserves can be deployed to prevent students from having to pay additional student fees, then that justifies the use of SSF reserves. Since return to aid has already been assessed on these reserves, using them avoids having to pay a 25% surcharge on top of the cost of IREF expenditures in the form of return to aid. As an example, the use of \$5 million in SSF reserves would cover more than half of the total cost of the IREF for FY 23.

Additionally, the Committee discussed the issue of the fee's governance. The proposal we received did not include details about how the fee would be governed to maintain student oversight over student fees. It is our understanding that the proposal being reviewed by the CMSF Committee includes a provision for an advisory committee. However, this committee would consist of a majority of administrative members, allocating only four out of nine voting seats to students. This is not consistent with campus student fee practice wherein students make up voting majorities on numerous student fee oversight committees. The committee proposal from Undergraduate Education and Student Affairs also does not allocate any seats to representatives of the Academic Senate, and we are unclear about the appointment process for the 'at-large' undergraduate and graduate student representatives. That is to say, will the appointments be made by the ASUC and Graduate Assembly, or will the administration choose its own student members? The proposed oversight committee has numerous flaws that we believe will restrict the committee's ability to conduct proper oversight. Therefore, we strongly urge further discussion with the ASUC, Graduate Assembly, and Committee on Student Fees as it relates to the composition and responsibilities of the IREF oversight committee.

Finally, the Committee expressed general concern over the large number of FTEs (29 in total) that would be funded by the IREF. We are unclear whether student fees are an appropriate funding source for so many staff positions, and are worried that salary increases will cause the IREF to increase in cost even above its current high price tag. In the coming years, we hope that the campus will partner with CACSSF, the IREF oversight committee, and other relevant campus stakeholders to identify a long-term plan for funding these FTEs.

We were encouraged by our discussion with you, Provost Koshland, and Vice Chancellor Rae on 2/16 regarding shared governance of student fees and collaboration with CACSSF on long-term campus financial planning. We hope that we can continue a tradition of strong partnership between students and the campus on student fees through collaboration on the IREF. We are sensitive to the campus' financial situation, but also acknowledge that students have borne the burden of rising costs and limited resources, but especially over the past year. We were alarmed by the lack of student consultation in the process of developing the IREF proposal, but hope to work with the campus to mitigate the significant impact of the IREF on students while providing campus units with funding for critical instructional technology resources over the next few years.

Sincerely,

James Weichert

Co-Chair, Chancellor's Advisory Committee on Student Services and Fees
ASUC Academic Affairs Vice President

* Vice Chancellor Sutton is abstaining from signing this letter because of a conflict of interest due to the VCSA being a co-sponsor of the IREF proposal.

CC: Cathy Koshland, Interim Executive Vice Chancellor and Provost (EVCP)
Rosemarie Rae, Vice Chancellor of Finance
Oliver O'Reilly, Interim Vice Provost of Undergraduate Education
Jenn Stringer, Campus Chief Information Officer
Anne Marie Richard, Associate CIO and Director of Student Affairs

Attachment E
CACSSF Discretionary Fund Allocations

Allocations for Fiscal Year 2022-23

CACSSF conducted a spring 2022 grant-making cycle and allocated approximately \$500,000 dollars in one-time funding from its discretionary fund to support student service initiatives. Grants are to be utilized between July 1, 2022 and June 30, 2023.

Department / Organization	Program / Service	Brief Description	Amount
RSO: Disability Beyond Compliance	Disability Beyond Compliance	Disability Beyond Compliance (DBC) is a student-led initiative centered around improving the wellness of the 8,000+ disabled, chronically ill, and neurodiverse students at UC Berkeley. The project empowers undergraduate and graduate students to engage in research, facilitate workshops and town halls, and collaborate with stakeholders to disrupt ableism at Cal.	\$30,000
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 the salary of community engagement fellow (graduate student), student staff (undergraduate + graduate), ticket subsidies, and large/small events in the fall and spring	\$31,000
Graduate Assembly	GA Mutual Aid Fund	The GA Mutual Aid Fund is an emergency and opportunity aid fund that awards a cap of \$1000 to graduate students who successfully apply. There are two primary categories of awardees: Emergency The primary purpose of this fund is to offer financial assistance to graduate and professional students who are in or have recently experienced a personal emergency.	\$75,000
VCSA, VCEI, ASUC	Fee-Free RSO Space	Proposal to create fee-free space in Hearst Gym to be utilized by registered student organizations (RSOs) for two academic years.	\$60,000
RSO: PartySafe@Cal	UC Berkeley Harm Reduction Expansion Project	This project will expand the existing harm reduction information, training, and resources provided by PartySafe@Cal, in collaboration with other campus and community partners, to address risks of potential fentanyl contamination. This proposed project would offer students low-barrier access to FTS by placing harm reduction resources in discrete locations such as bathrooms, the tang center, and other student recommended locations.	\$15,000
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 workshops and panels throughout the year that are tailored to the	\$50,050

		immediate goals of PhDs and postdocs. Some of the goals of this program are to empower students to be proactive about career choices and connect UC Berkeley researchers with industry professionals.	
Cal Band	Accommodations Golf Cart for Disabled Members of Cal Band	This proposal will fund one golf cart to provide accommodations to disabled Cal Band members. Funding will go towards the purchase of a Moto-EV 6 Wheelchair Golfcart.	\$23,385
Undocumented Student Program	Transcending Beyond Berkeley Fellowship	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	\$60,000
ASUC: Student Advocate's Office	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 a stronger outreach strategy to historically marginalized groups of graduate and undergraduate students across campus.	\$60,000
ASUC Office of Senator Issabella Romo	Menstrual Equity Campus Program	This campus program addresses student menstruators' needs, institutionalizing equitable access to this biological necessity. Working with the Custodial Services division of Campus Operations, this program will maintain and restock these bathroom dispensers.	\$26,400
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. This event will promote greater civic engagement and community building for everyone who is part of the campus community. By creating a positive association between voting and community activities, with the hope to encourage students to vote in the General Election once they are registered.	\$5,000
RSO: Berkeley Journal of Sociology	Publishing Public Sociology- Berkeley Journal of Sociology	The Berkeley Journal of Sociology will provide the resources for students at Berkeley to publish and connect their academic research in more accessible ways to wider publics. Specifically, graduate students in the Sociology department can engage their intellectual community and the journal's audience through the various initiatives that we aim to launch with this revival of the BJS	\$3,500

Student Environmental Resource Center (SERC)	Student Environmental Resource Center (SERC) Staff & Programs	Proposal to fund student staff and programmatic support for Student Environmental Resource Center. This program would support 24 out of 44 SERC student staff positions, and will provide co-curricular opportunities and experiences for environmentally- minded students through employment. It would make environmental work.	\$10,000
Restorative Justice Center	Survivor Support Fund	This is project for the development of a service-fund intended to provide financial support that meet the unique and specific needs of survivors of gendered and sexual based violence outside of the bureaucratic structures of the University that require disclosure and rigid attendance to the individual survivor to maintain needs.	\$15,000
RSO: Black Students in Health Association	Black Pre-Health Student Conference	This proposal aims to provide quality speakers, workshops, and activities that encourage Black students to continue to pursue a career in health/science.	\$5,665
		Total Funding	\$470,000