



May 24, 2012

CHANCELLOR ROBERT J. BIRGENEAU

**RE: STUDENT SERVICES FUNDING RECOMMENDATIONS FROM THE CHANCELLOR'S
ADVISORY COMMITTEE ON STUDENT SERVICES AND FEES**

The Chancellor's Advisory Committee on Student Services and Fees (CACSSF) respectfully submits the following recommendations for your consideration during the campus budget process. **Specifically, this letter recommends uses for available Student Services Fee (SSF) funds, requests a carry-forward of unspent SSF funds to an additional review cycle during 2012-13, proposes a delegation of authority for a new CACSSF discretionary fund that models other UC campuses, and identifies two types of funding needs where the committee believes partial or complete allocation should not come from SSF funds.** In a letter dated May 7, 2012, the students on CACSSF representing the ASUC, the Committee on Student Fees and the Graduate Assembly also made joint budget recommendations that both include and go beyond the items detailed below.

Background

In 2010-11, the Regents adopted new policy guidance which transformed the Registration Fee into the newly named Student Services Fee (SSF), simultaneously creating new recommendations for the usage of these funds. This change means that (1) the recommended uses of SSF are different now than they recently were, and (2) the historical allocation of SSF funds has sometimes included uses not encouraged under the new policy. In addition, a portion of the SSF revenue has accumulated in central accounts and will continue to do so barring some reallocation.

The May 7 letter from students addresses these policy issues as they pertain to existing recurring allocations, while this recommendation specifically addresses the accumulated funds described above. The new policy was an integral part of discussions leading to the recommendations below, and will continue to be in future recommendations on new allocations.

To address the accumulated SSF funds, the Budget Office has recommended several rounds of one-time and ongoing allocations to address critical student service needs while managing SSF balances in a responsible manner over time. The first review cycle was conducted during spring 2012. As Berkeley's recognized student fee advisory committee, CACSSF reviewed 22 Student Services Fee (SSF) proposals submitted for funding beginning 2012-13. The requests totaled roughly \$4 million for one-time or short-term allocations and \$1 million for recurring allocations. The Budget Office estimates over \$8 million will be available for one-time allocations over a three-year period and \$2.5 million will be available for recurring allocations beginning 2013-14. Note: If approved, funding for the recurring recommendations below would begin in 2012-13

from the one-time funding pool with subsequent funding from the recurring allocation pool beginning in 2013-14.

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. Most committee members devoted over 10 hours each to this process. During deliberations, CACSSF considered UC policy guidance on SSF, including whether proposals aligned with the intended uses of the fee, were allowable but not considered a priority use per policy or were not for purposes specified in the guidance. In many cases, policy alignment was unclear or debatable. The students on CACSSF conducted additional analysis (including a student survey and further interpretation of the UC SSF guidelines) and did an exemplary job of working as a coordinated team.

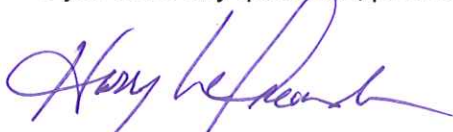
Recommendations

1. CACSSF strongly recommends that **the available Student Services Fee funds be allocated as follows:**

Planned Use	Department	One-time / short-term costs	Recurring costs
24-hour student access during MLK/Eshelman construction	Student Learning Center	\$390,000 (\$130,000/year for 3 years)	
CACSSF discretionary fund intended for one-time allocations (see note #2 below)	VC Student Affairs		\$500,000
GA/ASUC online funding application	Graduate Assembly	Up to \$80,000 (one-time)	
Graduate student stipends for mentoring underrepresented undergraduate students	Graduate Assembly		\$50,000
Graduate student parent program coordinator	Graduate Assembly	\$30,000 (\$15,000/year for 2 years)	
Graduate/undergraduate student assistants for transitioning to Cal seminars	Transfer, Re-Entry and Student Parent Center	\$60,000 (\$30,000/year for 2-year pilot)	
MD to improve access medical care	University Health Services	\$4,750 (one-time)	\$225,000
Online campus events form/process for improved efficiency and speed	ASUC Auxiliary	Up to \$1,000,000 (one-time)	
Renovation costs for student event and practice performance space in Anna Head	ASUC Auxiliary	\$558,000 (one-time)	
Social worker for high acuity cases	University Health Services	\$3,250 (one-time)	\$105,000
Student concert ("big name" act)	ASUC (for distribution to ASUC SUPERB)	\$300,000 (one-time)	
Student Opportunity Fund	VC Student Affairs		\$100,000
Student organizations finance system—exploration phase	ASUC Auxiliary	Up to \$52,000 (one-time)	
Transition manager to support reorganization activities	ASUC Auxiliary	\$250,000 (\$125,000/year for 2 years)	
	Total	\$2,728,000	\$980,000
	Total Funds Available	Est. over \$8 million over a three-year period	Est. \$2.5 million
	Estimated Funds Remaining	Est. over \$5 million over a three-year period	Est. \$1.5 million

2. Most student fee advisory committees on other UC campuses have a discretionary fund combined with the authority to approve use of the funds. We respectfully request a **delegation of authority to CACSSF to approve the uses of the CACSSF discretionary fund** as recommended above. CACSSF intends for this funding to be used for one-time allocations.
3. In recent years, the Berkeley campus has decided to change the **composition of students admitted to Cal** (e.g., increases in out-of-state and international students). Sometimes, such as the case with international students, the result has been an increased need for specialized student services to meet the unique needs of these populations. One such proposal was submitted during this SSF proposal cycle and the committee anticipates it may see additional proposals next year.
 - a. From this year's cycle, CACSSF recommends that **Student Services Fee revenue be used to fund half of a recurring Career Center position for international students only if other funding source(s), such as Nonresident Supplemental Tuition, cover the remaining portion.** Total cost is \$93,000 per year.
 - b. CACSSF also recommends that as the University actively changes the composition of students, it develops as needed a **funding plan to support these students.**
4. CACSSF strongly recommends that **all unspent accumulation of Student Services Fee funds be carried forward to a review cycle in 2012-13** so there is sufficient time for additional identification and vetting of student service proposals. This is in line with the Campus Budget Office's recommendation for several rounds of one-time and recurring allocations to address critical student service needs.
5. CACSSF also recommends that **new mandated programs (e.g., state or federal requirements) should not be funded with student fees and should not be delegated to units as non-funded mandates** (examples include state and federal educational requirements regarding alcohol and other drugs and violence against women as well as requirements to collect and publish information on the incidence of sexual violence).

If you have any questions, please contact either of us.



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