



May 23, 2013

**CHANCELLOR ROBERT J. BIRGÉNEAU
CHANCELLOR NICHOLAS B. DIRKS**

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

Per UC systemwide policy, each campus has a Student Service Fee (SSF) advisory committee that advises their Chancellor on uses of SSF funding. As that committee for Berkeley, 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 centrally accumulated, available Student Services Fee (SSF) funds and identifies one funding request the committee believes should not come from SSF funds. In a letter dated May 16, 2013, 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.

We also offer our sincere appreciation of last year's approval of the CACSSF discretionary fund. We appreciate having a fund that will replenish each year, will remain once the centrally accumulated SSF funds are allocated, and provides the committee with the ability to support and prioritize student service projects each year that we assess are a priority to students.

CACSSF's intent for new SSF funding is that it supplement and not supplant current campus funding of student services so that revenue presently allocated to departments is not diverted elsewhere.

**SUMMARY OF CACSSF RECOMMENDATIONS
AND DISCRETIONARY FUNDING DECISIONS IN 2012-13 CYCLE**

	Allocations from Central Balances – CACSSF recommends, Chancellor approves		Allocations from CACSSF Discretionary Funds – CACSSF approves		
	One-time / short-term allocations	On-going ("recurring") allocations	2012-13 Discretionary Funds	2013-14 Discretionary Funds	2014-15 Discretionary Funds
Estimated funding available for 2012-13 cycle *	\$2,500,000 beg. Jul 1, 2013	\$1,000,000 beg. Jul 1, 2013	\$500,000	\$500,000	N/A
Funding requested (11 proposals in Fall 2012, 33 proposals in Spring 2013)	\$2,534,541	\$1,981,117	\$651,752	N/A	N/A
CACSSF recommended / approved proposals **	\$2,577,280 see below	\$1,001,183 see below	\$500,100 see attachment	\$76,095 see attachment	N/A
Balance of estimated funding available	\$0	\$0	\$0	\$423,805	N/A
Estimated funding available for 2013-14 cycle *	\$1,000,000 beg. Jul 1, 2014	\$520,000 beg. Jul 1, 2014	N/A	\$423,805	\$500,000

* Based on SSF allocation model from Budget Office in Oct 2012; model to be updated after 2012-13 fiscal close.

** Total for recommended on-going allocations does not include the \$126,090 for a second UHS clinical psychologist position that CACSSF recommends be funded centrally from a source other than SSF.

Recommendations

These recommendations are for funding starting on July 1, 2013 or once conditions have been met such as contingencies and/or verification of "up to" amounts.

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

Department	Proposal	Brief Summary	One-time / short-term costs	Recurring costs
African-Amer. Student Development / Gender Equity Resource Ctr	Women's Leadership Intensive	A pilot off-campus retreat that includes impact of oppression on leadership styles, skill-building and connections with campus and community leaders (Note: \$39,200 provided by CACSSF discretionary fund)	\$29,339	
ASUC	Student Organization Tabling Program	Replacement of all student organization tables and chairs (Note: \$20,460 provided by CACSSF discretionary fund)	\$30,240 over 5 semesters	
ASUC	Lower Sproul Surge	Community Service Officer for evening/early am access and security (Note: \$11,760 provided by CACSSF discretionary fund)	\$47,040 over 5 semesters	
ASUC	Student Civic Engagement Fund	Enhance student engagement in Sacramento by improving access to organizing and lobbying training and opportunities	\$10,000	\$45,000
ASUC (2/3), Graduate Assembly (1/3)	Student Space Reservation Fund	Fund to off-set the cost of reserved space for campus groups until the Lower Sproul Redevelopment project is complete	\$100,000	
ASUC Auxiliary	LEAD Center Staff Positions	LEAD Center staff positions for three years as a bridge until the Lower Sproul Redevelopment project is complete	\$565,000	
ASUC Auxiliary	Student Environmental Resource Center	Creation and staffing of center to provide information, opportunities and services to students interested in sustainability		\$125,000
Berkeley International Office	International Student Advising and Support Services	Increased staffing to meet increased demand due to rising enrollments and to increase efficiency by reinforcing new two-tier structure for advising issues		\$41,000
Cal Corps Public Service Center	Leadership Program Coordinator	To expand and coordinate recruitment, selection, training oversight, donor relations and administration of three core leadership programs currently funded through grants		\$118,356
Cal Performances	Free Student Section	Free student section at selected Cal Performances events	\$51,200	
Center for Educational Equity and Excellence	Student Parent Initiative	Improve student parent information, identify and advocate for needed changes in policy, highlight best practices and ensure that student voices are heard	\$115,800	
Dean of Students	Berkeley Cares Program	One staff position to support Students of Concern and Bears that Care Initiatives that align with national best practices to provide early interventions for distressed students		\$115,480
Educational Resource Center	DREAMers Resource Center	Increase access of for undocumented students through additional computers, furniture and expanded peer staffing hours during evenings	\$60,000	\$109,700
Gender Equity Resource Center	Cal Self Defense for All	Provide self-defense classes and certification to foster empowerment against violence	\$66,025	\$9,100
Graduate Assembly	Student Programming Fund	Fund for programming for graduate students through the Graduate Assembly		\$45,000

Department	Proposal	Brief Summary	One-time / short-term costs	Recurring costs
Graduate Division	Back-up Child-Care Program	Provide highly subsidized program for students based on program offered to faculty	\$810,000 over two years	
Information Services and Technology	Productivity Suite	Fund roughly 30% of 2013-14 annual cost of Productivity Suite licenses for students	\$285,000	
Law School	Workspace and lounge area	Create new space to foster community among students in the Clinical Program	\$62,200	
Law School	Indian Law Symposium	Supports campus native community and others interested in Native American issues	\$26,000 over three years	
Student Musical Activities	Cal Band Upgrades	Upgrade locker room and rehearsal hall for the Cal Band	\$100,000	
Student Musical Activities	UC Jazz Upgrades	Improve instruments and equipment used in the UC Jazz ensembles rehearsal/instructional rooms and renovate the large jazz studio into a performance space	\$58,211	
Student Musical Activities	UC Choral Ensembles Upgrades	Upgrades to instruments, equipment and rehearsal hall (safety and other needs)	\$71,225	\$6,100
Student Musical Activities	Restoration of Funding for Directors	Funding to restore two director positions to 100% time and another to 54% time		\$38,222
Transfer, Re-entry and Student Parent Center	Cal Veterans Student Services	One academic achievement counselor to provide advising, training and referral services; liaise with advocates; and assist with planning and developing transitional/retention programs		\$66,045
University Health Services	Clinical Psychologist	One position to improve student access to counseling services and to provide training, consultation and support to GSIs/departments in responding to students in distress		\$126,090
<i>Subtotal</i>			<i>\$2,487,280</i>	<i>\$845,093</i>

2. CACSSF strongly recommends that available Student Services Fee funds be allocated as follows once the contingencies have been met for these items:

Department and Planned Use	Contingency	One-time / short-term costs	Recurring costs
ASUC. Establish Bear Bike Share Program at various locations on campus so students, faculty and staff could easily access bicycles to use for multiple hours in order to improve campus productivity and reduce number of cars on campus.	Contingent on contract signed by campus	(Note: \$150,000 in one-time, start-up costs to be provided by CACSSF discretionary funds)	Up to \$30,000
ASUC. Establish UC Berkeley Food Pantry to provide access to non-perishable food and personal hygiene items for free to ensure no student goes hungry or without sustenance due to financial constraints. Plan to work with campus and community partners.	Contingent on finding space and having a sustainable organizational structure	\$30,000 per year for 3 years (\$90,000 total)	
<i>Subtotal</i>		<i>\$90,000</i>	<i>up to \$30,000</i>

3. CACSSF strongly recommends that a second, recurring clinical psychologist position (\$126,090) be funded centrally from a source other than SSF. As a last resort, CACSSF recommends this position be funded centrally from available SSF funding.

Background

In May 2010, the Regents approved revisions to the *University of California Student Fee Policy* that transformed the Registration Fee into the newly named Student Services Fee (SSF). In July 2010, the Office of the President issued guidelines that address the use of SSF revenue, the recommended structure and responsibilities of SSF advisory committees, the recommended process for soliciting budget recommendations from SSF advisory committees, and annual reporting and disclosure requirements. The new fee policy and guidelines mean 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 guidelines. CACSSF is the SSF advisory committee for the Berkeley campus.

The May 16, 2013 letter from student representatives on CACSSF addresses these policy issues as they pertain to existing recurring allocations, while the recommendations in this letter specifically address the centrally accumulated funds explained below. The new policy guidelines are an integral part of the committee's discussions, and CACSSF will continue to take them into account when making future recommendations and decisions on new allocations.

At the same time as the UC policy on SSF was shifting, a portion of the SSF revenue at Berkeley began to accumulate in centrally due to previous years' budget cuts. To address these accumulated SSF funds, the Budget Office has recommended several rounds of one-time and on-going (or "recurring") allocations to address critical student service needs while managing SSF balances in a responsible manner over time. CACSSF completed the first cycle of recommendations in Spring 2012. This year, in addition to making recommendations on allocations from centrally accumulated balances, CACSSF made its first funding decisions from the \$500,000 in discretionary funds allocated to the committee every year beginning with 2012-13.

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 15 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.

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



Harry Le Grande
Co-Chair
Chancellor's Advisory Committee
on Student Services and Fees



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

Attachment: *Allocations Made from CACSSF's Discretionary Funds for 2012-13 and 2013-14 (as of April 29, 2013)*

cc: EVCP Breslauer
VC Basri
VC Koshland
VC Wilton
AVC Coley
AVC-CFO Gore
Chancellor's Advisory Committee on Student Services and Fees

Attachment

Allocations to be made from Chancellor's Advisory Committee on Student Services and Fees' (CACSSF) Discretionary Funds for 2012-13 and 2013-14
(as of April 29, 2013)

Department	Proposal	Brief Summary	CACSSF Discretionary FY2012-13	CACSSF Discretionary FY2013-14
ASUC	Spring Budgeting	Funding for student groups to increase the number of programs and events	\$40,000	
ASUC	Bear Bike Share	Establish a campus bike share program for students and faculty <i>Contingent on contract signed by campus</i>	\$150,000	
ASUC	Student Civic Engagement Fund	Improve access to organizing and lobbying training and opportunities	\$5,000	
ASUC	Perspectives Multicultural Showcase	Cross-culture performance that unites student communities through planning, practicing, performing and attending	\$46,000	
ASUC	Student Organization Tabling Program	Replacement of all student organization tables and chairs	\$20,460	
ASUC	Lower Sproul Surge	Community Service Officer for evening/early am access and security	\$11,760	
ASUC Auxiliary	Art Studio	Offer classes free of charge for students who lack funds	\$8,250	\$28,000
ASUC Auxiliary	Anna Head Alumae Hall Maintenance	Construction of facilities closet to support daily upkeep of student activity space being funded by another source	\$20,000	
College of Natural Resources	Grad Student Multipurpose Room	Create a space for graduate students to collaborate and foster a sense of community		\$48,095
Educational Opportunity Program	DREAMers Resource Center	Increase access of for undocumented students through computers, furniture and expanded hours	\$8,500	
Engineering	Bechtel Study Space	Increase access to study/lounge space by adding evening and weekend hours	\$6,960 + \$2,320	
Gender Equity Resource Center & African American Student Development	Women's Leadership Intensive	A pilot off-campus retreat that includes impact of oppression on leadership styles, skill-building and connections with campus and community leaders	\$39,200	
Graduate Assembly	Student Programming Fund	Fund for programming for graduate students through the Graduate Assembly	\$5,000	
School of Public Health	SPH Doctoral Lounge	Doctoral lounge to support community, collaboration and computer access	\$39,500	
Student Life Advising Services	Undocumented Students Program	Advisor position to support undocumented students	\$89,700	
Transfer, Re-entry and Student Parents Program	Resources for students at TRSP	Furniture, equipment and supplies to support services that have already expanded	\$7,450	
Totals			\$500,100	\$76,095