

Meeting Notes
Chancellor's Advisory Committee on Student Services and Fees
Wednesday, April 29, 2015

1. CACSSF transitions
 - New CACSSF co-chair for 2015-16: Michelle Chan. Joy Chen is graduating.
 - Hugh Graham has taken a new position at UCOP.

2. Student Services Fee (SSF): updates on programs with contingent funding
 - Bike share program update (Todd Henry). Todd has been working with students on this project. They have considered three options: creating a bike library using bikes from Excess and Salvage, working with a vendor to place bikes at Cal, and partnering with the emerging regional bike share program. They decided on the latter in order to stretch the funding further. They are currently working with the City of Berkeley bike share planner and researching models at other universities. The funding might be used to make the program more robust and/or decrease the cost for students.
 - Food pantry status and programmatic update (Ruben Canedos Sanchez and Sadia Saifuddin). The food pantry is an ASUC and Centers for Equity and Excellence (Ce3) partnership but is not happening in isolation. Ruben and Sadia also provided context of other campus and university food security efforts. The food pantry serves undergraduates, graduate students and dependents. The pantry has served over 1,300 students in one year (by comparison, other campuses served 500-600 students in their first year). Clients' ages range from 17-67. The population of students being served is more diverse than campus with respect to race/ethnicity and LGBTIAQ identity. Students are being served holistically, with services at the food pantry including nutrition counseling, academic advising and financial aid resource. They anticipate adding fresh produce soon as the result of a new campus-community partnership. SSF funding helps pay for rent and work-study positions. For more information, see <http://pantry.asuc.org/> and <http://ce3.berkeley.edu/foodsecurity/>.

3. Student Services Fee allocations update
 - Hugh provided an update on the Student Services Fee (SSF) recurring allocations that have been changed this year in order to respond to student feedback and to align with university guidelines. Given these transactions involved a "funds swap," they are budget neutral for the organizations listed in the handout, meaning the budgets of these units have not increased or decreased. CACSSF was supportive of the changes, noting students had been asking for them and an appreciation of seeing allocations per the guidelines.

4. Follow-up to last meeting: Course Materials and Services Fees (CMSF) and financial aid
 - Kerry provided an update on the committees work since the last meeting and highlighted a couple data points:
 - Over 9,000 students paid CMSFs last year
 - Over the past five years, the average transaction per student per department ranged from \$25-450.
 - In addition, Kerry shared the new solution concepts developed by the subcommittee:
 - i. Spread the cost of CMSF and possibly instruction-related MSF throughout the **entire student body** by assessing a campus based fee (or other type of fee) with return to aid.
 - ii. Spread the cost of CMSF and possibly instruction-related MSF across **all students in colleges or majors** with such fees.

- iii. Create a **“central bank”** from which departments could request funding for instruction-related costs, thus eliminating CMSF charges.
 - iv. As part of the campus budget process, CACSSF could recommend funding be allocated to the Financial Aid and Scholarships Office (FASO) to **cover the cost of grant aid** that would be awarded to offset CMSFs assessed to students receiving financial aid (approximately \$300,000).
 - v. Create a **surcharge** (e.g., \$10) on all CMSFs and possibly instruction-related MSF in order to create a pool for grant aid funding.
 - vi. Require that the collection of CMSFs be done through the Student Financials segment of the **new Student Information System (SIS)**; currently, CMSFs must be collected via CARS so this would likely be effort-neutral for departments. This will allow the Financial Aid and Scholarships Office (FASO) to gain information about actual fees assessed for individual students and provide the commensurate amount of aid. FASO feels this approach could be fairly easily automated and would be efficient.
 - CACSSF was particularly supportive of the “central bank” option and thus eliminating Course Materials and Services Fees. It was recommended that the money be held at the Dean’s level.
 - Action item: Include in annual report to the Chancellor.
5. Follow up to February meeting: Mandatory campus-based fees process for potential fee changes
- Bené recapped the discussion from the February CACSSF meeting.
 - Hugh reviewed the following with the committee:
 - i. Current campus-based fees, including oversight, escalation and who decides if subject to escalation.
 - ii. Chart of projections of Berkeley’s campus-based fees. The total semester cost for FY15 was \$390 per student, and the semester projected level for FY20 is \$762.
 - iii. How other UCs are governing campus-based fees. Most have decentralized processes, with Davis and Santa Cruz working towards more centralized processes.
 - iv. The two referenda on the spring ASUC ballot that passed were the Wellness Initiative Fee and the Giving Opportunities and Leadership Development (G.O.L.D.) Fee Referendum. The Bringing Life to the UC Berkeley Experience (B.L.U.E.) Fee Referendum did not pass. The next steps are Chancellor and UCOP approval.
 - Action item: Research campus-based fees at other UCs. Kerry said the Financial Aid and Scholarships Office has this information.
6. CACSSF approved Associate Dean of Students David Surratt as the new co-chair of the Student Fee Referendum Committee.
7. The following will be circulated via email in the coming weeks:
- Results of spring student survey
 - ASUC, CSF and GA spring 2015 budget recommendations
 - CACSSF’s website