

# CAL POLY

## STUDENT SUCCESS FEE ALLOCATION ADVISORY COMMITTEE MEETING

Thursday, April 26, 2012  
Conference Room 01-409

### MINUTES

Members Present:	Kiyana Tabrizi	Maryam Moeinazad
	Larry Kelley	Chris Li
	Kaitlin Harr	Rachel Fernflores
	Dan Marver	Joette Eisengart
	Brianna Mulligan	Kimi Ikeda
	Ashley Brooks	
	Victor Brancart	
Members Absent:	Samuel Frame	
Invited Guests:	Katie Morrow	
	Steve Rein	

#### **Call to Order**

Committee Chair Kiyana Tabrizi called the meeting to order and welcomed the members and guests.

#### **Review Executive Order 1075**

Mr. Kelley provided an overview of the CSU Chancellor's Office Executive Order 1075, the formal authorization establishing the Student Success Fee and defining the fee use and schedule. He noted that the document gives latitude in its definition and administration.

#### **Committee Purpose and Role**

Mr. Brancart reviewed the purpose and role of the Student Success Fee Allocation Advisory Committee (SSFAAC) as well as the purpose and breakdown of the fee (Agenda Items #3 and #4).

Mr. Kelley indicated that the Preliminary Student Success Fee Allocation template included in the agenda packet was used in the Student Success Fee campaign as an example; the Committee will create a template for use as a planning document.

Ms. Brooks requested clarification regarding the increased retention and graduation rates as being a primary purpose of the fee since Cal Poly is noted for its high retention rates. Ms. Tabrizi noted that support services could assist students since students on academic probation are not included in the retention rate. Ms. Brooks added that the weight could change throughout years to accommodate needs for retention.

### **Outreach Questionnaire**

Ms. Tabrizi explained that the Committee is seeking input from students to provide more direction by distributing a questionnaire, a mechanism for students to voice their opinion. It was noted that the Committee could add additional items to the questionnaire.

An informational message will be placed on the Cal Poly portal informing students about the questionnaire, and SSFAAC members are asked to remind campus constituencies to encourage students to visit the portal and complete the questionnaire.

Ms. Ikeda suggested the questionnaire voting category language be simplified. Mr. Li suggested adding descriptions and examples to each voting category. Ms. Harr responded that Agenda Item #4 examples could be added to the voting categories. She added that each category and example should be broadened for clarification, instead of broken down, in order that the SSFAAC not be committed to the specific examples cited.

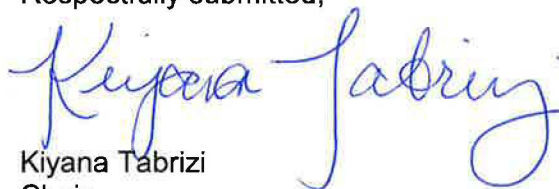
### **Next Meeting**

Ms. Tabrizi mentioned that the SSFAAC will summarize the questionnaire responses at the next meeting with a goal of filtering information and prioritizing needs to be forwarded to the Provost and vice presidents. For the first year, the Committee will act on issues most important in the survey input. In future years, the Committee can discuss additional outreach (club/colleges).

### **Adjournment**

There being no further business, the meeting was adjourned at 9:31 a.m.

Respectfully submitted,



Kiyana Tabrizi  
Chair