

CAL POLY

Student Success Fee Allocation Advisory Committee Meeting

Friday, February 9, 2018
Administration Building, Conference Room 133

MEETING RECORD

Members Present:	Riley Nilsen	Mitchell Collins
	Cynthia Vizcaíno Villa	Dustin Stegner
	Mark Borges	Kathleen Enz Finken - <i>absent</i>
	Samantha Seems	Ed Rainbolt – (<i>designee for Kathleen Enz Finken</i>)
	Gabi Trapani	Kathleen McMahon
	Denae Dupray	Derek Gragson – <i>non-voting</i>
	Abby Cavanaugh	Victor Brancart – <i>non-voting</i>
Invited Guests:	Juanita Holler	Debi Hill
	Jeff Dillion	Taylor O’Donoghue
	Christina Kaviani	
Meeting Recorder:	Cari Wilson	

Call to Order/Introductions

Co-Chair Nilsen called the meeting to order at 4:11 p.m. and requested the Student Success Fee Allocation Committee members and invited guests provide introductions.

Review/Approve Meeting Record

Motion to approve the 11/17/17 SSFAAC meeting record by Mr. Borges, seconded by Mr. Collins. Ms. Dupray noted her first name was spelled incorrectly. Motion passed by unanimous voice vote.

Student Success Fee Impact Report – Student Affairs, Academic Affairs

Ms. McMahon provided an overview of the 2016-17 Student Success Fee Impact Report for Student Affairs and answered questions posed by the committee. Mr. Rainbolt provided an overview of the 2016-17 Student Success Fee Impact Report for Academic Affairs and answered questions posed by the committee.

One-time Funding Request Presentations

Jeff Dillion, Facilities Management and Development, presented a proposal for upgrading classrooms:

Room	Capacity	Sq Ft	Room Total
10-111	38	580	\$32,094.00
10-115	38	564	\$27,894.00
10-124	48	1201	\$132,758.00
10-126	48	1202	\$132,758.00
10-200	41	630	\$29,340.00
10-201	32	484	\$46,487.00
10-220	58	891	\$37,734.00

10-221	45	662	\$33,468.00
10-222	35	667	\$30,648.00
10-223	49	860	\$35,196.00
10-225	43	656	\$32,904.00
10-226	43	644	\$32,904.00
10-227	54	827	\$36,606.00
10-231	56	993	\$37,170.00
		Sub-Total-	\$677,961.00

Facilities Management and Development will fund \$100,000 - [\$100,000.00]
 PROJECT TOTAL- \$577,961.00

Ed Rainbolt, Academic Affairs, presented a proposal for three new lecturer positions:

Salary	Benefits	Salaries & Benefits Total	Allocation Total
\$ 65,209	\$ 29,344	\$ 94,553	\$ 94,553 x 3 = \$ 283,659

Debi Hill and Taylor O'Donoghue, Student Affairs, presented a proposal for the Disability Resource Center Testing Space Remodel:

Item	Unit Cost	Quantity/Units	Item Cost
Carrel testing, copy, storage (demo & TI)	\$114	974 sq. ft.	\$111,036
Individual Testing (demo & TI)	\$114	386 sq. ft.	\$44,004
Construction Subtotal			\$155,040
Lockers	\$112	18 each	\$2,016
Carrels	\$502	36 each	\$18,072
Student Chairs	\$44	43 each	\$1,892
Connections Workstation	\$56	64 sq. ft.	\$3,584
Tram Counter	\$44	23 sq. ft.	\$1,012
Tram Table w/ 4 chairs	\$720	1 set	\$720
Interior window covering	\$188	1 each	\$188
FF&E Subtotal			\$27,484
Hard Costs Subtotal			\$182,524
Project Costs 25%			\$45,632
Contingency 15%			\$27,378
Escalation			\$1,826
Total Project Cost			\$257,360

Christina Kavani, Student Affairs, presented a proposal for an additional Safer Advocate and Marketing Materials:

Safer Victim Advocate and Marketing Materials	\$86,000
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(Presenters exit the room)

Discussion and Allocation

Discussions ensued amongst the committee regarding the One-Time funding presentations. A motion was made by Mr. Collins and seconded by Mr. Borges to allocate the following one-time funding:

- **Student Affairs:**
 - Disability Resource Center Testing Space Remodel: \$210,341
 - Safer Advocate and Marketing Materials: \$86,000

- **Academic Affairs:**
 - Three lecturer positions: \$283,659

Motion approved by a unanimous voice vote. A total of \$580,000 was approved.

Next Steps

Mr. Brancart proposed a meeting in the Spring to discuss base allocations and suggested extending the meeting time to an hour and a half.

Adjournment

There being no further business, the meeting was adjourned at 5:35 p.m.

Respectfully submitted,



Riley Nilsen, Co-Chair