Call to Order
Committee Co-chair Katie Morrow called the meeting to order at 11:10 a.m. and requested introductions from each attendee.

Approval of 11/14/12 Minutes
Co-chair Morrow asked the members for any corrections to the 11/14/12 SSFAAC minutes. With no changes identified, the minutes were approved as distributed.

Overview Student Success Fee Allocation Broad Categories and Priorities
Co-chair Morrow identified the three broad categories listed on the Student Success Fee Allocation Proposal for 2013-14 and requested input from the committee members with regard to the priority of these categories. Ms. Aguilar replied that the Learn by Doing category was moved to the highest priority in light of the outcome of the student vote.

Provost Enz Finken inquired if the Committee desired additional detail for each priority; no requests were expressed.

Review Recommendation of the Provost and Vice Presidents Related to the Use of Revenue in the Broad Categories
Provost Enz Finken stated that the proposal and status reports were reviewed by the Provost and Vice Presidents and their recommendation would include additional funding for the existing
category for “Access to Additional Classes” as well as funding for new proposals for “Technology and Digital Resources,” “CTLT: Writing Excellence Curriculum Coordinator,” “Graduate Student TA and GA Positions” and “Student Engagement: Inclusivity and Diversity”.

Ms. Aguilar suggested that funding for “Technology and Digital Resources” may dwindle with the purchase of upgrades and inquired whether the need could dwindle as well. Provost Enz Finken replied that there is an ongoing need and cost for technology and digital resources and added that another source of the funding will be necessary in the future.

Ms. Aguilar inquired whether the Writing Excellence Coordinator position was an expressed need from the faculty. Provost Enz Finken explained that, based on her experience, there is a concern across all disciplines with students’ writing skills.

Mr. Borgeson inquired whether the additional funding for “Student Engagement: Inclusivity and Diversity” will be earmarked for salary and support. Provost Enz Finken indicated that the funds will be used for additional operating costs.

Mr. Frame inquired about the current funding for the “Summer Institute” and “Upward Bound Summer Program”. Co-chair Kelley indicated that the funding for both programs was provided outside of the Student Success Fee.

Discussion/Action
Co-chair Morrow asked the members if there were any amendments to the proposal; no changes were identified. By unanimous vote, the Committee approved the proposal for consideration by the President.

Fall Quarter Student Success Fee Report
Provost Enz Finken noted that the funding to “Access to Additional Classes” made a huge difference this year. Mr. Abramson inquired whether an even distribution to all colleges will be made next year. Provost Enz Finken stated that funding was distributed where needed.

Ms. Aguilar inquired about the process for determining the highest needs for budget and classes. Provost Enz Finken replied that the Provost requests input from the Deans who confer with the Associate Deans and Department Chairs. She added that Predictive Scheduling will be implemented next year to assist with determining class priorities.

Ms. Eisengart reported that the Student Affairs programs are improving and expanding services as shown in the reports distributed to the Committee. She mentioned that future reports will include expenses for a full year, whereas current reports are for a partial year reflecting the inception date of the student success fee. Co-chair Kelley added that all reports will be posted on the Student Success Fee website.

Next Steps
Co-chair Morrow stated that the recommendation will be forwarded to the President for his consideration.
Co-chair Morrow suggested the Committee focus on student outreach to bring awareness with regard to Student Success Fee expenditures from this year as well as proposed allocations for next year. She added that the current Committee should advise the incoming Committee regarding recommendations and key priorities.

Mr. Borgeson inquired about obtaining a sampling of classroom upgrades to share with students. Provost Enz Finken replied that she would provide a schedule.

Co-chair Kelley suggested that the next Student Success Fee Allocation Advisory Committee meeting be scheduled in the next few months for the current committee to discuss providing transitional guidance and identifying key priorities to next year’s committee.

Mr. Borgeson suggested an email be sent to all students to share how 2012-2013 Student Success Fee allocations were spent.

(Subsequent to the 1/29/13 SSFAAC meeting, Provost Enz Finken provided the attached memo regarding classroom upgrade plans with Student Success Fee funding as requested.)

Adjournment
There being no further business, the meeting was adjourned at 11:47 a.m.

Respectfully submitted,

Katie Morrow
Co-Chair

Attachment