Student Fee Advisory Committee Meeting Minutes
Friday, September 21, 2018, Time: 2:30-4:30pm
Minutes taken by Danielle Currier-Graves

I. Meeting called to order at 2:50pm
   A. Motion made to suspend rules and vote Lori as acting Chair-passed

II. Roll Call
   A. Student members: Lori Francis, Jonathan Balzer, Katrice Woodard, Veronica Gayfield, Danielle Currier-Graves, and Jonathan Raj (Ex-oficio, Pres. USC)
   B. Faculty Members: Darin Baskin and Regina Wilson (Troy Jefferson and Dominique Brown arrived later)

III. Approval of previous minutes from 5/25/18
   A. Motion made to accept document provided at meeting as previous minutes-passed

IV. Unfinished business
   A. Election of officers to act until 10/1/8018
      a) Chair: Lori Francis
      b) Vice Chair: Danielle Currier-Graves
      c) Secretary: Katrice Woodard
      d) Treasurer: Jonathan Balzer
   2. Motion Made to nominate Darin Baskin as Faculty Co-Chair-Passed
   B. Meeting Time and Place
      1. Motion made to have meetings every third Friday of every month, at 9:00am, 3100 Main St, in a room TBD by Darin Baskin-Passed
   C. Changes to the SFAC/CAB Guidelines
      1. Changes to be drafted, then approved in an upcoming meeting

V. New Business
   A. New SFAC
      1. Running list of things to be considered in the new SFAC Constitution/Guidelines:
         a) Optional/rotational member to help meet quorum/with transitions
         b) Lowering quorum
         c) Define in clear terms what the report to chancellors should look like for future consistency and transparency
         d) Elucidate procedure for rollover funds
         e) Training/shadowing for future members to ensure consistency
         f) Making all documents relevant to the SFAC readily available to the students with the help of the Co-Chair
         g) Raising the student fee to $2
         h) Changing the 50/50 split
         i) Addition of Faculty Co-Chair to Officer Position
   B. Recommendations for Allocation of Student Fees FY19
      1. Troy reports that the district level-money has been disbursed to the college-level accounts so they can continue normal operation
      2. Will include these recommendations in introductory letter to Chancellors
   C. Student Fee Rate Recommendations
      1. Suggested raising rate as noted in running list
      2. Need to provide evidence of student support!
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D. SFAC 2018-19
   1. Officers for the new year:
      a) Chair: Danielle Currier-Graves
      b) Vice-Chair: Jonathan Balzer
      c) Secretary: Katrice Woodard
      d) Treasurer: Lori Francis
      e) Co-chair: Darin Baskin

E. Expectations/Strategy Going Forward
   1. Send introductory/expectation letter to admin
   2. Google docs to be used for now, until the Outlook HCC.SFAC email is up

VI. Reports tabled-- no committees or officers prior to this meeting

VII. Concerns/Announcements
    A. Need to clarify if/how Honors’ College and organizations like it can access CAB money, maybe have a specific box on the form

VIII. Meeting time and date set for the third friday of every month, 9am at 3100 Main

IX. Meeting Adjourned at 4:44pm