

CHANCELLOR'S STUDENT SERVICE FEE ADVISORY COMMITTEE
University of California San Francisco

February 28, 2022

CHANCELLOR HAWGOOD

RE: Recommended 2022-23 Student Services Fee Allocations

We are writing to inform you that the Chancellor's Student Services Fee Advisory Committee (SSFAC) performed its annual review of the programs and activities funded from the Student Services Fee (SSF) revenue. We ask for your approval of the following budget adjustment recommendations:

1. Provide a recurring increase of \$78 to Family Services to cover an increase in costs for the Child Care Referral Service, and a temporary allocation of \$48,372 to fund backup child care for student parents through Bright Horizons for the third year.
2. Fund all other units at their 2021-22 levels with a 3% recurring increase to allocations that cover personnel costs to assist units with salary and benefit increases.

The total expense budget of **\$3.78 million** would be funded from the SSF projected revenue of **\$3.10 million**, the current Chancellor's subsidy of **\$646,000**, and SSF fund reserves.

The committee was made aware that a fee increase of approximately 2% to student services fees is expected for 2022-23 that would result in an increase to budgetary capacity which would help address escalating personnel costs.

The table below summarizes the committee's funding recommendations for 2022-23.

Program Title	2021-22 Base	Recommended Adjustments to Base	Recommended Temporary Allocations	Recommended 2022-23 Budget
Wellness & Community	\$68,144	\$2,044	\$	\$70,188
Fitness & Recreation	222,327	6,670	-	228,997
Family Services	1,558	78	48,372	50,008
Graduate & Professional Student Assoc.	20,247	-	-	20,247
Student Health & Counseling Services	1,952,271	58,568	-	2,010,839
Student Life	598,521	17,956	-	616,477
Career & Professional Development	499,131	14,974	-	514,105
Council on Student Fees Travel Costs	2,000	-	-	2,000
SSFAC Expenses	3,500	-	-	3,500
Return-to-Aid (Estimated)	236,505	-	-	262,637
Total	\$3,604,204	\$100,290	\$48,372	\$3,778,998

CHANCELLOR'S STUDENT SERVICE FEE ADVISORY COMMITTEE
University of California San Francisco

Background

During the planning process, the SSFAC asked programs and activities funded by and/or requesting Student Services Fee funds to:

1. Assess and report on student access to and utilization of services with the data segmented by campus location.
2. Describe efforts to assess the current needs of students, consider essential unmet needs, and disclose underutilized services from which funding may be reduced and potentially diverted to different programs and services that can better serve the current needs of students; and
3. Present ideas about better collaboration between units to achieve operational efficiencies while still offering the same level or better service to students.

Responding units completed a proposal template with the following information:

- Description of department's mission and goals
- Organizational chart
- Summary of the budget requested, with explanations for any difference in amount from prior year, with conditions for temporary requests explained
- Description and illustration charts summarizing both prior year and next year's fund sources and expenses, by type, including highlights of any changes to unit's programs and services as compared to previous years
- Description of the department's outreach efforts informing students of its services
- Address service changes as a result of the pandemic
- Student feedback, e.g. program evaluation results, survey results, testimonials

Additional Recommendations

The committee also made the following general recommendations:

- The committee had a general recommendation to all units that 3-year trend data be provided to next year's committee as COVID-19 likely had an impact on student usage and participation for each of these units.
- The committee expressed their satisfaction with how several units have pivoted well during the pandemic, especially Student Life and the Office of Career and Professional Development.

Please contact us if you would like any additional information regarding these recommendations or the Committee's work. The names of the committee members and ex-officio staff contributing to this effort are attached.

Finally, the Chancellor's Student Services Fee Advisory Committee appreciates the continuing support of UCSF leadership necessary for sustaining and enhancing the quality of student life at UCSF.

CHANCELLOR'S STUDENT SERVICE FEE ADVISORY COMMITTEE
University of California San Francisco

Thank you for your support,

DocuSigned by:



53D34C71F6DE477
Woodger Faugas
School of Medicine
Student Co-Chair

DocuSigned by:



4282AF51DFBA40F
Jennifer Kinder, DPTSc, PT, MS
Physical Therapy Program
Faculty Co-Chair

I approve the Committee's funding recommendations for 2022-23.

DocuSigned by:



80441AD54AA946D
Sam Hawgood, MBBS
Chancellor
Arthur and Toni Rembe Rock Distinguished Professor

CHANCELLOR'S STUDENT SERVICE FEE ADVISORY COMMITTEE
University of California San Francisco

Student Services Fee Advisory Committee Roster
2022-23 Cycle

Student Members

Name	School
Woodger Faugas (Chair)	School of Medicine
Gurbinder Singh	School of Medicine
Jeanmarie Gonzalez	Graduate Division (BM)
Jane Vosteen	Physical Therapy
Nam Nguyen	School of Dentistry
Hoang Dang	School of Dentistry
Leila Lu	School of Pharmacy
Diana Do	School of Pharmacy
Alina Luk	School of Pharmacy
Cody Stroupe	Graduate Division

Staff Members

Name	Representative
Jennifer Kinder, DPTSc, PT, MS	Physical Therapy Program
Alece Alderson	Student Academic Affairs
Matthew Tout	Student Academic Affairs
Jennifer Rosko	Student Academic Affairs
Shauna Strong	Campus Life Services
Jennifer Mannix	Campus Life Services
Taylor Mayfield	Budget & Resource Management

Certificate Of Completion

Envelope Id: CE9E3EA683B64219A1721FCDD3C19359

Status: Completed

Subject: Please DocuSign: 2022-23 SSFAC Recommendation Letter.pdf

Source Envelope:

Document Pages: 4

Signatures: 3

Envelope Originator:

Certificate Pages: 2

Initials: 0

Taylor Mayfield

AutoNav: Enabled

EnvelopeD Stamping: Disabled

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

1855 Folsom St

Suite 566

San Francisco, CA 94103

Taylor.mayfield@ucsf.edu

IP Address: 128.218.42.114

Record Tracking

Status: Original

Holder: Taylor Mayfield

Location: DocuSign

3/9/2022 10:46:47 AM

Taylor.mayfield@ucsf.edu

Signer Events**Signature****Timestamp**

Woody Faugas



Sent: 3/9/2022 10:49:07 AM

woody.faugas@ucsf.edu

Viewed: 3/12/2022 10:10:11 AM

Medical Student/Researcher

Signed: 3/12/2022 10:11:24 AM

Security Level: Email, Account Authentication

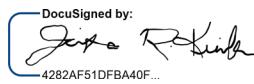
Signature Adoption: Drawn on Device
Using IP Address: 73.223.188.112

(Optional)

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Jennifer Kinder



Sent: 3/12/2022 10:11:25 AM

jennifer.kinder2@ucsf.edu

Viewed: 3/16/2022 3:17:59 PM

University of California, San Francisco

Signed: 3/16/2022 3:25:22 PM

Security Level: Email, Account Authentication

Signature Adoption: Drawn on Device
Using IP Address: 67.170.207.23

(Optional)

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Sam Hawgood, MBBS



Sent: 3/16/2022 3:25:22 PM

Brenda.Gee@ucsf.edu

Viewed: 3/16/2022 5:30:32 PM

Chancellor

Signed: 3/22/2022 11:49:16 AM

University of California, San Francisco

Signature Adoption: Uploaded Signature Image
Using IP Address: 128.218.42.137

Security Level: Email, Account Authentication

(Optional)

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

In Person Signer Events**Signature****Timestamp****Editor Delivery Events****Status****Timestamp****Agent Delivery Events****Status****Timestamp****Intermediary Delivery Events****Status****Timestamp****Certified Delivery Events****Status****Timestamp****Carbon Copy Events****Status****Timestamp**

Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	3/9/2022 10:49:07 AM
Certified Delivered	Security Checked	3/16/2022 5:30:32 PM
Signing Complete	Security Checked	3/22/2022 11:49:16 AM
Completed	Security Checked	3/22/2022 11:49:16 AM
Payment Events	Status	Timestamps