



## *Student Fee Review Board*

To: Budget Leadership Team  
Chair, Provost/EVP Chaouki Abdallah  
Chair, Executive Vice President David Harris

Cc: University of New Mexico President Robert G. Frank  
University of New Mexico Chief of Staff Amy Wohlert

From: Student Fee Review Board  
Chair, ASUNM President Rachel Williams; and  
Vice-Chair, GPSA President Texanna Martin

Date: 1 December 2014

Re: Final Recommendations of the Student Fee Review Board (SFRB)

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### **The Student Fee Process**

During the summer of 2014, the SFRB Chair, ASUNM President Rachel Williams and SFRB Vice-Chair, GPSA President Texanna Martin diligently worked with their staff and members of the SFRB to change components of the SFRB application process. From that work, the Board developed and voted on amendments to the SFRB policy (policy 3010) to accommodate the accelerated timeline agreed upon last year with UNM President Frank. Additionally, the Board critically considered procedures units use when applying, and where appropriate streamlined processes to simplify the application and make application material as useful as possible to the Board.

Presidents Williams and Martin met with units over the course of the summer to communicate changes to the application timeline and process as well as discuss with units the resources each offer to students. The SFRB, additionally, outreached to prospective units by holding various information sessions to convey details and answer questions. These events were coordinated through the efforts of the chairs and insight from past SFRB members.

The SFRB received 33 applications for student activity fees this year. The applications each delineated the full budget of the organization, including all revenue streams and expenses, and specified the line items that student fees were to cover. The budget forms used were updated this year as part of the overhaul that took place starting in summer. Additionally, the applications answered 10 questions (reduced from 20) designed to elucidate the impact of student fees for each organization. In an attempt to streamline the process, the combination and removal of questions has led to a significant decrease in overall application requirements and total pages were limited to 10.

The SFRB held 30 and 45 minute hearings for each of the organizations, providing an avenue for board members to address specific budget questions with the applicants; this constituted a fifteen minute section for presentation and either a 15 or 30 minute section for question and answer depending on whether units exceeded the \$400,000 established threshold. Additionally, two separate two-hour student forums were held to receive student input related to the applications for student fees received by the SFRB. After multiple days of deliberation and reconsideration the voting members of the Board unanimously agreed upon the following recommendations.

### Preliminary Recommendations

The Board recommends that Student Activity Fee this year total \$32,606,640, an increase of \$404,186, or 1.26%, over last year's fee amount. We understand that student success and accessibility to UNM is driven by tuition and fee costs. Each increase recommended here is justified only for the specific programs or facilities that we believe support a variety of student activities that enhance the academic and intellectual environment at UNM and should advance student learning and support the mission of the University. However, we believe that programs that support academic recruitment, as well as academic needs, should be funded through Instruction and General lines. The Board does not recommend any increases beyond those listed here.

**Below are the departments who received the same amount allocated for Fiscal Year 15, an incremental increase, or slightly less at their request.**

Requesting Entity	FY 16
Athletics	\$4,000,000
Student Health & Counselling	\$4,648,295
Children's Campus	\$384,532
Student Government Accounting Office	\$180,929
LGBTQ Resource Center	\$133,764
American Indian Student Services	\$98,250
African American Student Services	\$91,768
Music Bands	\$74,165
El Centro de la Raza	\$166,872
Career Services	\$32,858
Theatre & Dance	\$32,133
COSAP	\$19,234

## **Recommended Increases in Funding for FY16**

### **New Mexico Union (Student Union Building) (Increase - \$167,060)**

The Student Union Building (SUB) is an on campus hub where student spend time studying, eating, and meeting as formal and informal groups. The building offers free space to chartered student organizations as well as a myriad of services to enhance the college experience and engage students. This year the SFRB chose to fund both one time requests, one for ballroom projector technology and one for outdoor signage, at \$0. The SFRB determined these to be non-essential for student success this year. The SFRB was able to further decrease the SUB request by \$384,000 from the original request by decreasing from areas that could bare to remain constant or operate with a slight increase in funding. Overall, the SFRB saw a need to increase funding to the SUB to continue the maintenance and develop the building and its offerings. **SFRB recommends that we increase the funding to the Student Union Building in FY16 by \$167,060 to \$2,410,960**

### **University Libraries (Increase - \$25,353)**

University Libraries provide a service essential to the academic success of students, as well as the success of UNM's research mission through the easy access of electronic journals and publications. However, as these materials align more with I&G in support of academic development, the SFRB recommends a swap of I&G and student fees for services provided by University Libraries. As student fees are currently allocated for the support of employment positions and computer equipment within other funded entities, the Board recommends the funding of budget items (Line 4: Student Employment & Work study, Line 5: GA/TA/RA, and Line 18: Computer Equipment, & Line 20: Extended Hours for Zimmerman). Existing line items (Line 16: Library Acquisitions Journals) currently funded through student fees would therefore be swapped to I&G funding. In full, **the SFRB recommends funding of University libraries in the amount of \$807,139** representing an increase to University Libraries budget in FY16 of \$25,353.

### **Information Technologies (Increase - \$106,093)**

As the primary provider for student technology services on campus (computers, print services, wireless, and more), the SFRB recognizes IT for their effort to provide services needed to be productive and successful in teaching, learning, and research at UNM. The SFRB recommends an increase of \$106,093 to IT funding to provide for more student employment opportunities. **Recommended budget total of \$2,000,000.**

### **Center for Academic Programs and Support (Increase - \$56,660)**

As a learning assistance center, CAPS currently provides tutoring to approximately one third of UNM students. Furthermore, those who utilize CAPS have been shown to thrive academically through higher grades and increased graduation rates compared to non-

users. With this in mind, the SFRB recommends an increase in student fees to support the growth of CAPS. This increase is intended to provide more student employment opportunities (118 → 150 student employees and 3 → 4 graduate assistantships) and tutoring hours for UNM students (28,000 → 36,000 available tutoring hours). However, in an effort to focus on academic support, the SFRB is recommending a slight reduction in funding for food (\$1,300). The SFRB commends CAPS in continuing to provide for student success to a greater segment of the population and providing more UNM students with meaningful employment that aligns with their studies and professional goals. Overall, **the SFRB recommends an increase of \$56,660 to fund CAPS in FY16 at \$338,036.**

### **UNM Public Events (Popejoy Hall) (Increase - \$15,000)**

Popejoy means so much to University and Albuquerque communities. The Board voted unanimously to recommend Popejoy at the amount funded for FY15 but also to move the one-time request of \$15,000 specifically for TEDxABQ discount tickets to a recurring request. Students appreciate the efforts of Popejoy in bringing the biggest shows to Albuquerque but moreso making it affordable for students. The Board therefore recommends an increase in Popejoy's request of \$15,000 to show student support for TEDxABQ bringing the **overall total to \$180,000.**

### **Women's Resource Center (Increase - \$1,000)**

The SFRB strongly supports the programs of the Women's Resource Center and therefore decided to include the \$1,000 allocation in one-time funded for FY15 in FY16 recurring. The Board therefore **recommends the WRC be funded at \$108,909** and increase of \$1,000.

### **Community Engagement Center (Increase - \$35,520)**

The Community Engagement Center has provided student jobs in addition to 150 student scholarships. These same students also experience hands on civic service. In the past, the CEC has deservedly received funding from the Kellogg Foundation. However, the Kellogg Foundation is requesting that the University match funding. **SFRB recommends that we increase the funding to the CEC in FY 16 by \$35,520 to \$115,000.**

## **Not Recommended for Funding for FY 16**

### **Accessibility Resource Center**

The SFRB recognizes individuals with disabilities as an integral part of a diverse community and is committed to the provision of resources in order to create equitable, inclusive, and practical learning environments. The SFRB also recognizes the commitment of the Accessibility Resource Center in providing educational assistance to student with disabilities through class resources such as notes. However, the Board sees the practical problem of a decreasing note taking applicant pool as an issue not of funding, but of advertising, and would like to see a strategic plan for recruitment and marketing strategies

in order to provide students other reasons to join the program and help their fellow students.

### **Dean of Students Office**

The SFRB would like to recognize the Dean of Students (DOS) for their creative proposal seeking to engage students in the “out-of-classroom” experience. However, this Board does not see itself as an investment entity, and therefore cannot make decisions based on return on investment. With the likelihood of increased fees, as well as the recognized potential to earn revenue through advertising and licensing fees, the Board recommends the DOS seek outside funding for this project. Alternatively the Board recommends internal collaborations with UNM departments and students in order to begin to design this application. In order to better determine the effect of such an application on student life, the Board also recommends conducting a survey of students, with a special effort to reach commuter students.

### **Sustainability Services/Green Fund**

The SFRB determined that the Green Fund should be funded at \$0 given the funds inability to report back on successful student initiated projects due to changes in the SFRB timeline. Last year, the Board funded the pilot project with the understanding that the Office of Sustainability would have a report ready to present along with this year’s request. Unfortunately, given the timeline change to the SFRB this year, the Green Fund was unable to solicit and complete student led projects. The SFRB recommends that the Green Fund continue to look for additional outside funding and encourages the fund to consider allocating the \$50,000 over a two year period to prevent a gap in funding sustainability projects. The SFRB welcomes future applications for funding from the Office of Sustainability Services accompanied by evidence of prior funding’s impact.

### **Student Patrol**

The SFRB determined that the Student Patrol should be funded at \$0 out of concerns for student safety and necessity for such a program during daytime hours. Board members showed initial hesitation when presented with the proposed model for high traffic hours included as part of the program. The Board further questioned whether the program could lead to potential safety issues for student patrol members should they not receive proper training. Ultimately, the Board was not in favor of funding and encouraged the applying unit to consider whether the impact of such a program could be increased if the hours of services were modified to later times during the evening and at night.

### **Recreational Services – One Time Request**

The SFRB determined that the Recreational Services One Time funding should be funded at \$0 out of concerns that the funding was planning and not the actual facility. Students understand that this is an important proposal, there was a request that this project seek funding from the University and resubmit a proposal for next year with more concrete

information. The space Recreational Services is looking at should also be reserved in preparation for future development of the proposal.

## **Recommended Decreases in Funding for FY 16**

### **Project for New Mexico Graduate Students of Color (PNMGC) (Decrease - \$18,000)**

The SFRB recognizes the importance of PNMGC in reaching out to students of color at UNM. However, when considering budgetary items, the Board felt that expenses for food and banquets were too high in comparison with budgetary allocations to similar groups. As such, the SFRB recommends maintaining funding for PNMGC with reductions in catering and banquets (Faculty of Color Awards) of \$8,000 and \$10,000, respectively. This reduction does not reflect a lack of support for PNMGC, but rather a decision by the Board that closer fiscal spending on such items would allow for a balance to allocation for new organizations focused on academic support. Therefore **the Board recommends a \$18,000 decrease in PNMGC's FY15 allocation of \$74,000 to a total \$56,000.**

### **Global Education Office (Decrease - \$19,200)**

One of President Frank's 2020 goals is to increase UNM's global lobo experience, and the Global Education Office has taken significant steps to achieve that goal. **SFRB currently recommends funding GEO at \$49,864 a reduction of \$19,200** FY15 with excess funds up to \$58,500 (\$35,000 study abroad & \$14,864 OIPS) to be funded out of GEO's reserves. This allows for new programs to continue to be funded until effectiveness of the study abroad program can be determined and reported in FY17 application, as well as encouraging GEO to commit to OIPS programming. SFRB supports GEO in all of its programs. Given GEO's large reserve, the Board also recommends students not be turned away from scholarship opportunities while surplus funds exists.

## **Requested Decrease in Funding**

### **KUNM Radio (Decrease - \$6,748)**

KUNM requested a decrease of \$6,748 in their FY16 application from the FY15 allocation of \$68,970 to a **recommended amount of \$62,222.**

### **Recreational Services (Decrease - \$8,552)**

Recreational Services requested a decrease of \$8,552 in their FY16 application from the FY15 allocation of \$859,256 to a **recommended amount of \$850,704.**

## **Recommended One-Time Funding for FY16**

### **University Libraries (Funded - \$68,000)**

The Board recognizes the tremendous support University Libraries give to student. However, in deliberating the one-time request of this unit, the Board felt that funding being requested can be prioritized and opted to fund lockers for graduate students in Zimmerman and Centennial Libraries, and purchase one KIC Bookeye Color Scanner/Copier. **A total amount of \$68,000.**

### **Information Technologies (Funded - \$50,000)**

IT is one of the biggest contributors to student access. While we do acknowledge this fact, the Board took into consideration limited funding and the need to be discretionary with fee increases, and therefore **recommended funding at \$50,000** instead of the \$100,000 one-time requested for a pilot student equipment (laptops, tablets, eReaders, and other technologies) checkout program for student use on campus.

### **LGBTQ Resource Center (Funded - \$8,500)**

The LGBTQ Resource Center applied initially for \$12,500 for the purpose of replacing stolen computer technology, student scholarships, and funding for a branch resource center in Gallup. Upon consideration and communication with the LBGQT Resource Center it was determined the lost computers could be replaced through currently unused stock; that came from GPSA and IT surplus. Additional reductions were made to the one-time request on the line item of supplemental funding to the prospective Gallup branch campus. The SFRB recommends the **LGBTQ Resource Center be funded in FY16 at \$8,500**. This represents a one-time increase in FY16 of \$5,000 from FY15's allocation of \$3,500.

### **College Assistance Migrant Program (Funded - \$35,000) - First Time Applicant**

As a new applicant to the SFRB, CAMP is seeking funding for support of the Rural Student Project, assisting rural students in transitioning to higher education. As it is recognized that these students exhibit financial hardship and an unfamiliarity with an urban culture, they are often not as prepared for higher education as their urban counterparts. As a new program, the SFRB is unable to provide the full amount of funding requested. However, as a recognition of the need for such a program on campus, the **SFRB recommends financial support for FY16 in the amount of \$35,000.**

### **College Enrichment Program (Funded - \$25,000) - First Time Applicant**

As a new applicant to the SFRB, CEP is seeking funding for the University Community Research Initiative (UCRI) which aims to advance student engagement in research and community involvement, while preparing students for graduate and professional opportunities. The proposal to stimulate and promote undergraduate research while preparing students for educational success through academic tutoring, research instruction, and mentoring is well justified. However, the Board would like to see a detailed application process and clear criteria for applying provided in future applications. As a recognition of the need for such a program on campus, the **SFRB recommends financial support for FY16 in the amount of \$25,000** (\$16,000 graduate assistantships and \$9,000 scholarships). The Board also recommends CEP look into need based financial aid, set aside by tuition increases, for obtaining funding for their applicants.

### **Graduate Resource Center (GRC) - (Funded - \$127,125) - First Time Applicant**

As a new applicant to the SFRB, the GRC provides significant services to graduate students that allow them to negotiate eventual completion of masters and doctoral degrees. The center relies heavily on student employment to be able to offer the types of services and programs necessary. GRC applied for the first time this year to pay for student employment positions that would no longer be being covered by grants. The SFRB feels strongly toward student employment opportunities within units. The SFRB feels that the GRC should be able to seek other funding opportunities to supplement the budget reduction. **SFRB recommends that we fund the GRC at \$127,125, a reduction of \$15,000 to this first time requesting unit.**

### **El Centro de la Raza (Funded - \$24,389)**

The SFRB is thankful for the work El Centro de la Raza does in recruiting, training, and supporting Chicano students on campus and providing a diverse cultural community for the University. As part of the current programming offered within El Centro, the Lobos Unidos program provides support to underrepresented, low income, and rural students by assisting them to understand how to be successful at the university level. As the external funding for the Unidos Project is scheduled to expire in September 2015, the **SFRB recommends an increase of \$24,389 to fund the 8 student employment positions within the Lobo Unidos program on a one-time basis.**

### **Student Activities Center (Funded - \$41,100)**

The SFRB is grateful for the services provided by the Student Activities Center (SAC). The SAC knows the heartbeat of the students and provides services to a diverse set of student interests. In order to continue serving UNM's diverse student population, the SAC required a marketing position. The SFRB is excited at the opportunity to fund a position designed for promotion and outreach. The Board therefore recommends that fund the SAC at a one-time amount of \$41,100, a \$14,000 increase from the **FY15 one-time allocation of \$27,100.**

## **Recommended Funding with Specific Changes for FY16**

### **Parking and Transportation Services (Recommended - \$50,000)**

The SFRB acknowledges the importance and significant benefit to students the bus pass sticker provides. The program is highly utilized and is provided at a reduced cost, allowing students access to campus and around Albuquerque. This year the SFRB received feedback from PATS that it would be possible to change the funding model to accommodate a consistent request of \$50,000 on a recurring basis rather than \$100,000 biannual one-time funding. With this in mind the SFRB recommended a budget decrease of \$50,000 and a reclassification of funding from one-time to recurring. Overall, SFRB recommends that we decrease **Parking and transportation services in FY16 by \$50,000 to \$50,000**

The Student Fee Review Board is grateful for the opportunity to have open dialogue with entities on campus that directly support student success. We are confident the recommendations offer a responsible increase to student fees by serving the best interests and needs of our students. We look forward to engaging in constructive conversations with the Budget Leadership Team and hope that the team will sincerely consider funding requests at the recommended figures. We believe that the timeline shift as well as the changes to the application process have been successful and meaningful to the units. While the new deadline inhibited certain units from providing significant evidence of last year's funding supporting students, it will be helpful for the long-term.

### **Overarching**

Next Year's Applications to include:

- Increase in funding, surplus per year
- Overall surplus & justification of surplus

The Board recommends a carryover of \$232,677.62 in our one-time account. Surplus is reserved by the Board in case of possible shortfalls in future budget cycles. Any budget expenses from SFRB reserves in FY16 for budget shortfalls should be discussed with SFRB at the beginning of FY16-17. Likewise, any excess budget reserves should be reserved for spending by the Board for one-time initiatives in FY17.

SFRB Student Activity Fee Recommendation **FY16: \$32,606,640 (Recurring)** and  
**\$32,985,754 (Recurring and One-Time Funding)**  
(Expected **Fee Increase for Recurring Funding: \$404,186, or 1.26% FY15**)



## *Student Fee Review Board*

### **Board Membership**

Rachel Williams	Chair, ASUNM President
Texanna Martin	Vice-Chair, GPSA President
Earl Shank	Undergraduate
Brad Sedillo	Undergraduate
John Garrity	Undergraduate
Nadia Cabrera	Undergraduate
Divana Olivas	Undergraduate (Alternate)
Wayne Thorpe	Graduate
Valentine Fisher	Graduate (Alternate)
Matthew Rush	Graduate (Alternate)