**Student Fee Review Board (SFRB) Meeting Minutes**

October 10, 2021, 8:00 am – Hearing C

Zoom Meeting: https://unm.zoom.us/j/96621851551

1. Opening
2. Call to order
	1. Chair calls meeting to order at 8:01am.
3. Roll Call

**Present**

1. Vita
2. Eric
3. Greg (Zoom)
4. David
5. Ian
6. Krystah
7. Shaikh
8. Veronica
9. Chenoa

**Absent**

1. Sarah
2. Approval Minutes
	1. Tabled until next meeting.
3. Approval of Agenda
	1. Motion to approve the agenda. Motion passed.
4. Preliminary Business
	1. Opening Remarks
		1. None.
	2. Public Comment
		1. None.

III. Business

a. Hearings

 i. Popejoy

Fabianna Tabeling: Thank you for having us. Popejoy Hall is the largest venue of the Department of Fine Arts.

Patricia O’Connor-Navrot: I am going to give history of Popejoy. It started when CABQ and local leaders worked with the University to allow Popejoy to serve as UNM’s handshake with the community. Our mission is to make performing arts and programming accessible to everyone in Albuquerque. We are bringing in programming such as Hamilton and Mean Girls, but we present to over 2000 patrons a year. We host a schooltime series, and we hear from many students that this is one of their first experiences at UNM, specifically a positive experience. We also have a volunteer program with over 300 volunteers, over 17,000 hours of service. Our volunteers are mainly retirees. There are also community users of Popejoy including: UNM Music, white coat ceremonies, graduations, convocations, etc. We also have student involvement in administration, operations, and marketing. Two of our staff members are pursuing graduate degrees. We will now play a video that we’ve shown for campus experience presentations, and it’s made and produced by students.

Fabianna Tabeling: FY20 was last year we had shows in theatre. We sold over 2000 student subscription tickets and over 1000 single tickets. Due to COVID-19, 5 shows were rescheduled. FY21, we were awarded $40,821. FY22 we were awarded $40, 821. We are now currently reopening and have been selling student subscription tickets. FY23, we are requesting $40, 821 for student subscription tickets. Close of FY21 balance was $111, 959.21. We currently have $41, 845.71 to be used for Hamilton single tickets and other shows. Yesterday, we sold over $3000 in tickets for Hamilton. We expect to fully use the remainder, because this week we’re opening up student tickets to Mean Girls, Anastasia, Hamilton, and many more.

*Questions:*

David: We will move into questions. In the video, it said that discount is available when student fees are available. Can you elaborate on that?

Patricia: Students will have to pay tickets at full price without student fees. When we have money available, we will subsidize shows.

Eric: What’s the percentage of the student discounts for performances? Broadway vs. non-Broadway?

Fabianna: Discount applies to every show for every student when there are student fees available.

Ian: Thank you for coming. I was curious about the balance forward money being allocated this year. Do you expect for all remaining funding to go out?

Fabianna: Yes, as we get closer to Hamilton, we expect that all tickets will be purchased, and we expect to use this funding.

David: What have you been doing in response to COVID-19?

Patricia: We have implemented air filtration, enhanced cleaning, we will enforce indoor mask mandate (regardless of state mandate), staff and volunteers will be vaccinated, touring shows will be vaccinated, or showing a negative PCR result.

Motion to recess until 8:45am. Seconded and passed.

Chair calls meeting back to order at 8:46am.

ii. Children’s Campus

Daniela:  We are a 5 star national accredited early childhood program. We serve students, staff & faculty, grant funded, operating at 76% capacity, and licensed for 271 children. Over 1900 children are on waiting list. Here is our waiting list history. Fall 2021, 42% of the waiting list were student families broken down to 61% graduate and 39% undergrad. Fall 2021, enrollment of Children’s Campus breaks down to 53% staff, 43% students, and 4% community. The full cost of care is $1400/month, and students receive discount to $1059/ month with student fees. We have received external sources of revenue and have worked to diversify methods of revenue – 38% revenue is from parent/child tuition, and 9% student fees. We also receive grants, and these grants have specific requirements. We do offer wrap around services if families that qualify in PreK program need additional care. CACFP is a reimbursement program for us. We receive 14% of funding from ISD, which is income support, and helps us offset the cost of care for various families.

Lisa: We surveyed and looked specifically at UNM. Student parents represent approximately 22% of students in the U.S.. A Spring 2015 survey revealed 51% of students participated were student parents. 80% that self-identified were not enrolled in Children’s Campus. We offer other student services to parents that can’t get into our program. We are involved with Academic Activities – research, practicum assignment, observations, internships, etc. We partner closely with nursing department and dental clinic. CON students support coming to Children’s Campus. We are looking at parents’ need and establishing on site clinic as well. We have the NM Lab School Collaborative – grant writing, shared resources, advocacy, training opportunities, collaboration & partnership opportunities. We also have the Student Parent Resource Center which includes a student parent study space, student parent resources, toy lending library, student parent education, and family engaging events. 84% of UNM students surveyed said it was important to offer the Student Parent Resource Center. We work with recruitment, retention, and graduation. We once had a student that was part of children’s campus, and later attended and graduated from UNM.

Eric: We are approximately 50/50 in funding for salaries. The difference in work between student employees and staff accounts for the difference in salaries.

Lisa; Student employees are different in scheduling and responsibilities. They have a flexible schedule, especially when needing to complete schoolwork or finals. Students work between 14-28 hours/week. Classroom supervised by other staff members, but students are there to support the daily needs of the children. Student employees are not responsible for implementing curriculum. Staff usually work 8am-5pm– 8-5, are usually supervising students, and are usually part of a teaching team.

Ian: I was curious the ratio between undergraduate to graduate student employees.

Lisa: It just depends. I have been hiring student employees for 14 years, and I have not noticed a trend. Many employees result from word of mouth.

David: Who gets priority of using your services? What is the process of waitlist?

Daniela: Student families receive priority, children of children’s campus employees, then we work to enroll as many remaining students.

Motion to recess until 9:30am. Seconded and passed.

Chair calls meeting back to order at 9:30am.

iii. African American Student Services

Brandi Stone: I’m going to show video about the center under COVID-19 regulations. We provided over 30+ digital/hybrid developmental programs, attended three national conferences, 202 students maintained 3.5 GPA, 166 students graduated during 20-21 academic year, 80% felt represented in programming. 31.92% first generation status, 3.23 cumulative GPA, 97.05% return/graduate rate. We hosted programs every semester.

Danielle Kirven: We also host a summer bridge academy. In Summer 2021, we had 14 students participate. They receive academic credit, pre-college exposure, student identity/leadership development, and Black Community engagement. We have hosted a virtual open house for students in ABQ, Moriarty/Edgewood, Santa Fe, Las Cruces, Clovis, Hobbs to encourage students to apply to UNM.

Brandi Stone: We also work with various black student organizations, many in Greek Life. We’re helping students navigate their identity and want them to explore. We have hosted the Welcome Back BBQ that costed around $5000 with food and entertainment. We also have Black Overt Student success which is a first-year mentorship program and ZEAL which is student athlete mentoring.

J. Gourdin: We also have Graduate and Professional School Navigation to provide opportunities to share work of Black graduate students. Lobo Agents is collaboration with LGBTQ Resource Center to provide students interested in commitment to equitable social change. We want to spark conversation with students about social justice. Asé operates based on restorative justice and allowing for conversations to contribute to your own wellness and world.

Brandi Stone: We are currently not hosting a Black Cultural Conference due to lack of staff.

J. Gourdin: We offer student retreats and focus groups – looking critically on how to serve transfer students.

Brandi Stone: We host a Research Symposium. We use SFRB funding to help fund this initiative. We also have the Black Graduation and Award Ceremony which allows us to give back to black graduates. There’s also the Black Living Learning Community in Coronado. Most of our budget for SFRB is for GA and employee salaries, but the remainder of money will help fund our programming.

Questions:

Ian: I was curious about Student Swards and Scholarships. What is selection process for scholarships?

Brandi: There’s an application form on our website, with questions asking: how can funding allow you to be successful in school, how can you contribute to AASS and the Black community. We’ve been able to fund everyone with at least $200. We like to provide small stipends when we’re able to provide additional support.

Eric: How many students do you plan on hiring?

Danielle: We currently have four students in office and one student in student engagement.

Eric: How many are work study?

Brandi: 2-3. We are looking for more in the spring to support Black History Month programming

Eric: How many Black students at UNM are affiliated and/or seek out your services?

Brandi: We have 500 students that walk in, and our professional staff are doing intentional outreach. We call every Black student at least three times a year.

Danielle: We use social media to connect with Black community on campus. We provide information and resources through there.

Shaikh: What does it look like for arrangement of events, specifically what collaborations are you planning.

J.: We have collaborated with Women’s Resource Center, ASUNM Arts & Crafts Studio, to name a few. Our idea is to work on building out with other collaborations and making sure we’re highlighting the Black community but reaching out to all students.

Brandi: Collaborations allow us to address various needs of various student communities.

Vita: Do the “Dues/ Membership Fees” go to students?

Brandi: Yes, that all goes to students. These allow student to attend conferences with staff.

Motion to recess until 10:15am. Seconded and passed.

Chair moves meeting back to order at 10:15am.

iv. Student Health and Counseling

Dr. James Wilterding: Mission of SHAC is to enhance wellbeing of students through access to healthcare, education, and advocacy. We find it important to pay attention to the world we operate in. We’re integrated with medical and mental health services along with public health as we view campus as a community. We’re institutional members of Accreditation Association for Ambulatory Health Care, Inc.. Also a campus member of JED as we address mental health. Institutional member of American College Health Association to compare and work with peer institutions. We offer core services such as primary care, urgent care, counseling, psychiatry, immunizations. Wrap around services include x-rays, sports medicine, physical therapy, lab work, and the pharmacy. We work with disparities health ed., travel and international health, sex health, and LGBTQ health. Wellness services include acupuncture, nutrition education, and massage. UNM students can access services and/or advice 24 hours a day, even if clinic is not physically open. When UNM went remote, SHAC never shut down since it is an essential service. We changed in way of doing services. Over half of contact last semester was through telemedicine. Positive response rates to SHAC services. We worked on various boards and the University in response to the pandemic. VaxThePack and Lobo Prevention Pack are new and successful initiatives. We secured ACHA grant, and HEERF funding. We added a negative airflow (isolation) room for COVID-19 testing – about $20,000 for this room. We expanded to Plaza Level of SHAC building. We moved into e-Prescribing as a result of federal government and FDA. A lot of volunteer opportunities with Lobo Prevention Pack – under Dean of Students Office and leadership of Tiffany Martinez-Durant. There are many opportunities for students including Student Health Leadership Council, more students employed at SHAC than ever before. We have been able to use students effectively to address staffing issues. Trained to be HIPAA and FERPA compliant. We’re in a hybrid phase of things, and we’re getting back to pre-pandemic levels. We’re continuing to test symptomatic students for COVID, influenza, and other illnesses. We’re continuing to hire and bring staffing levels back up where they need to be. We’re dealing with Health Care Inflation due to malpractice insurance, cost of medical supplies and equipment. There’s also an increased cost with compliance, specifically IT security. We’re working with a third party, IT, and Regents to review and improve our IT security. There’s also a bond payment at $73000 per year for the remodeling of the Plaza Level – it’s a good investment to meet needs of students and provide necessary updates to building. We’ve worked with previous student leadership to transition to Student Health Fee based on headcount model. This has been worked on to stabilize our funding. We wanted the fee to be cost neutral, and it requires student taking more than four credit hours to pay $107 fall and spring and $72 summer semesters. Students taking three or less credit hours or branch campus students can purchase eligibility for access to student health services. Advantage of this fee is more equitable for students, more transparent for students and parents to see what they’re paying for, and it also improves the ability to predict funding and long-term planning. This fee allows us to provide care to students, coordinate across campus to provide more services. The break-even point for the new fee compared to the previous model is around 12 credit hours for undergraduate and graduate students. Medical students are high utilizers of our services and are now required to pay this fee.

Questions:

Eric: What was happening during years of decreasing funds prior to implementation to headcount model? What has been the benefit?

Dr. James Wilterding: We were having lower enrollment so there was a smaller pool of fees. SHAC was competing with other legitimate needs in that pool. We have a complex budgetary environment, and we need money for reserves for unforeseen circumstances. An organization like ours needs to maintain $300,000-$500,000 in reserves. We were getting near the point where we had close to $0 in reserves, and we had bumped up the limit of trying not to change out of pocket costs for students.

Dr. Beverly Kloeppel: SFRB has been supportive of our services, and when there’s a decrease in the pool, there are pullbacks when we try to request the same amount of funding from previous fiscal year. This fee needed to be a more equitable fee structure. There’s more stability, but we’re still reliant on enrollment since lower enrollment means less money.

Dr. James Wilterding: The fee looks favorable to us this year. It’s going to depend on spring enrollment to some degree. We’re optimistic about where we are and where we’re going to be

Eric: You mentioned you’re close to pre-pandemic levels. I have heard about secured messages increasing. Is this included in data?

Dr. James Wilterding: It’s a balancing act and we work with staff to monitor what they’re dealing with in terms of secure messaging. It’s a challenge, but we want to offer our services to students who are busy and have a lot going on as often as possible.

Shaikh: What is your current number of care providers/physicians? There’s a general concern that students had a difficult time getting access to care.

Dr. James Wilterding: We’re down by two full time providers in the medical clinic that we’re trying to hire. And we’re down one counselor. We have a week and a half waiting list to get a counseling session. We monitor reports from students and have an online process. We’re hearing the same thing, and we have same concern. All calls that come in, we try to get them to a nurse as soon as possible to triage patients, so we’re not turning away students/patients that need urgent care. We are also down nursing positions and front desk staff positions. We’re finding for these positions is that many of those people couldn’t afford to work during pandemic, and it’s not unique to us as UNMH is seeing this same issue. We just hired one nurse, and we’re getting traction and feel like we’re making progress.

Dr. Beverly Kloeppel: It’s not something you can just post for a provider. If you’re successful in recruiting and they’re willing to come, then there’s a process after accrediting. It takes about four months after you find a potential candidate and onboarding.

Dr. James Wilterding: We didn’t anticipate this, but we held back on hiring since there was lower demand and no budget during pandemic.

Dr. Beverly Kloeppel: We will get there. We have great services, a great environment to work in, but it is a timely process. We are aware of how problematic it is with shortages of these professionals.

v. ENLACE

Lawrence Roybal: In 2020, WK Kellogg Foundation worked to increase access and success in education. We are providing support for students and families statewide. The legislature has been generous to provide support to each region, we have an opportunity to employ students at UNM to prepare high school students for higher education and the workforce.

Jennifer Gomez-Chavez: Our framework is based on student success initiatives. We employ undergraduate students to be placed in six high schools around Albuquerque. We set objectives to help students and families. Participants will graduate, matriculate from one grade to next, and be retained in ENLACE program each at 90% rate or better. FY20-21, we served 996 students in direct services, almost 10,000 in indirect services, 96% high school graduation rate, 99% grade-to-grade matriculation, 99% program retention rate, and facilitated 42 college prep workshops that served over 600 high school students. SFRB funding has been used to employ 12 undergraduate work study positions and 1 graduate student by setting educational goals. They not only address graduation, but resources for post-graduation. We are also working with UNM students for professional development opportunities.

Chantel Trujillo: FY21-22 Budget $29,473 and asking for an increase to $48,000. This increase is to offset the decrease in state funding. This will allow us to maintain 12 undergraduate mentors and 1 graduate Project Assistant. This SFRB funding directly goes back to students in form of salaries. I am a graduate student and in my last year of Masters of Chicano & Chicana Studies. I received mentorship from ENLACE, and have grown as a student and a professional. I wouldn’t have received my Bachelor’s and not been on my journey to my Master’s without the support of ENLACE. I wanted to turn it over to one of our undergraduate students.

Alix Chavez: ENLACE is here for UNM students. They provided us with support, flexible schedule; since they’re here for us, we can support students in high schools in Albuquerque. We are getting increased need from high school students, so we need increased support in funding.

Chantel Trujillo: Students often times receive mentoring during high school and start working with ENLACE at UNM during their undergraduate degree.

Questions:

Shaikh: How are scholarships dispersed among students?

Lawrence Roybal: ENLACE built partnerships with Sparx and Lorenzo Antonio Foundation. Since they are graduates from an Albuquerque high school and UNM, they offer scholarships to students from New Mexico to support their college education.

Ian: Clarification, what line items are requesting SFRB funding?

Lawrence Roybal: We are requesting funding for student salaries, and the increase in requested funding will be used to the offset

David: Looking at Form A, there is nothing completed in the ‘SFRB Requested Funding’ column.

Lawrence: We are requesting $48,000 for student salaries, and we can fix any documents if need be.

Eric: For the funds for the GA, is it split between salary and covering tuition?

Lawrence: She’s shared with Chicano and Chicana Studies. The $18,000 is our portion, and we cover three hours.

Eric: Can you describe one of the workshops you offer at the high schools?

Chantel: We offer a variety of workshops. We go over the process of applying for college, building a resume, interviewing skills.

Alix Chavez: We work with career preparation and college preparation. We also talk about general skills to be more professional. We are hosting a Self-Care workshop soon. It is surrounded around professional development.

David Saavedra: I know your target is for high school students. Do you offer services that directly benefit graduate students?

Lawrence: We service students at elementary, middle, and high school levels. We developed a graduate and professional academy. It is a partnership with El Centro de La Raza to create Summa Academia to benefit graduate students and have had a tremendous success rate. We fund that initiative through state funding. It is a partnership between ENLACE, El Centro, Health Sciences Center, and Office of Equity and Inclusion.

1. Closing
	1. Comments

David: I want to thank you all. Moving forward, we do have Student Forums in the SUB Atrium in about two weeks. After that, we move into Deliberations and getting our request to the Budget Leadership Team.

* 1. Adjournment at 11:23am