



AGENDA
UNDERGRADUATE STUDENTS ASSOCIATION COUNCIL
November 2, 2021
7 PM PST
Zoom: <https://ucla.zoom.us/j/97123303841>

I. Call to Order

Velazquez

- Breeze calls the meeting to order at 7:03pm.

A. Signing of the Attendance Sheet

- Signed via google docs

II. Approval of Agenda*

Gatica

- Strike SWC Programming Fund Allocations
- Strike Capital Contingency
- Strike Capital Contingency Surplus Proposal
- Strike ASRF Allocations
- Strike Bruin Advocacy Grant Allocations
- Strike AAC Travel Mini-Grant Allocations
- Jane motions to approve the agenda as amended, Herman seconds.
- By vote of 13-0-0, the agenda for 11/2/21 is approved as amended.

III. Approval of the minutes*

Gatica

- Maya motions to approve minutes from 10/26/21, Monimah seconds.
- By vote of 14-0-0, the minutes for 10/26/21 are approved.

IV. Public Comment

Velazquez

- Arsh Gupta: "Great, thank you. Good evening, everyone! My name is Arsh Gupta. I serve as your 2020/2021 Undergraduate Representative to your ASUCLA Board of Directors and I also have the honor of serving as the chairman for the board this year. So it's good to be back and be talking to you all. I am here to share an exciting opportunity within the Undergraduate Student Association that was shared to the board that could be extremely beneficial and was also requested to be shared by us to the Undergraduate Network. So something that is really bad is the people that come to USAC together despite our different backgrounds and inner diversity that we find is the fact that each one of us has some kind of big idea that we want to implement some change that we want to propose and affect the community. And that is exactly why I am here to share the Big Ideas Contest which is an innovation contest by the Rudd Family Foundation that provides training networks, recognition and funding to interdisciplinary teams of students who have transformative solutions to real world problems. And with this contest, students have the opportunity to win up to \$20,000 for their idea that has some direct social impact. So, the board feels like this opportunity could be extremely beneficial to UCLA undergraduate students and in that spirit I would like to go ahead and share information about this thing in the chat. Over there you can find a bunch of useful links and my contact information along with the general contact information for the ASUCLA Board of Directors should you like to contact us with any questions or concerns or ideas about what I am sharing. That is all, thank you so much for having me and I hope you all have a great Week 6."
- <https://bigideascontest.org>
- Public comment concludes at 7:11pm.
- Herman moves to reopen public comment, Monimah seconds.
- By vote of 13-0-0, the motion passes and public comment is reopened.

- Eliza Aiken: “Thank you, I just wanted to come here and say that the current proposals by student leaders paying their directors seems a bit ridiculous. While it is important to pay your staff, I think it's overkill to say some offices are having 20 plus directors in their offices. I'd like to refer to the Webster Dictionary on defining a director. A director is a person who is in charge of an activity, department, or organization. And I doubt any office has more than 20 people in charge of others or more than 20 platforms that they are working on at a time, much less 54. USAC should remember that transparency and honesty is important when dealing with the budget, plans should be changed to reflect so. Thank you.”
- Nicola Sassone: “I'm sorry for coming a little late but thank you for having me on. I guess I just wanted to say as a director myself. I'm a student director under Carl, the General Representative 3. I do hope that some of the directors are able to be paid because I feel like directors really do put a lot of time and devoting time to this. And especially for the directors that are working part time, which I'm doing as well, it would really help alleviate that a little bit.”
- Samantha Schwartz: “Hi everyone, hope you're doing well. Sorry if I cut out a little, my internet is doing bad right now. But I wanted to speak on behalf of the office of the president from a staff and director perspective. I know there might be concerns about how many directors we have and I just wanted to clarify on what we are trying to accomplish with the structure that we have. This year, we have a lot of people leading initiatives on their own right now who are hiring staff within the coming week. And so what has been mentioned before, people do work and have financial needs and so they really need to be paid for the labor that they are contributing so we hope this can quell some of the confusion or perhaps resistance because we do have several different initiatives. Each requires their own directorship and so that's why we have lots of directors. But it still is not any different from the offices of the president in years past. I can attest to the office of the president of last year and the year before. So hopefully that can alleviate some of the resistance.”
- Mohammed Mortada: “Hello everyone, my name is Mohammed and I am Breeze’s Chief of Staff and I just wanted to reiterate what Samantha just said. A lot of students have applied this year to join OP and I'm pretty sure everyone in this meeting knows the importance of this office as it essentially represents the student body. And these students have definitely joined to help represent the student body and ensure that their needs are met and they have put hours and hours of work to ensure that the student body gets what it needs. And of course, this is only Week 6, they have more weeks this quarter and they are going to have 20 more weeks for the two other quarters. And it is very essential for UCLA and USAC to appreciate their work and provide them with the stipends that they deserve. And once again, I really appreciate everyone during this meeting and I know everyone is committed to public service in this meeting. So I'm sure everyone understands what we're advocating for. Thank you.”
- Public comment concludes at 7:21pm.

V. Funding

Capital Contingency* J. Wang

Contingency Programming* J. Wang

- Total Allocated: \$15,896.70 to 24 non USAC entities and to 2 USAC entities.
- Jane motions to approve \$15,896.70 to 24 non USAC entities and 2 USAC entities, Sarah seconds.
- By vote of 13-0-0, the motion passes and Contingency Programming is approved.

SFS Allocations# Subhan

- Total Allocated: \$5,196.95 to 5 non CSC groups and 1 CSC group
- Consent item, no opposition

SWC Programming Fund Allocations# Jackson

Bruin Advocacy Grant Allocations# Wang

ASRF Allocations# Quint

AAC Travel Mini-Grant Allocations# Quint

ARC Allocations# Ogunley

- Total Allocated: \$9,223 to 6 organizations
- Consent item, no opposition.

TGIF Ni

- Total Allocated: \$100 for 1 USAC entities

- Consent item, no opposition.

VI. Special Presentations

VII. Appointments

ASUCLA Communications Board: Ida Tongkumvong*

Velazquez

- Herman moves to appoint Ida Tongkumvong to ASUCLA Communications Board, Sarah seconds.
- By vote of 13-0-0, the motion passes and Ida Tongkumvong is appointed to ASUCLA Communications Board.

Campus Sustainability Committee: Ying Xuan Chua*

Velazquez

- Sarah moves to appoint Ying Xuan Chua to the Campus Sustainability Committee, Emily seconds.
- By vote of 11-0-0, the motion passes and Ying Xuan Chua is appointed to the Campus Sustainability Committee.

Judicial Board: Sofia Rizkhalil*

Velazquez

- Herman moves to appoint Sofia Rizkhalil to Judicial Board, Jane seconds.
- By vote of 13-0-0, the motion passes and Sofia Rizkhalil is appointed to Judicial Board.

Judicial Board: Susan Kadir*

Velazquez

- Jane moves to appoint Susan Kadir to Judicial Board, Hailey seconds.
- By vote of 14-0-0, the motion passes and Susan Kadir is appointed to the Judicial Board.

VIII. Officer Reports

A. President

Velazquez

- Internal planning and internal meetings
- Attended Enrollment Planning Committee meeting- admin will be focusing on retention programs through enrollment season. (finding out what these retention programs look like)
- UC is required to reduce non-resident students to 22% by next year and failure will result in a fine of \$10,000,000 per percentage point that goes over.

B. Internal Vice President

Gatica

- Tomorrow, the ASUCLA T-shirt Design Contest is having a showcase from 11am-3pm at Kerckhoff patio (11/3/21).
- Planning USAC funding workshop over zoom to educate student organizations on funding on Wednesday, November 17th
- Completed first week of Spark Campaign for housing relief reward, only 23 days left, asks to reshare social media posts so they can reach students with housing insecurities

C. External Vice President

Wang

- University relations met with ASUCLA about CalFresh, working so that CalFresh can be used in ASUCLA locations
- Doing biweekly speaker series, inviting state, local, and federal officials to come speak starting winter quarter, mini town halls with students
- Working on out of state voter guide for students who are out of state but want to vote in California
- Met with Housing directors on funding from UCOP to build micro units in Gayley towers at ultra-affordable rates
- Housing proposal for students at risk of homelessness coming soon
- ASUCLA partnering for mayoral election, doing town halls spring quarter
- Setting up lobby meetings with Congress members
- The People of Color tour across UCLA went great.

D. General Representative 1 Written

Valles

- Followed up to set up meeting with Committee on General Education Governance
- Ongoing: Working on the navigating MyUCLA video series
- Hired a new general staff member!
- Hosted weekly staff meetings on weeks 3,4,5
- Started foster youth resource guide with staff
- Followed up with ASUCLA representative via email
- working on anti-queer/transphobia training module
- Essentially facilitating all office work aforementioned
- Meeting with CAPS Thursday regarding coalition

E. General Representative 2 Written

Pungchai

- Herman, TSR, attended a joint dining meeting, GR2 absent. Will debrief soon w/ FAC.
- Logged 9 floors worth of braille needed for Boelter Hall Sign Project. Hopefully we will have a meeting soon.

- Planning on sending out surveys to ask about quarter experiences.
- Appointed new social media staffer who will begin Reddit outreach.
- Staff App Round 2 is out.
- Folder with resumes of everyone who is being paid in GR2 proposal tonight:
<https://drive.google.com/drive/folders/1eD3Z8KO5LCbMROeV8qg3KXpSAQ5N-jFe?usp=sharing>

F. General Representative 3 Written

King

- Conducted Banking workshop which was taught by Econ Professor for financial literacy program
- Rearranged communications office
- Drafted proposal for GR3 director pay for surplus
- In progress of creating 2nd student body survey for campus experience follow up

G. Academic Affairs Commissioner

Quint

- Finished up reading Books for Bruins applications, sending out award emails in progress
- Creating training to help retention projects
- Working with USC on a mentorship program for LAUSD and recruited staff to work on the project, first meeting this Sunday, Nov. 7.
- Met with Queer Alliance to update on anti-queer phobia module and get feedback on the content
- Met with Cafe 580 for potential collaboration to help undocumented students and first-generation students
- Working with Reslife to get more study spaces on hill and campus itself
- Planning student study event for finals week
- The Undergraduate Council voted to keep the 15 unit priority enrollment cap for students enrolled with the CEE, working to get this decision reversed.

H. Campus Events Commission Written

Sanghavi

- Events for the week: Nightmare Before Christmas with ASUCLA on Wescom Terrace

I. Community Service Commissioner Written

Subhan

J. Cultural Affairs Commissioner Written

Ogunleye

K. Facilities Commissioner Written

Ni

- Lack of Winter remote classes in schedule despite the estimated projection of new Covid cases in the coming fall and winter months
- The Disabled Student Union has been working on the issue that most classes needed to graduate in the winter are in person.
- Surplus Proposal for Transit Pass
- Meeting with Herman and Passa to deal with the issue of student dining on the hill
- Working on braille signage for Boelter Hall
- Funding off-campus storage

L. Financial Supports Commissioner Written

Yu

- Writing an FSC bylaw revision with GR2 to incorporate maintenance of USAC Expenditure Viewer into bylaws.
- Met with SGA, Patricia Solomon, Jessica Alexander, Fernando Perez to discuss feasibility of first draft of surplus proposal (FSC Academic Materials Fund). Decided to scrap that initial proposal and do a surplus to ask for funding for lab coats instead. Discussed working with UCLA Store as a streamlined and accessible venue through which to supply students with academic materials funded by FSC in the future (will continue these talks). Scheduled meeting with Patricia and Science Supply Store to negotiate a quote on lab coats for this Thursday.
- Met with FSC Funding Initiatives Committee to write up a new surplus proposal for the purchase of additional lab coats in expanded sizes to expand Lab Coat inventory.
- Opened up rolling apps this week for FSC advisor positions. Apply at bit.ly/FSCStaff.

M. Student Wellness Commissioner Written

Jackson

- SWC Interns have been hired and will begin working with the executive board next week!
- Working on the Menstrual Hygiene Proposal to present to VC Beck and Council.
- Presente the Basic Needs Subsidy during the 10/26 Council meeting! Will post presentation slides to the SWC Website, Reddit, Facebook, and Instagram.
- Planning the You Belong Here Campaign that will launch in the Winter Quarter!
- Planning WOW Nights with Westside Impact Project!
- Active Minds is hosting a "Managing & Recognizing Stress" Event on November 3rd at 7-8pm

- Bruin Necessities is hosting a Menstrual Fair on November 4th in Bruin Plaza! Stop by and grab some free menstrual products!
- CPR/FA is hosting CPR/FA classes, sign up [here!](#)
- SEARCH is hosting a Coffee Chats & Matcha Mingles on October 27th from 4-5pm in Ackerman Union 3517! Come learn more about health benefits & risks of conventional favorite drinks.
- SWC Programming Fund: Allocated \$200 to the Hooligan Theatre Company for the Arts & Artists Rest Stop. Allocated \$82 to the Beautiful Mind Project for the Coffee, Cookies, and Chill.
- Basic Needs Subsidy Apps are open! Apply at tinyurl.com/basicneeds2122. Applications close Oct. 29th at 11:59PM PST.
- The Commissioner and SWC HNF will lead a gleanings project Thursdays bi-weekly to obtain free produce, pastries, and fruit for students in University Apartments South/North.

N. Transfer Student Representative Written

Chavez

- Fall Management Meetings
- Fall Executive Board Meeting: In person w/ group and individual photos taken for releasing transparency about directors
- Followed up with Pete Angelis, AVC of Housing and Hospitality, regarding a meeting to address [A Resolution to Expand UCLA Off-Campus Housing Resources through College Pads and the Community Housing Office](#)
- ASUCLA Board of Directors Student Engagement Ad-hoc Committee Meeting
- Met with Charles Wilcots and Al Ferrone, the Directors of UCLA Dining, to discuss student concerns regarding dining on-campus
- Corresponded with Facilities Commissioner to join efforts to address student concerns regarding dining on-campus
- Directors within the Office of the TSR were given Week 5 to break for Midterms! We are back in session starting this week.
- Met with Transfer Experience LLC RD and ARDs to discuss collaborations
- Met with Anna Bulis, Transfer Representative on the On-Campus Housing Council
- Met with UCLA Dining to discuss dining concerns
- They're very understaffed and looking for student staff! If you or a friend is looking for a job: <https://housingandhospitality.ucla.edu/student-jobs/>

O. International Student Representative Written

Garcia

O. Administrative Representatives

Alexander, Chacon, O'Connor, Luna, Perez, Solomon

- George: "Hi everyone, glad to see you all this Tuesday. Quick updates. We are having an Alumni Association board meeting this Saturday. Quick Question, Breeze will you be joining us in person or virtually? And another news but Patricia Rin who was our senior director of Alumni Diversity Affairs of Alumni Association has gotten a huge promotion. She is going to be working with UCOP the UC Office of Presidents to really be working on to align strategies of all 10 campuses when it comes to that engagement. So that is a really big thing, a really big promotion, we are going to miss her a lot at the Alumni Association. But with change, comes opportunities and our assistant director, David Sun, is now acting as our director for Alumni Diversity Affairs and Programs. Good news and any other questions about Alumni Diversity Affairs can be directed to David and if you know Patricia, send her a congratulatory email or message and with that, that's it on my end."
- Patricia: "Hi everyone, good evening. I just wanted to say that I'm really excited about tomorrow night and our collaboration with CEC. We're going to be sharing the Nightmare Before Christmas on the Wescom Student Terrace. So come on out, grab some popcorn and candy, bundle up and join us out on the Wescom Terrace tomorrow night 7:30pm. Doors open."

IX. Old Business

X. New Business

USAC Surplus

- FSC Lab Coat Expansion Proposal*
- \$5,000 from Round 1 of Surplus to purchase roughly 80 lab coats.
 - The average market price of a lab coat is approximately \$61.98. (Source: Bulwark Protection, Amazon, Safety Supply America, Direct Textile Store)
 - The approximate quantity we could purchase would be 80 lab coats. The fund can also fortify higher sizes of lab coats.
 - Received 128 responses from students

Yu

- 61 of them indicated that they needed a lab coat.
- It means nearly every 1 out of 2 students from the responses would need to rent a lab coat from FSC.
- Additionally, after running out of lab coats, we immediately notified students that we were out of stock; thus, more than 61 students would have indicated their need for a lab coat if we hadn't run out so early.
- The demand for lab coats is significantly high.
- Create a rental contract with students. If they don't return, we can put a hold on their accounts. We have discussed this with SGA to ensure we can draft such a contract.
- Increase publicity efforts on different social media platforms, department listservs, Bruinwalk, and USAC pages.
- **Tabled for next agenda.**
- b. [FAC Transportation, Equity & Access: Universal Transit Proposal*](#) Ni
 - Number of commuter students living in the Greater Los Angeles area utilize public transportation, specifically, buses to commute to campus
 - Yet, this creates an **additional financial burden** that makes public transit inaccessible to this student population
 - Currently, there are **no universal transit pass available to undergraduate students**
 - Students commute from all over the county through a **variety of bus lines.**
 - Current student-discounted Metro prices: **\$129 for a 90-day pass**
 - **\$3000 from surplus funds to sponsor Metro passes for 23 commuter students on a needs-based basis**
 - Why:
 - **Additional financial strain** for students having to commute to campus
 - **Rising prices of gas** have already placed another strain on commuter students which may cause those who drove to campus in the past to shift to a more affordable alternative
 - Commuter students already pay an **additional time cost** by commuting via public transit
 - How can it help UCLA students?
 - Make education **more accessible and affordable**
 - **Alleviate financial stress** and **barriers to academic achievement**
 - Encourages a more **sustainable** form of transportation
 - Create an application process on a rolling-basis that showcases the students needs for the transit pass, based on:
 - Usage of transit frequency
 - Commuting time
 - Financial need
 - Distribution channels:
 - First Year Experience
 - BruinHub, cityLAB
 - Bruin Commuter Students Association
 - FAC's Transportation, Equity, and Access Project
 - **Tabled for next agenda**
- c. [OSAC x FiCom Storage Proposal*](#) J. Wang
 - Our ask to fund off campus storage is **\$20,000**
 - This would fund **4-10 storage spaces for one year**, for between \$100-\$700 a month
 - Small 5'X5' Storage Units ~ \$85/mo
 - Medium 10'x10' Storage Units ~ \$275/mo
 - Large 10'x30' Storage Units ~ \$700/mo
 - This funding will go towards beginning consistent funding for off campus storage space for student organizations
 - Once need has been established this year, OSAC hopes to expand the program to support more student organizations
 - Applications would be identical to Office Space Allocation Applications, except organizations would need to reapply each year
 - OSAC will select X number of organizations to receive funding for one year
 - Student organizations do *not* need to have office space to qualify for off campus storage
 - Student organizations will have to demonstrate need for off campus storage in their applications by explaining
 - events put on by student organization
 - where items are currently being stored
 - how, overall, off campus storage would support their organization's needs
 - In addition to filling out the rest of the Office Space Allocation Application

Need From Student Organizations:

- 5 student organizations with offices in Kerckhoff have expressed interest in off campus storage
- OSAC predicts that the number of orgs who will apply will be much higher, because of promotion of the Space Allocation Application and the number of student organizations who require space on campus
- Off campus storage space funding will support student organizations in that it allows them to properly store and maintain their items and it alleviates a major financial burden on student organizations
- This funding will largely support MOs and other organizations who put on large programs every quarter
- Providing for off campus storage will further OSAC's goal of making Kerckhoff into a community center as opposed to a storage facility

Testimony:

- HOOLIGAN has been around UCLA's campus for the past 17 years, providing access to educational and professional level theater for all majors. In doing so, such an accumulation of props, costumes, set pieces, and materials has required us to self-fund offsite storage at Extra Storage Space (since UCLA does not offer student organizations any sort of storage onsite). Funding from UCLA would help to subsidize or cover these high costs, as they are absolutely vital to ensure HOOLIGAN maintains sustainability in both a financial and environmental sense.
- Currently, Samahang Pilipino organization uses our office space as a storage facility due to our lack of space otherwise. Samahang is a huge organization, consisting of 5 entities and ~200 general members. Given the current state of room bookings and numerous rules that prohibit us from booking rooms for all of our entities' needs, a separate space where we can store our cultural night items, general supplies, and historical artifacts can allow us to use our meeting space for its original purpose.
- United Khmer Students would love storage space on campus as we have been passing down items for our Culture Night to club members to store in their apartments and it is just a hassle. As a small club on campus and not many Cambodian Americans at UCLA, I think we deserve to have this as UCLA always talks about its diversity and have even re-posted us on their official pages yet we have no support on things such as this. I know UCLA can make this space easily if they really wanted to.
- **Tabled for next agenda.**
- d. ~~Capital Contingency Surplus Proposal*~~ J. Wang
- e. [USAC Offices Director Stipend Proposal*](#) Velazquez
- From the Offices of the IVP, Gen Rep 1, Gen Rep 2, Gen Rep 3, Facilities Commission, Financial Supports Commission, Transfer Student Rep, International Student Rep

- Office of IVP:

- Our directors are at the forefront of our work that's ahead of us. They're student leaders with a combination of the following identities: first generation, low-income, and students of color. USAC would be compensating marginalized communities that are oftentimes left out of student leadership and USAC as a whole.
- Executives: Overseeing the various platforms and communities
- SSW: Know your Right Survey for Student Workers, Mental Health Resource Guide in collaboration with Gen Rep 1
- MTM: Workshop on Booster Vaccine, Social Justice Spotlights on Social Media
- ERC: Student Leader Guide, Sexual Violence and Sexual Harrassment (SVSH) Toolkit in collaboration with CARE and SOLE
- MMN: Bruin Housing Impact Survey, UCLA Spark Campaign for Housing Relief Awards
- CSA: Return to Campus Meeting with Administrators
- Outreach: Leadership Lobby
- Marketing: Appointment Review Committee Introductions, Summer Session Transparency Reports
- Institutionalized Events: Office-wide development on event planning, Partnership with ASUCLA for the T-shirt Design Contest
- Internship: Fall Curriculum and Hiring
- Finance: Office-wide development on USAC funding

- Executives: 3 staff/\$450 a year
- Directors: 25 staff/\$350 a year
- **Total Ask: \$10,100**

- **General Representative 1:**

- The executive chief of staff and directors in the office are crucial components to the success of the office. USAC Officers would not be able to carry out the platforms and initiatives that the student body voted on without the time and labor of our directors. The directors and executives within our office each offer unique lived experiences and backgrounds that drive their passions to carry out the work for their directorships, and their leadership cannot go uncompensated.
- Chief of Staff (2):
 - Internal & External -
 - Hosts check-ins with directors within the internal or external branch of the office to provide support in keeping folks accountable to the timely progress of their work
 - Organizes and maintains google drive with all relevant information for internal or external branch, executive and staff meeting notes
 - Drafts agendas for and facilitates office meetings
 - Co-planning retreat
 - Sitting in on administrative meetings with respective directors
 - Advises folks in space on ways to improve the impact and efficiency of their work!
- Directors (13):
 - Bridging the Gap (2), Seat in the Classroom (2), Decoding Academia (2), Community Over Competition (2), REGROW (1), Finance (1), Foster Youth Advocacy (2), Social Media (1)
 - Leads committee, hosts meetings, and facilitates leadership development of general staff in the directorship
 - Actively works towards accomplishing platform initiatives
 - Actively meets with chief of staff to receive input on project progress and digests advice for improvement
 - Initiates outreach to organizations for collaboration and hosts events relevant to the respective platform
 - Link to in-depth description of all directors' roles and responsibilities: [here](#)
- Executives: 2 staff/ \$360 a year
- Directors: 13 staff/\$315 a year
- **Total Ask: \$4,815**

- **General Representative 2:**

- Promote menstrual equity by ensuring access to free menstrual products across campus (collaboration with Student Wellness Commission)
 - Our focus is product research..
- Develop proposals to reduce dining hall overcrowding and wait times (partnership with Transfer Student Representative)
 - Prepping a survey to students for our research
- Ensure accessible class resources, from textbooks to homework platforms
 - Communicating with ASUCLA and the Academic Senate regarding affordable and open source textbooks, and other stakeholders, such as Kudu and the Textbook App Initiative
- The Expenditure Viewer - Almost Done!
- Boelter Hall Braille Sign Project...
- We want to be transparent about **who is being paid... Disclosing all credentials (resumes) of people listed on Gen Rep 2 Officer Report.**
- **Labor Reasons:** GR2 office is run like a small academic research group, in terms of management styles. Directors and execs work ~10 hours per week.
- Executives: 6 staff/ \$540 a year
- **Total Ask: \$3,240**

- **General Representative 3:**

- We should set aside 13% of the current surplus to allow organizations to have the opportunity to request surplus. We should take the remaining portion and split it equally amongst offices to ensure equitable distribution. This will allow for a fair split of the funds so that we all can pay directors and executive in our

offices as discussed. This process is thought out with the same intentions that are being used to fund officer stipends which is equity amongst offices. I am also open to paying bigger offices i.e. OP, FAC, IVP more with the understanding that they have bigger offices but not in a manner that overwhelms most of the funds from other offices.

- Link to detailed descriptions of Positions:
<https://docs.google.com/document/d/1XjJgWWa9HpFWQwIynYZRpsxrUVpZcV6UgNsF3RKZLTg/edit?usp=sharing>

- Executives and Directors: 9 staff
- Total Ask: \$7,926

- **Facilities Commission:**

- Some Exec accomplishments...
 - Hired and manage over 70 members of the commission
 - Met biweekly with all projects to check on progress of each project
 - Planned and led workshops for biweekly project director meetings
- Some Director accomplishments...
 - Presented surplus proposal for Universal Transit passes at council
 - All stipend appointments brought to council
 - Hired and have begun fellows meetings for new fellows
 - Working with AAC to advocate for more outdoor study spaces on campus
 - Continued to maintain FAC's social media brand and post consistent, on brand content
 - Held picnics and socials for staff development, reinstated #chumming channel
 - Created office budget for finances this year
- <https://docs.google.com/document/d/1XxnsP-ZVOVohn16KBHqVcy-cBC0mr6BMvgso75cCKvE/edit?usp=sharing>
- This document above outlines the expected roles and responsibilities for the USAC Facilities Commission's staff team for the 2021-2022 school year. Please note that these responsibilities are non-exhaustive and may be subject to change. Their general tasks as described below will remain the same. Additionally all members of the commission are encouraged to pursue their own projects and are welcome to add or suggest new initiatives with the support of the Commissioner. Please email fac@usac.ucla.edu if you have any questions.
- Executive: 4 staff/ \$400 a year
- Directors: 14 staff/ \$300 a year
- Total Ask: \$5,800

- **Financial Support Commission:**

- 2 Chiefs of Staff and 1 Assistant Commissioner
 - 7 hours per week
 - COS oversee the committees, projects, and PR alongside Commissioner
 - AC runs weekly internal FSC meetings and brainstorms Commissioner-level activities with Commissioner, such as meetings with administrators
- 8 Directors
 - 5 hours per week
 - Oversees staff of 4 members in respective committees
 - Leads year-long projects in Westwood Business Relations, Advocacy, Campus Affordability, Funding Initiatives, and Educational Programs
- Highlighted Accomplishments
 - Lab Coat, Goggles, and iClickers Rental Program
 - Surplus proposal to expand lab coat inventory
 - Secured discounts for students with westwood businesses (to be launched soon)
- Roster: https://docs.google.com/spreadsheets/d/1Lr07jN_LmJR28PiojlgLKBETIoP_nTkPXfvUQTa2piA/edit
- Executives: 3 staff/ \$405 a year
- Directors: 8 staff/ \$315 a year
- Total Ask: \$3,735

- **Transfer Student Representative:**

- The Transfer Student Representative's office represents the transfer student body, who constitute an estimated

one-third of undergraduate students at UCLA. We advocate for **accessibility and inclusion for transfer students** across UCLA, the UC system, and within local, state, and federal politics.

- Paying our Executive Board is critical to compensate for the work Directors and Chiefs of Staff undertake to support our elected TSR. As we serve and represent transfer students, a diverse group which faces unique challenges, not being fairly compensated is a barrier to access for students from marginalized communities who cannot afford to work for no or low pay.
- Students in the TSR office advocate for transfers present and future to be included in all spaces on campus. With only two years at the university to effect change, many of our directors will not be at the university long enough to see the fruits of their advocacy and labor. Financial compensation allows us to recognize the amount of effort that transfer students put in this short amount of time.
- Goals:
 - **True Bruin Transfer Experience** - provide transfers with a secure return to in-person learning, a vibrant social life, and overall True Bruin experience.
 - **Elevate Transfer Voices** - center transfer experiences through developing allyship initiatives, transfer leadership outside of the Transfer Triad, and overall UC reform to make the needs of transfer students heard.
 - **Dismantling Barriers** - dismantle the institutional barriers to access for underserved transfers, including all types of pre-transfers, transfers experiencing need insecurity, and academically underrepresented transfers.
- Progress:
 - Transfer Transitions
 - True Bruin Timelines
 - Transfer Awareness Training
 - Historic transfer appointments to Academic Senate, SFAC, and ASUCLA Comms Board
 - Improved office's structure, functionality, organization
 - For more, check the TSR website for transparency reports and updates
- **Media & Marketing** - 2 Directors, 2 staff members
- **Finance** - 1 Director, 1 staff member
- **Internship** - 2 Directors, 1 staff member, ~10 interns a quarter
- **Events** - 2 Directors, 4 staff members
- **Scholarships & Alumni Affairs** - 2 Directors, 3 staff members
- **External Relations** - 4 Directors, 9 staff members
- **Internal Relations** - 2 Directors, 6 staff members
- **Summer Bridge Program** - 2 Directors, 1 staff member
- **Diversity & Intersectionality** - 2 Directors, 3 staff members
- **Management** - 2 Chiefs of Staff, 1 Executive Office Assistant
- Executives: 3 staff/\$450 a year
- Directors: 20 staff/ \$315 a year
- **Total Ask: \$7,650**
- **International Student Representative:**
 - On average, USAC officers get about \$10 000. Most of the low-level grassroots work is undertaken by the various members in the office, without whom the USAC officer would be able to do very little. Thus, the stipend acts as a reasonable level of compensation for those that do good work in the office.
 - In the following slides, we outline the duties of each director in our office. Each director has a number of staffers (listed in parentheses) who aim to work with the director in the office to bring the vision of the ISR to fruition.
 - Executive Assistant (1):
 - Organize and upkeep the Office Google Drive by making sure all directors are uploading and updating related documents to their corresponding folders;
 - Take office attendance during meetings and maintain communication with all members in the office to relay any attendance related concerns; Mediating conflicts between staff members
 - Responsible for planning retreats and socials
 - Manage office-wide Agendas and Minutes by publishing the Agenda in Google Drive the day prior

to meeting and Minutes the day of the meeting for all members of the office

- Chief of Staff (2):
 - Oversee the directors and send office-wide emails that include reminders, assignments/tasks, and any other transfer related issues/opportunities;
 - Ensure that directors staff members are fulfilling the responsibilities of their respective position
 - Conduct End of Year Evaluations (EOY) and End of Quarter Evaluations (EOQ) to identify ways to improve office efficiency and output;
 - Assist with the hiring, recruitment, and development of directors and staff within the ISR office
 - Conduct office training for incoming directors and staff for committees with the basic information regarding our office, USAC, and campus partners
 - Act as a human resource for all directors and staff within the ISR office
 - Compile weekly reports for the ISR before Tuesday council meetings
- Chief Strategist (1):
 - Primary liaison between the office and media entities such as the Daily Bruin and Los Angeles Times among others.
 - Keep the team on pace with goals by periodically checking in with the Chiefs of Staff and providing guidance as necessary.
 - Research any federal/state/local policies affecting international students and work with the USAC EVP Office to continue advocating for international students.
 - Maintain connections with cultural, religious and international student groups at UCLA
- Finance Director (1):
 - Apply for any and all funding sources at UCLA (including, but not limited to, Contingency, SSP, etc.) to assist programs conducted by different projects of the office.
 - Responsible for managing all office funds and budgets, including office expenditures, reimbursements and any other funding options available to the International Student Representative Office.
 - Maintain a working relationship with Finance Committee Chair (FiComm) and ASUCLA Accounting Division Manager
- Events Director (1):
 - Work with a team to organize events for international students at UCLA. Looking to reach out beyond the UCLA community
 - Responsible for event logistics including but not limited to securing corporate sponsors for major events, obtaining parking permits for corporate sponsors during the specified event, and obtaining food permits and/or waivers
- Webmaster (1):
 - Make resources more accessible by building and maintaining a website for the USAC ISR office on Wix.
- Publicity Directors (2):
 - Manage the ISR social media presence and work with the Webmaster to ensure the website is updated
 - Increase ISR's presence on campus through various innovative mediums including photo/video campaigns, flyers, banners, etc.
- New Student Transition and Mentorship Director (1):
 - Lead a team to enhance international student transition to UCLA, include tabling at iSTART to promote the ISR office and International Student Resources on campus
 - Coordinate with the Dashew Center and the NSTP Office to help New International Bruins transition to UCLA
 - Work with Dashew to establish a mentorship program that supports the mental health of international students and facilitates conversation to aid their transition, from overcoming culture shock to figuring out visa application procedures, financing, transfer credits, and work permits among other things. Mental health is treated and understood differently in many different countries and cultures.
- International Leadership Coalition Operations Director (1):
 - Must be an international student

- Re-Establish the International Leadership Coalition (ILC) which provide international students from different clubs and organizations across campus a platform to more freely advocate and bring to light struggles and issues international student face
- Organize a quarterly townhall for International Students (together with the Events Director and the Policy Research and Advocacy Director)
- Internship Director (1):
 - Create a comprehensive internship program spanning 6 weeks for Fall and Winter quarters.
 - The internship program shall include a passion project that will be presented to the executive board as a form of professional development, committee interest, and the completion of the program.
 - Collaborate with the rest of the executive board to properly assign interns to their respective committees.
- Academic Affairs Director (1):
 - Increase awareness on Academic Credit for International exams (IB, A-levels, etc.) by speaking with individual departments on giving academic credit for international exams
 - Work with the Webmaster to create a database of scholarships and grants that international students are eligible for
 - Contact different departments at UCLA that have scholarships and grants to ensure that international students are eligible for them
 - Work with the publicity directors to ensure that international students are aware of these scholarships
 - Institute an annual scholarship that will be funded through a UCLA Spark campaign and presented during the Spring quarter.
- Executives: 4 staff/ \$450 a year
- Directors: 9 staff/ \$315 a year
- **Total Ask: \$4,635**
- **Total Requested: \$47,901**
 - Requested by: Offices of the IVP, Gen Rep 1, Gen Rep 2, Gen Rep 3, Facilities Commission, Financial Supports Commission, Transfer Student Rep, International Student Rep
 - **Tabled for next agenda.**

Discussion about Surplus Proposal:

- If possible, choose to do UCLA Store gift card or deposit to bruincard- more efficient and makes process easier
- Honorarium process is very complicated and usually only used for a performance or a speaker (usually is pay for a event or program) High volume of paperwork- not something that we can sustain
- Breeze is interested in looking into other options (gift cards- Amazon, Target, Ralphs) that don't require the paperwork
- Discussed the disparity and differences in stipend amounts between offices.
- Angie said that Jessica mentioned that honorariums would be more paperwork-asking if office staff can help with the paperwork?
- Jessica said that it's not the paperwork that would be a problem, it's the syncing of data in the system that is a lot of work. The staff have already done the paperwork. High volume of stuff for SGA to process (last year there wasn't a lot of work for SGA to do so it was possible but this year is different as everything is almost back to normal)
- Discussion will happen next week once everyone has had a chance to present their proposals.
- Passa saying that we should have preliminary discussion about how they are going
- Emily thinks that prioritizing the directors and executives to be paid and that was how she came about her projections for the stipends. Everyone else should be paid based on what they are putting in instead of making it equal among the offices.
- Discussion on whether offices should be paid equal because all council members are paid equally (following the same precedent) or paying offices based on how many people they have and how much work they are putting in because some offices are just working on more things than others.
- Passa thinks that trying to argue over what a director is ridiculous, thinks that everyone in all of our offices work very hard and contribute substantially to the projects the offices are working on

- Herman proposes a range (paying between 200-300) for directors and the smaller offices can have more wiggle room to pay higher; Discussed how uncomfortable he would be paying directors a vast difference they are public servants
- Talked about standardizing how they present money to the directors (having a form of payment that the directors can decide on how they want to spend it so they can use it for their basic needs)
- Carl thought that following the precedent that has been set and that among all offices there is a core amount of people
- Carl is worried that the directors that are working under the officers are not even making 15% of what the officers make and he is worried that the student body will see this a problem.
- Herman spoke about how giving money to their directors not only is money but also sends a message to them that their work is appreciated and the money that they are paid is coming from student funds.
- Discussion will continue offline and next week at the meeting.

XI. Adjournment*

Velazquez

- Breeze ends this meeting at 10:11pm.

Good and Welfare;

* Indicates Action Item

Indicates Consent Item

@Indicates Executive Session Item