Commonwealth Fee Board Meeting

Friday, January 26, 2024

4:00-5:30 p.m.

ZOOM: [https://psu.zoom.us/j/95557803761?pwd=VG5kZitldjlwVU1KMnczYnpyaTVzdz09](https://psu.zoom.us/j/95557803761?pwd=VG5kZitldjlwVU1KMnczYnpyaTVzdz09" \t "_blank)

Minutes

## Welcome/Roll Call

Zach Albright, Chair - present

Aiden Conese - present

Andrew Zimmerman - absent

Elise DuFour - present

Gonzalo Ingram - absent

Joseph Confer - absent

Joshua Krause - present

Madison Ollis - present

Maria Catalina - present

Matthew Strupczewski - present

Dan Murphy - present

Gina D’Amato-Kaufman

Jay Arcuri - absent

Carlos Rodriguez - present

Bill Samluk - present

Marena Sanoja - present

## Adoption of the Agenda

 N/A

## Adoption of the Minutes from Last Meeting

 N/A

## Items to be discussed and voted on (when noted)

* Basic Needs presentation and proposal – Leanne Lenz

FY25 $85,000 (same as current)

FY26 $86,700 (2% increase)

Support offered to students: Case management, Emergency support distribution, Development

Funds support salaries for the team, so the amount may go up a bit because of salary increases.

Questions from DSAs: What outreach and engagement does the office provide? Monthly basic needs partner meetings with campuses. Discussed best ways to reach Commonwealth students who need it most. Ideas include getting information directly from food pantry staff and to then connect students with other resources like SNAP. Main way connection with the campuses is through that group, which is very valuable to the Basic Needs office. Leanne asked for board’s suggestions about ways to engage with campus students.

* CAPS presentation and proposal – Liz Toepfer, Natalie Hernandez

FY25 $401,381 (4.1% increase)

FY26 – 2 options

1. $414,671 (3.3% increase)
2. $534,671 (33.2% increase) – for University-wide services plus 2 regional case managers (to provide both remote services and to provide in-person services when needed)

Natalie—Thank you to the board for support. CFB funding is used for University-wide services including Mantra (tele-psychiatry).

Elise-Do you have data from other universities that utilize case managers? Do you see the anticipated budget situation requiring CFB to fund these positions? Natalie-Yes, seeing interest and movement from others about getting case managers. There is excitement and socializing around the use of case managers, which helps the process go more smoothly and provides a better experience for students. Budget question-Natalie predicts that if CAPS proceeds with getting case managers, it will need to rely on the fee board to support that effort. Elise-Using enrollment data, do you know what the 33% increase would translate into student fee dollars? Dan-that information will be provided to the board at the 2/2 meeting. Liz added that if board members were interested in knowing the benefits of having case managers at their campuses, they could ask their counselors at their campuses. That has been a need that has been spoken about among DSAs.

Zach-Since option 2 is such a big jump, could part of the requested amount be provided so that one full-time and one part-time position could be filled. Liz agreed and feels that it could be a phased process over two to three years. Would they be remote or in person? Liz explained that they will need to follow a hybrid model by providing remote services but that they will also make visits to campuses.

Dan-Shared a general note to the fee board: In March and April, we will need to balance allocating the resources and the funding for the things we want to support without being too tied to administrative structure. These proposals will have to grow as the university figures out what its plan for FY26 looks like. For all proposals, we’ll have to navigate how to balance the resources we believe provide value to campus students while also having flexibility for administrative structures to evolve with university.

How you go about engaging campuses in conversation about needs and promoting services, etc.: DSAs, counselors, students, outreach the way they have done with other university services

* SLS presentation and proposal – Dan McKenrick, Melissa Shirey

FY25 $127,500 (1% increase)

FY26 $129,000 (1% increase)

Dan anticipates having to amend the request for FY25 because of compensation modernization initiative. Majority funding supports salaries and wages, so this may impact the request. Non-salary expenses will not change because of the comp mod initiative. One-fifth of their overall request goes to the CFB; the rest goes to the UP fee board.

Current challenges are: Usage and awareness of services (103 intakes this past year, consistent with prior year), Recruitment and retention of employees (comp mod should help with this), Inflation (example given of increased cost of Westlaw legal research software.)

SLS offers consultation and referral services.

How to identify students in need: students contact office through the website or drop in on Tuesdays, 9am-4pm.

## Additional Discussion / Public Comment

 N/A

## Recommendations to the Vice President

 N/A

## Adjournment

Future meeting dates: February 2, March 15, April 19 (Greater Allegheny) All meetings begin at 4:00