

2013

# Student Fee Review Board Memo

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## Recommended Citation

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**GPSA @ UNM**  
Graduate And Professional Student Association

Student Fee Review Board

Dear Applicants,

The purpose of the Student Fee Review Board (SFRB) hearings is to provide time for all departments applying for funding to give a detailed overview of their budgets and financial needs. The Board recommends this format for presentations in order to convey all necessary information in an efficient and effective manner, while allowing sufficient time for a question and answer period. We believe this standardized format will benefit all applicants by providing the Board the information necessary to make decisions regarding the final budget.

### **Recommended Hearing Presentation Structure**

Thirty minutes hearings for all departments

*First 15 minutes:*

- Detailed overview of the use of SFRB funding for the current year.
- Detailed overview of the use of SFRB funding for the next fiscal year.
- Detailed explanation of any increase in funding request.

*Second 15 minutes:*

- Question and answer period

### **SFRB hearings will be held Thursday - Saturday, January 10<sup>th</sup> - 12<sup>th</sup>, 2013**

We recognize that the hearings begin the Thursday before the start of classes. This earlier start date is due to several factors that are impacting the process. A new and positive aspect to the funding process for SFRB fees is the collaboration with the Strategic Budget Leadership Team (SBLT). This requires the initial recommendation from the Board to be presented two and a half weeks earlier than it has been in previous years. In addition, this year the funding for increased student wages, the possible salary increase for staff, and the University-wide Foundation surcharge will be factors in the final recommendation for SFRB funding. Given the increased complexity of this year's process, we voted as a board to readdress ways in which we could strengthen the integrity of our structures.

Therefore we are putting more emphasis on the *community forums*, formerly known as town halls, as the vehicle for students to express their experiences and thoughts concerning various departments. Student input and community comment remain a *vital* part of the funding process. We respectfully ask for your support and understanding during this year of transition for our timetable.

These dates allow sufficient time for the Board to review budgets and to hold community fora and deliberations. In order to be responsive to the earlier University budget schedule this year, we must complete this process before submitting a preliminary recommendation to the Strategic Budget Leadership Team (SBLT) by February 15<sup>th</sup>, as stipulated in University Policy 1310.

Upon receiving all applications, we will assign individual hearings, to give enough notice to each applicant. In addition, applicants with specific scheduling needs may request convenient time slots. It is important to remember that this schedule also benefits all stakeholders by providing sufficient time for the Board to thoroughly address all concerns in the funding process.



**SFRB Community Forums will be held Thursday, January 17<sup>th</sup> and Tuesday January 15<sup>th</sup>**

Community forums are scheduled for two separate days, each day providing two hours of time.

- **Tuesday, January 15th, 4:00-6:00 p.m SUB Atrium**
- **Thursday, January 17th, 11:30 a.m.-1:30 p.m. SUB Atrium**

Board members are committed to being present during the duration of these forums. They are specifically scheduled between hearings and deliberations to include direct student perspective before final recommendations are made. We also welcome community input via our email at [sfrb@unm.edu](mailto:sfrb@unm.edu).