

**AGENDA**  
**Campus Fee Advisory Committee Meeting**

**April 19, 2024**  
**11:00 A.M.**

<https://SDSU.zoom.us/j/86914079553>

Meeting ID: 869 1407 9553

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[83560450967@zoomcrc.com](mailto:83560450967@zoomcrc.com)

**1. Review and Approve Minutes**

- a. March 8, 2024

**2. Proposals**

- a. Student Success Fee Academic Related Programs
- b. Instructionally Related Activities (IRA) Budget

**3. Action Items**

None.

**4. Informational Items**

- a. Equitable Access Fee (Cat IV)
- b. Graduate Student Health Insurance Plan Fee (Cat IV)

**5. New Business**

- a. Alternative Consultation Process

**6. Public Comment**

**7. Reminder – Next Meeting Date – Friday, May 3, 2024 at 11:00 A.M. on Zoom**

## CAMPUS FEE ADVISORY COMMITTEE

March 9, 2024

### MINUTES

#### ATTENDEES

Chair: Katie Olivo

Members: Palni Bhatt Alana Ritchison  
~~Ally Gallant~~ Derrick Herrera  
~~Mary Anne Kremicki~~ Victoria Lara  
Zachary Almaraz Crystal Little  
Karen Macauley Tarek Morsy  
~~Kenia Neblina~~ Rashmi Praba  
Leo Reyes Pena Melvin Ridley III  
~~Savanna Schuermann~~ Satish Sharma  
Amanda Wilson

Guests: Nola Butler-Byrd Susan Laughlin  
Mikhail Portnoy Sophia Koch  
Beth Warrem Lauren Falls

The meeting was called to order at 11:03 A.M. by Katie Olivo, CFAC Chair.

#### Review and Approval of February 23<sup>rd</sup>, 2024 Meeting Minutes

Olivo asked if there were any questions or comments for last meeting's minutes before the committee moved to approve. There were none. Rashmi Praba moved to approve. Palni Bhatt seconded the motion. Meeting minutes were approved unanimously.

#### Proposals

- a. SSF/IRA Policy Review-
  - i. Chair Olivo went over the proposal for IRA and SSF Travel fees increase. This increase is to allow for the increasing cost of travel.
  - ii. The fee applies to the faculty and staff advisors as well as the students. This proposal ties the "per student, per rate" to 50% of the campus maximum allowable amount. Nola Butler Byrd noted, it is a good idea to tie the two fees together, so they remain congruent with each other.
  - iii. To disseminate the information, there are meetings with those who are impacted and their advisors so there is clarity on what amount of money is an allowable expense.
  - iv. No one expressed a need to discuss further, so the committee decided to move to action.

#### Action Items

- a. SSF/IRA Policy Approval  
Motion to approve – Palni Bhatt, Seconded by – Zachary Almaraz  
Abstentions: Rashmi Praba

#### Informational Items

None.

**New Business**

None.

**Public Comment**

None.

Olivo adjourned the meeting at 11:15 A.M.

**Reminder:** Next meeting is scheduled for Friday, March 22, at 11:00 A.M. via Zoom.

File Name	Proposal Name	Request - \$
ENG.35 S24	Aztec Electric Racing - Competition Travel	\$53,370.00
HHS.10 S24	Speech, Language, and Hearing Sciences Preprofessional Workshop and CSHA Convention	\$17,255.00
ENG.15 S24	Aztec Electric Racing - Battery Development	\$11,350.00
SCI.8 S24	Joint Mathematics Meetings 2025	\$19,250.00
EDU.5 S24	2025 NASPA Annual Conference, New Orleans	\$37,025.87
ENG.26 S24	American Society of Mechanical Engineers (ASME): 2024-2025	\$16,000.00
ENG.25 S24	ASCE members compete in competitions at PSWS. As teams prepare for and participate in the events, students will gain valuable academic experiences.	\$94,649.70
HHS.29 S24	Third Annual Road to Success Conference	\$89,000.00
FCB.5 S24	VCIC Regionals 2025	\$6,800.00
PSFA.19 S24	Keeping Up with the Ceramic Renaissance	\$48,000.00
PSFA.12 S24	Ballet Folklórico Xochipilli de SDSU: Celebrating Chicana Culture & Community at SDSU	\$24,420.00
HHS.6 S24	American Speech Language Hearing Association (ASHA) Conference	\$21,780.00
CAL.23 S24	Center for Health Economics & Policy Studies (CHEPS) Applied Social Science Research Mentoring Workshop & Seminar Series	\$47,000.00
SCI.4 S24	Society for Industrial and Organizational Psychology 2025 Conference and Pre-Conference	\$43,823.00
HHS.22 S24	SLHS Speaker Series 2024-2025	\$9,000.00
HHS.13 S24	Thrive and Grow with the Student Health Advisory Committee	\$300.00
CAL.24 S24	Applied Economics & Economic Demography Colloquium	\$18,000.00
PSFA.6 S24	2024 Midwest Clinic International Band and Orchestra Conference: Professional Development for Music Credential Student Teachers.	\$54,885.00
SDSU.IVC.1	Funding for UWorld NCLEX Preparation	\$7,900.00
SCI.25 S24	Exploring Mexican Cultural Traditions	\$19,662.32
ENG.9 S24	Society of Hispanic Professional Engineers Annual High School Conference	\$1,500.00
ENG.33 S24	American Society of Civil Engineers Concrete Canoe	\$15,161.00
PSFA.2 S24	SDSU Opera Theatre 2025 Production	\$20,000.00
ENG.27 S24	Aztec Electric Racing - Structures Development	\$15,610.00
ENG.4 S24	Women in Engineering Conference 2024	\$27,000.00
FCB.10 S24	2025 CalSHRM (California State Council of the Society for Human Resource Management) Student HR Case Competition	\$2,887.00
CAL.19 S24	Mock Trial Development Project - Regionals 2025	\$6,678.50
ENG.17 S24	Aztec Electric Racing - Aerodynamics	\$9,762.00
CAL.21 S24	WOCE First Gen Series	\$36,300.00
EDU.4 S24	Empowering Tomorrow's School Counseling Leaders at CASC: Fostering Systemic Change for Safe School Environments	\$51,140.00
HHS.19 S24	2025 National Student Nurses' Association Convention	\$41,760.00
PSFA.8 S24	Jazztec Jam: Continuing Monthly Jazz Jam Sessions at SDSU	\$18,000.00
PSFA.1 S24	A musical production produced by Musical Theatre Club	\$10,000.00
CAL.27 S24	Expanding Political Horizons and Empowering Grad Students: SDSU PSGSA at WPSA Seattle 2025	\$21,712.00
HHS.9 S24	Supporting JDP-LCD Students' Engagement in National and International Conferences	\$36,500.00
PSFA.15 S24	Symphony at State: New York Philharmonic Guest Artists with Featured Recitals, Workshops, and Interviews for SDSU and local community musicians.	\$20,650.00

ENG.30 S24	American Society of Civil Engineers (ASCE): Geo-Wall Team	\$12,000.00
PSFA.14 S24	SDSU School of Music commission project and Balboa world premiere performance with composer Catherine Likhuta.	\$28,250.00
CAL.5 S24	Geography Hands-on Field Experiences	\$48,005.28
ENG.19 S24	Aztec Electric Racing - Powertrain Development	\$31,372.00
ENG.24 S24	Rocket Project	\$30,000.00
PSFA.4 S24	Learning Beyond the Classroom: NSM&#x2122;s Cultural Experience in Seattle	\$35,000.00
ENG.32 S24	Mechatronics RoboSub 2025 Autonomous Underwater Vehicle ProjectMechatronics RoboSub 2025 Autonomous Underwater Vehicle Project	\$25,000.00
ENG.36 S24	Icarus Spaceport America Cup	\$3,000.00
FCB.8 S24	SanskritSDSU Diwali 2024	\$3,000.00
ENG.3 S24	Women in Engineering Conference (WE24)	\$13,500.00
ENG.8 S24	National Society of Black Engineers National Convention	\$32,000.00
HHS.25 S24	Audiology Beyond the Classroom	\$32,888.00
FCB.4 S24	SURGE 2025 Student-Run Global Conference	\$11,000.00
PSFA.18 S24	Emanuel Gat Workshop	\$15,500.00
CAL.9 S24	American Society for Photogrammetry and Remote Sensing (ASPRS) Student Travel Fund for ISPRS Symposium & Field trip in Australia	\$33,254.00
HHS.2 S24	Conference Presentation of Research Widespread preexisting resistance to new and repurposed anti-tuberculosis drugs through loss-of-function	\$1,000.00
PSFA.10 S24	California All-State Music Education Conference (CASMEC): Professional Development for Future Music Educators	\$19,650.00
PSFA.5 S24	Friends of MSF SDSU '25 Service Learning Trip to San Jose, Costa Rica	\$38,137.50
FCB.9 S24	World Business Forum, NYC, 2024	\$13,290.00
CAL.6 S24	2025 Geo Week Denver	\$14,135.00
ENG.29 S24	The timber-strong team focus is to design and build a creative, sustainable, and structurally durable wood-framed building in our competition at PSWS.	\$8,926.26
CAL.29 S24	Applied Economics & Policy Student Conference Travel Fund	\$16,000.00
HHS.3 S24	NASW California Legislative Lobby Days	\$33,380.00
HHS.4 S24	Advancing Audiology: Spring Edition	\$35,330.00
FCB.6 S24	San Diego Gulls Women in Sports Night	\$1,500.00
CAL.13 S24	Cultivating Liberation: Exploring the Means of Care through Disability Justice with Leah Lakshmi Piepzna-Samarasinha	\$14,980.00
ENG.2 S24	American Society of Civil Engineers: Steel Bridge	\$10,000.00
HHS.8 S24	Expanding Knowledge and Representation for Bilingual Speech Language Pathology Students	\$4,000.00
ENG.11 S24	American Society of Civil Engineers: Environmental Design Team Spring of 2025	\$8,000.00
SCI.12 S24	Chanel Miller - &#x201cKnow My Name&#x201c	\$26,500.00
ENG.10 S24	Society of Hispanic Professional Engineers Internal Projects	\$550.00
SCI.19 S24	22nd Annual University of California, Davis Pre-Health Conference 2024	\$6,500.00
SDSU.IVC.4	RaAces Inspiradas	\$35,000.00
ENG.18 S24	Aztec Aerospace Design: Preparing Students to Become the Engineers of Tomorrow	\$25,000.00
CAL.34 S24	Naglona Positivity Pride Presentation	\$6,670.00
ENG.22 S24	Aztec Electric Racing - Ergonomics	\$7,433.00
SCI.5 S24	We are asking for funds for SDSU's Girls Who Code College Loop to go to a Wonder Women Tech Conference.	\$9,000.00

CAL.4 S24	Arts and Culture Club (ACC) Eighth Annual Showcase, Off-Campus Field Trips, and Workshops	\$6,695.00
EDU.2 S24	Empowering School Counseling Leaders: Innovations For Equity and Excellence at ASCA Conference	\$6,447.00
PSFA.16 S24	SDSU School of Music commission project, guest lecturer, and world premiere performance with composer John Mackey.	\$7,550.00
SCI.9 S24	Funding for SDSU Women in Science Society to attend The Global Women in STEM Leadership Summit	\$10,367.76
SCI.11 S24	WOCE Healers of Communities of Color	\$30,500.00
HHS.20 S24	SDSU's MS in Athletic Training Program Comprehensive Student Representation at FWATA's Annual Meeting & Clinical Symposium.	\$13,985.00
ENG.34 F24	American Society of Civil Engineers (ASCE): Geo-Wall Team	\$3,300.00
ENG.21 S24	Aerospike Nozzle Project	\$6,500.00
HHS.27 S24	Black Culture; Art and Soul	\$10,000.00
ENG.31 S24	Competitions to Showcase and Develop Engineering Skills	\$50,983.00
PSFA.3 S24	The Daily Aztec to ACP Journalism Mega Workshop 2024	\$7,495.00
CAL.2 S24	Geography Student Travel Funding for the American Association of Geographers 2025 Annual Meeting	\$46,913.00
FCB.2 S24	Western LEAD 2025 Provincial Conference	\$11,200.00
CAL.17 S24	Dignified learning Project Bi-Annual Conference	\$5,800.00
PSFA.17 S24	New York City Jewelry week professional conference	\$28,548.00
FCB.3 S24	Securing a Brighter Future: A Proposal for Funding to Attend the National Society of Black Engineers (NSBE) Conference in Atlanta	\$500.00
		\$1,909,666.19

College	Funding Amount Request	SUM of Funding Amount Request	COUNT of	SUM of
Arts & Letters	0	\$817,631.28	0	0
Business	35	\$170,427.36	14	\$322,142.78
Education	14	\$308,400.37	3	\$94,612.87
Engineering	10	\$715,442.78	25	\$511,966.96
Faculty Advancement & Student Success	36	\$78,500.00	8	\$50,177.00
Health and Human Services	2	\$878,374.00	14	\$346,178.00
Professional Studies & Fine Arts	29	\$551,141.73	15	\$376,085.50
Sciences	21	\$602,328.08	8	\$165,603.08
SDSU Imperial Valley	25	\$99,127.00	2	\$42,900.00
<b>Grand Total</b>	<b>177</b>	<b>\$4,221,372.60</b>	<b>89</b>	<b>\$1,909,666.19</b>

SUM of Funding Amount Request by Cla Class Level									
	Doctoral	Master	Undergraduate Freshman	Undergraduate Junior	Undergraduate Senior	Undergraduate Sophomore	Grand Total		
CAL)	\$83,254.00	\$401,910.50		\$201,888.78	\$14,980.00	\$115,598.00	\$817,631.28		
EDU)	\$91,930.00	\$206,470.37				\$10,000.00	\$308,400.37		
ENG)	\$1,800.00	\$109,183.00		\$187,113.82	\$214,286.96	\$203,059.00	\$715,442.78		
FASS)		\$500.00		\$78,500.00			\$78,500.00		
FCB)		\$306,372.00	\$12,000.00	\$25,977.00	\$80,000.00	\$63,950.36	\$170,427.36		
HHS)	\$223,992.00	\$38,550.00		\$207,180.00	\$27,770.00	\$101,060.00	\$878,374.00		
PSFA)	\$30,350.00	\$244,368.00		\$312,691.73	\$102,885.00	\$97,015.00	\$551,141.73		
SCI)			\$13,100.00	\$183,510.08	\$69,000.00	\$75,100.00	\$602,328.08		
SDSU IVC)			\$78,127.00	\$7,900.00			\$99,127.00		
<b>Grand Total</b>	<b>\$431,326.00</b>	<b>\$1,307,353.87</b>	<b>\$25,100.00</b>	<b>\$1,274,988.41</b>	<b>\$516,821.96</b>	<b>\$665,782.36</b>	<b>\$4,221,372.60</b>		

SAN DIEGO STATE UNIVERSITY  
Proposed 2023/24 IRA Budget

	2023/2024 Approved BUDGET	2023/2024 3/22/2024 ACTUAL	2023/2024 Est. 6/30/24 PROJECTIONS	2024/2025 Proposed BUDGET	
<b>REVENUE:</b>					
FEES - MAIN CAMPUS	\$1,552,662	\$1,609,558	\$1,639,343	\$1,699,601	[a]
FEES - IVC	37,859	42,320	42,320	46,089	[a]
SUBTOTAL	\$1,590,521	\$1,651,878	\$1,681,663	\$1,745,690	
INTEREST INCOME/OTHER	15,000	48,593	50,000	20,000	[b]
TRANSFER IN/(OUT) - RESERVE					
<b>TOTAL REVENUE:</b>	<b>\$1,605,521</b>	<b>\$1,700,471</b>	<b>\$1,731,663</b>	<b>\$1,765,690</b>	
<b>COMMITMENTS:</b>					
MUSIC-LICENSING FEES	55,000	45,634	60,846	60,000	[c]
STUDENT TRAVEL INSURANCE	1,700	934	1,700	1,700	[c]
OVERHEAD (6% OF EXPENSES)	96,094	96,094	96,094	93,057	
IVC	37,859	14,024	42,320	46,089	
<b>SUBTOTAL COMMITMENTS:</b>	<b>\$190,652</b>	<b>\$156,686</b>	<b>\$200,960</b>	<b>\$200,846</b>	
<b>NET AVAILABLE AFTER COMMITMENTS:</b>	<b>\$1,414,869</b>	<b>\$1,543,785</b>	<b>\$1,530,703</b>	<b>\$1,564,844</b>	
<b>PROGRAM ALLOCATIONS:</b>					
ACADEMIC AFFAIRS	294,000	\$100,630	\$294,000	\$294,000	
ATHLETICS	804,000	804,000	804,000	836,160	[d]
ATHLETICS - INSURANCE	313,000	313,000	313,000	313,000	
The Daily Aztec	63,000	63,000	63,000	0	[e]
KCR College Radio	33,000	33,000	33,000	0	[e]
Aztec Student Media Group	0	0	0	121,684	
<b>SUBTOTAL ALLOCATIONS:</b>	<b>\$1,507,000</b>	<b>\$1,313,630</b>	<b>\$1,507,000</b>	<b>\$1,564,844</b>	
<b>TOTAL EXPENSES</b>	<b>\$1,697,652</b>	<b>\$1,470,316</b>	<b>\$1,707,960</b>	<b>\$1,765,690</b>	
<b>BALANCE:</b>	<b>(\$94,890)</b>	<b>\$230,155</b>	<b>\$23,703</b>	<b>(\$0)</b>	
<b>One Time Request- Aztec Student Media Group</b>				<b>\$128,426</b>	

EST RESERVE STATUS 2023/24	CAMPUS
RESERVE AS OF 6/30/23	\$1,080,768
FINAL FOUR SUPPORT	\$0
2023/24 ALLOCATION	23,703
<b>EST RESERVE AS OF 6/30/24</b>	<b>\$1,104,472</b>

EST RESERVE STATUS 2024/25	CAMPUS
EST RESERVE AS OF 6/30/24	\$1,104,472
2024/25 ALLOCATION	(128,426)
2024/25 BALANCE	(0)
<b>EST RESERVE AS OF 6/30/25</b>	<b>\$976,045</b>

- [a] Revenues projection based on enrollment estimate provided by Academic Affairs on 2/13/23.
- [b] Interest earnings estimate based on historical trend.
- [c] Budget is based on historical trend.
- [d] Adjusted for HEPI.
- [e] Subsidized operating expenses for The Daily Aztec and KCR College Radio.



**Information Only - Total Projected 24/25 IRA Fee Distribution**

	IRA1	IRA2	IRA3	IRA4
IRA1 - Main Campus	1,527,291			
IRA3- Main Campus			172,310	
IV IRA1- IV Campus	46,089			
IV IRA2 AA- IV Campus		242,479		
IV IRA3 AS- IV Campus			242,706	
IV IRA4 ASC - IV Campus				104,438
IRA2- Athletics		8,145,062		
IRA3- Athletics			6,881,889	
IRA3 - Sports Clubs			516,318	
ASC (IRA4 - \$44.20)				3,339,090
<b>Total</b>	<b>1,573,380</b>	<b>8,387,540</b>	<b>7,813,223</b>	<b>3,443,528</b>

Amount permanently transferred from Athletics  
 UOF to Academic Affairs UOF  
 (50% of IRA2)

4,072,531

Updated 3/28/24



Contact extension 4-4578 for assistance with completion of form. Send completed form electronically to Budget & Finance.

[budget@mail.sdsu.edu](mailto:budget@mail.sdsu.edu)

	Required Fields
	Budget & Finance Use Only

Name of Requestor:

Organization/Department Name:

Requestor's Email:

Requestor's Phone Number:

Request Number:

Purpose or Name of Student Fee:

Revision to an Existing Student Fee      Proposed Revised Fee Amount:

Establish a New Student Fee      Proposed New Fee Amount:

Effective Date:

**JUSTIFICATION for new fee or to revise existing fee:**

Equitable Access is a digital-first flat rate course materials program for all undergraduate students developed by the SDSU Bookstore with the support of the University. This program provides each student access to all of their required course materials before the first day of class for one low rate of up to \$21.50 per unit/credit. Equitable Access will deliver all required course material with an International Standard Book Number (ISBN). Students can choose to stay in the program or opt-out before the add/drop deadline. Students who remain in the program will have their student account charged. Equitable Access will be rebranded Day 1 Ready starting in Fall 2024.

Statement of Revenues & Expenditures is attached (REQUIRED)

Additional documentation is attached  
*(attached additional documentation as necessary to justify proposed fee)*

Please refer to SDSU Fee Policy & Procedures tab for further information and guidance.

**APPROVALS:**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Requestor	Date	Provost or Vice President	Date
<input type="text"/>	<input type="text"/>		
Dean/Administrator	Date		

**Budget & Finance Use Only**

<b>Fee Category:</b> <input type="checkbox"/> Category II <input type="checkbox"/> Category III	<input checked="" type="checkbox"/> Category IV <input type="checkbox"/> Category V
<b>Action Items:</b> <input type="checkbox"/> Student Fee Referendum/Alt. Consultation <input type="checkbox"/> CFAC recommendation <input type="checkbox"/> President's Approval <input type="checkbox"/> Chancellor's Office Approval	<input checked="" type="checkbox"/> President's Approval <input checked="" type="checkbox"/> CFAC information item

<input type="text"/>	<input type="text"/>
Budget & Finance	Date