

CAMPUS FEE ADVISORY COMMITTEE

April 22, 2011

MINUTES

ATTENDEES

Members: David Ely Grant Mack
Amanda Pascoe Krista Parker
Laura Schofield Eric Rivera
Debra Bertram Ethan Singer

Student Alternates: Channelle McNutt Tom Rivera

Non-voting member: Crystal Little

Guests: Scott Burns

The meeting was called to order at 2:05 P.M. by Dr. David Ely, CFAC Chair.

Approval of March 25, 2011 CFAC Meeting Minutes (Attachment 1)

The minutes were reviewed. Ms. Parker made a motion to approve the minutes, which was seconded by Mr. Mack. The minutes were approved unanimously.

Informational Items:

a. Approved SDSU Winter Guard Membership Fee and Aztec Indoor Drumline Membership Fee (Attachment 2)

This fee has been approved by the campus president. Ms. Pascoe asked if this fee covers all the Winter Guard costs, since there are 320 student organizations that come to AS without any other avenue for funding. The intent of the fee is to primarily cover entrance fees and travel to competitions; their budget is consistent with prior revenue and expense under former Foundation management; there is a history of expenses paid (Mr. Burns).

b. President's Approval of Student Success Fee for College of Business Administration (Attachment 3)

Dr. Ely presented the paperwork submitted to President Weber, as well as the President's recommendation to approve this fee.

c. Spring Referendum Timetable Template (Attachment 4)

Dr. Ely presented a template for future referenda, and an example consisting of the template being applied to the recent Student Success Fee proposal. A key difference between the template and recent practices is that the start of the process would be moved earlier (e.g., the sponsor would present the fee proposal to CFAC in November, the ad would be ready to be placed in the Daily Aztec in December). Another key change is that students would have four to six weeks to prepare pro/con statements, thus ensuring sufficient time for pro/con statements, rebuttals and appeals to be submitted. It is not clear how this template should be used; this template could be used informally for a year or two before institutionalizing its use. Another option is to build it in the election code or ask the campus president to sign off on it. Dr. Singer asked for a template for a fee proposal as well; it would outline the requirements for a fee proposal. The form to establish or revise a student fee is available online; it includes a blank statement of revenues and expenditures (Ms. Little). Dr. Singer suggested a formalized fee proposal process. The committee agreed that a complete packet of materials, including the required fee proposal forms and timeline template, be assembled and made available to sponsors of category II fee proposals in the future.

Action Item:

a. 2011/12 IRA budget (Attachment 5)

Ms. Little introduced a revised IRA budget, which proposes a possible solution to the depleting reserves with a two year plan to use reserves, reduce program allocations and for programs to partially or fully pay for their insurance costs. Athletics would pay \$25,000 of their insurance premium; AS would pay the insurance premium for Sports Clubs, which is estimated at \$41,458. Sports Clubs would not be budgeted their \$5,000 program allocation and Athletics program allocation would be reduced by \$25,000; this leaves the reserve contributing \$99,030, with a remaining reserve balance of \$95,580 at the end of the year. A similar reduction strategy, as well as a fee increase would be proposed the following year to alleviate the budget problem for future years. In 2013/2014 IRA program allocations would go back to budgeted 2010/11 levels and IRA would again fully cover insurance costs.

Ms. Pascoe asked about the other sources of revenue for Athletics and Sports Clubs; this detail has been provided in the past. Ms. Little explained that CFAC has no vote over the other components of the IRA budget, so these were excluded. CFAC's responsibility is to approve program allocations at the bottom of the spreadsheet; all the revenue has been allocated (Dr. Ely).

The Sports Club allocation is \$318,000 this year and \$352,000 in the prior year; Ms. Pascoe also shared the Sports Club Allocation Information (Attachment 5 Addendum). The first Total Revenue column includes fundraising, membership dues, donations and IRA allocations. The second column only includes the IRA allocation from IRA III. There was not much carryover from last year and the funds are expected to be fully spent. A lot of the costs are from renting the fields; ice hockey is the largest because they have to rent ice time (Ms. Pascoe).

Ms. Parker stated that she doesn't feel comfortable voting on the IRA budget without seeing the other funding sources. Ms. Pascoe shared last year's IRA budget, which includes the other two IRA components. The current year is fairly close to last year; Sports Club is \$320,000 and Athletics is between \$9 and \$10 million (Ms. Little). It is also important to understand the operating expense of the various programs, the net at the end of the year, building of reserves and other sources of revenue (Mr. Burns). An IRA budget similar to what was presented last year would still not be complete; it would only show the IRA coming in and going out. Mr. Tom Rivera agreed that the committee should see the entire IRA budget before making a decision, and asked if there was a deadline to approve this budget. The complete budget will include the IRA II and IRA III, but the data is limited to revenue equaling expenses - one line, as the funds go directly to Athletics and Sports Club (Ms. Little). Without the complete IRA budget Ms. Parker would propose that the \$5,000 be taken from Athletics and not Sports Club; seeing the entire budget would make a difference in her decision. The IRA budget approval can wait until the next meeting (Dr. Ely).

Mr. Mack made the motion to table this action item until May 6. The motion was seconded by Mr. Tom Rivera. All committee members voted in favor of tabling the approval of the 2011/2012 IRA budget until the next CFAC meeting.

New Business

Ms. Pascoe requested to review the IRA academic allocations for all the colleges and all the requests that the colleges have submitted for review; both the funded and unfunded IRA proposals should be reviewed by the CFAC committee. Dr. Singer brings to the committee the funded allocations for review. He will ask for lists of what was not funded and will provide this information at the next meeting if the data is still available. Ms. Pascoe is curious to see what other projects are not being funded that may need support.

Mr. Tom Rivera made the motion to adjourn the meeting, which was seconded by Mr. Mack. The meeting adjourned at 2:37 PM.

Reminder: Next Meeting is scheduled for Friday, May 6 at 2:00 PM in SS-1608.