

CAMPUS FEE ADVISORY COMMITTEE

May 7, 2004

MINUTES

ATTENDEES

Members:

Truong Diep	Bill Boyd
Tommy Ishida	David Ely
Kristina Jacobs	Glen McClish
Jeff Obayashi	Jose Preciado
Juanita Salas (Chair)	Ethan Singer
Scott Simpson	

Voting Alternates:

Natasha Manus

Non-Voting Member:

Ed Bulinski

Guests:

Lorretta Leavitt
Patricia Kroncke
Liliana Lau
Deborah Quiett
Tom Wilson

Meeting was called to order at 2:07 p.m. by Chair, Salas.

AGENDA

The minutes were approved and are on the web site. Also in the packet--the President's approval of CFAC's recommendations from the April 23rd meeting. Memo from A.S. Executive Director, Dan Cornthwaite, regarding referendum appeal results. He outlined the appeal process and noted that no appeals were received.

INFORMATION ITEM

Bulinski spoke regarding Cademy's questions from the last CFAC meeting on election violations. He said the handout, which details questions and responses, was being provided as a courtesy and if there were truly alleged election violations, they would be the responsibility of the A.S. elections committee to receive and respond to. The path and process for election appeals, which is well defined in the A.S. policies, should be followed in the future. After reviewing all the issues it was the CFAC staff determination that none of the issues had any discernable influence on the results of the referendum. Bulinski said he would send these responses to the A.S. McClish asked about first two issues that he said look like rules. The last three issues look correct. There were five issues that did not happen. So the first two responses need to have the word "not" included in the statements. Bulinski said he would change to reflect this. Preciado said that he appreciated the staff response and hoped that these responses could be incorporated into the referendum procedures for the CFAC. He suggested that a checklist of things to do and not to do as part of the referendum procedure and as a point of reference. He pointed out that the sequence of events as far as the appeals process needs to be more streamlined. Salas stated that she had conversations with both A.S. and CFAC staff that the sequence was not the most appropriate and would like to make sure that the process is the more clear. This document will be sent to the President attached to the minutes.

INFORMATION ITEM

Preciado wondered whether the Summer Florence Semester Course Fee should be moved to an action item since this our last meeting of the semester. **Singer moved and Ishida seconded a motion to change the Summer Florence Semester Course Fee to an Action Item.** Singer stated that this is a request to change the range to accommodate requests of students who wish to have a "single" room rate charge, provide for administrative cost not originally included in the fee and to provide for future necessary cost increases. It was stressed that this is just a range change and not an increase in the fee. **The motion to change to an action item passed unanimously.**

INFORMATION ITEM

Singer spoke regarding the 2004/05 IRA recommended allocations. **Jacobs moved and Singer seconded a motion to move the recommended IRA allocations to an action item.** Preciado asked if we were also voting on the revised IRA budget as well as the allocations. Bulinski said that we would be voting on both. **Motion passed unanimously to move to an action item.**

ACTION ITEM

McClish moved and Preciado seconded a motion to approve the IRA budget. Preciado asked about Summer fees that are going to be collected and if they were included on the spreadsheet. Bulinski said that

Summer was included in the estimate. He wondered if we could pay back the loan that we borrowed from IVC in 2003/04. Bulinski talked about a mid-year review mechanism to be sure this deficit situation does not occur again. **The motion passed unanimously.**

ACTION ITEM

A motion was made by Preciado and seconded by Diep to approve the dishonored payment charge from \$20 to \$35 per item. The motion passed unanimously.

ACTION ITEM

Boyd moved and Jacobs seconded a motion to approve all four of the augmented Health Services Fees. (1. Crutch Dispensing Fee; 2. Optometry Fee; 3. Students Between Semester Fee; and 4. Continuing Care Fee) A modification was made to the optometry fee to read: *If the patient calls the Optometry Clinic at least 24 hours in advance of the scheduled appointment to either cancel or reschedule, the deposit will either be refunded or applied as prepayment to their new appointment. If the appointment is not kept, and there has not been a cancellation or rescheduling contact 24 hours in advance, the patient forfeits the service deposit as reimbursement for the wasted clinician's time.* It was noted that Executive Order 814 Policy on University Health Services was e-mailed to committee members. **Motion passed unanimously.**

ACTION ITEM

A motion was made by Jacobs and seconded by Preciado to approve the 2004/05 Revised Housing Fees to include an internet reconnection (RezCon) fee of \$25 which will be charged a resident who is disconnected from the University network due to violation of the University's Acceptable Use Policy. The fee for a second or subsequent reconnection will be \$75. Motion passed unanimously.

ACTION ITEM

A motion was made by Ishida and seconded by McClish to approve the Summer Florence Semester Course Fee range from \$4,075-\$5,000 to \$4,075-\$7,000. Salas asked how many students are involved. Singer said that about 20-25 students are involved. Several students requested that single rooms be offered which sparked this request. Singer wanted to emphasize that the range is being changed not the actual fee and that students pay only actual costs. **Acclamation called and motion passed unanimously.**

ACTION ITEM

A motion was made by McClish and seconded by Jacobs to approve the Academic Affairs proposed Distribution of 2004/05 IRA Allocations to Colleges/Divisions. Diep asked why some colleges received less allocation than others. Singer said a letter was sent to all the college deans specifying guidelines and that they must consult with the college councils. No major disagreements. Jacobs said she sat on the College of Arts and Letters council and they reviewed all the proposals to determine who would receive funds. Singer said that allocations were determined by the reduction of funding and colleges who historically and traditionally have programs that fit the definition.

<u>Colleges</u>	<u>2003/04 Alloc.</u>	<u>2004/05 Alloc.</u>
Arts and Letters	\$20,649	\$18,740
Business Administration	14,042	12,744
Education	8,950	8,123
Engineering	25,449	23,097
Health & Human Services	14,934	13,553
Professional Studies	77,930	70,727
Sciences	28,046	25,454
Graduate Division	10,000	9,076

Motion passed unanimously.

Announcements

Bulinski wanted to acknowledge and thank Chair, Juanita Salas for her outstanding leadership and Rosemary Patrick for her administrative support.

The meeting adjourned at 2:55 p.m.

Respectfully Submitted by

Rosemary Patrick
Business & Financial Affairs