

**CAMPUS FEE ADVISORY COMMITTEE**

September 14, 2010

**MINUTES****ATTENDEES**

Members:	David Ely Laura Schofield Eric Rivera Cathie Atkins	Candice Luistro Kimberlee Reilly Jose Preciado
Student Alternates:	Jesse Robles	
Staff Alternates:	Andrea Bauer	
Guests:	Scott Burns Sandy Jorgensen-Funk	Marti Ruel, AVP Student Services Rey Monzon, STAAR

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

**Approval of August 25, 2010 CFAC Meeting Minutes** (Attachment 1)

The minutes were reviewed; there were two corrections: a grammatical error and statement clarification: the frequency of random sampling sessions per night was just a suggestion made by Mr. Burns. Mr. Robles made a motion to approve the minutes with these corrections, which was seconded by Ms. Reilly. The minutes were approved with one abstention and no objections.

The majority of student members are not present at this meeting, so the invitations for Random Sample and Public Forums, as well as the information for the website will be formally approved at the next meeting.

**Informational Items**

## a. 2010/11 Housing Rate (Attachment 2)

This was presented as an information item, since housing rate adjustments no longer go through CFAC for recommendation, per a change to the executive order. Mr. Preciado raised concern over this, due to the possibility of having outrageous fees on students and their impossibility to break their contract or make adjustments to their financial aid within short notice, especially now that out-of-state students are required to live on campus. He suggested the committee to examine the shared governance process to see if the campus president is willing to receive a recommendation from CFAC on some mitigation, even though the requirement is to just inform the committee about these rate changes.

Mr. Burns suggested bringing in Bob Schulz and Pat Francisco to explain the process, how these rates are determined and the timing of these. This 10/11 Housing Rate process began in February, early in the spring semester, with minor revisions for this year (Mr. Rivera). This is more of an administrative change (Mr. Rainer).

## b. Subcommittee Report on Alternative Consultation

## i. Invitation to Random Sample, Invitation to Public Forums, Information for website (Attachment 3)

Dr. Ely presented these items, which were prepared by the subcommittee. The objective is to have 385 randomly selected students participate in the discussion sessions to have 5% statistical confidence; the second approach would be to hold open forums and solicit student input. There is one change: who the message comes from and who signs it; the idea is to avoid the perception that Associated Students (AS) is tied to this fee; this has been an issue with former AS presidents (Dr. Ely). The committee is to consider the text and who the message should come from. Mr. Preciado suggested that the message should come from the Vice President of Student Affairs, since this fee is coming from Student Affairs. Ms. Reilly asked if this should come from CFAC. The main concern is that students won't know who CFAC is, which might affect student turnout (Dr. Ely). There is a difference between the role of CFAC and that of AS (Mr. Rivera). This letter is in support of voting, not in support of the issue (Mr. Rainer).

Mr. Robles doesn't think students won't be able to recognize who CFAC is, but if the committee is looking to bring more people, then AS can educate people and ask them to come to these presentations and voice their opinion. Mr. Rivera agrees.

The subcommittee also considered President Weber's signature, which might flag this as more important for students. Mr. Burns believes that the initial information for the IRA was signed by the Advisory Committee and the then AS

president, James Poet, followed up with students asking them to vote. The letter can go out from CFAC; it can be adjusted to come from the committee and not an individual (Dr. Ely).

Dr. Ely addressed the need for a contact person to answer simple questions. There was a mailbox set up for IRA, especially for open forum issues (Mr. Rainer).

The committee moved on to review the text for open forum invitations. Ms. Schofield found the first paragraph confusing due to the wording of fees per term.

To increase student participation, Mr. Rivera suggested clarifying that students only have to attend one open forum and to add "any one of the following" to the first sentence, even though something similar is stated in the last paragraph.

Dr. Monzon, Director of Student Testing Assessment and Research, explained the mechanics of inviting students to random sample presentations. The plan is to utilize Student Voice, which is similar to Survey Monkey, but this system will be used for reservations. There will be a link with fill in information where the student will be able to pick one of 8 sessions. Each session will close as it fills. There will be a cap of 50-75 students per session. The invitations will be sent to 3000 students; this system will also send email reminders asking for a response and following up with those who have responded. This system is better than using Enrollment Services because of the capability to follow up. This system has a random numbers generator and will randomly select 3000 RED IDs from this campus; IVC students won't be in this pool.

There might be rescheduling issues, which may be resolved by sending another link. At the end of the survey the students will be redirected to the fee Information site.

Ms. Reilly suggested adding the SFS fee link to the main SDSU site.

The target dates are October 4 through 15, which will give enough time for invitations and open forums (Dr. Ely). The random sample presentations will also happen within these dates; there will be 4 open forums (Mr. Rainer).

Mr. Rainer asked the committee to pencil in CFAC meetings every Friday until this process is complete. It is easier to cancel meetings than to schedule them.

Ms. Schofield made the motion to adjourn the meeting, which was seconded by Mr. Robles. The meeting adjourned at 3:00 PM.

**Reminder:** Next Meeting is scheduled for Friday, September 17 at 2:00 PM in SS-1608.