# CAMPUS FEE ADVISORY COMMITTEE

October 31, 2014

#### **MINUTES**

## ATTENDEES

Members:	David Ely Kathy LaMaster J. Cole Alex Johnstone	Kimberlee Reilly Linda Lewiston Kyle Murphy Keagan Casy

Non-voting member: Crystal Little

Guests: Agnes Wong Nickerson, John Mark Shorack

The meeting was called to order at 2:05 P.M. by Kimberlee Reilly, CFAC Chair.

### Approval of September 12, 2014 CFAC Meeting Minutes

The minutes were reviewed. Dr. Ely motioned to approve the minutes, which was seconded by Mr. Cole. The minutes were approved unanimously.

### Informational Items

a. IRA Policy & Procedures document (attachment 2 of the current agenda) CFAC reviewed the IRA policy & procedures document and had no concerns or suggested edits. The IRA policy update will be submitted to President Hirshman for approval.

b. SSF ARP Policy & Procedures document (attachment 3 of the current agenda)

CFAC reviewed the SSF ARP policy & procedures document and had no concerns or suggested edits. Ms. Reilly shared that the document serves as the guideline for the SSF ARP funding. Ms. Little noted that the current IRA forms would be used but renamed to be inclusive to the SSF ARP process as well.

### Action Item

a. SSF ARP proposal approval (attachment 4 of current agenda)

CFAC reviewed and discussed the SSF ARP proposal recommendation from the level 1 through 3 review processes. CFAC suggested to add footnotes that state how the proposals were sorted, the process for unfunded proposals and a list of college contacts. CFAC approved the SSF ARP proposal recommendation with noted changes. The committee also discussed how the approval of proposals would be communicated to the campus both via email and on the Student Success Fee website.

Ms. Reilly made the motion to adjourn the meeting, which was moved by Mr. Cole and seconded by Mr. Murphy. The meeting adjourned at 2:27 P.M.

**Reminder:** Next Meeting is scheduled for Friday, December 12, 2014 at 2:00 PM in Lipinsky Hospitality Center – Room SS-1608