



SAN DIEGO STATE  
UNIVERSITY


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Thomas McCarron  
Vice President and CFO

**MEMORANDUM**

DATE: April 27, 2015

TO: Elliot Hirshman  
President

VIA: Tom McCarron   
Vice President for Business and Financial Affairs & CFO

FROM: Kimberlee Reilly  
Chair, Campus Fee Advisory Committee

SUBJECT: CFAC Recommendation and Minutes from the April 17, 2015 Meeting

I am forwarding for your approval the attached Campus Fee Advisory Committee recommendation, along with minutes from the April 17, 2015 meeting. The committee recommends approval of the proposed IRA Budget for 2015/16.

Please let me know if you have any questions. I propose approval of this recommendation.

Thank you.

Attachments

**CAMPUS FEE ADVISORY COMMITTEE**

**April 17, 2015**

**RECOMMENDATION**

1. Approve 2015/16 IRA Budget – see attached.

Approved Elliot Hirshman  
Elliot Hirshman

Date: 5/1/15

**SAN DIEGO STATE UNIVERSITY  
Proposed 2015/16 IRA BUDGET**

	2014/15 Approved BUDGET	2014/15 2/28/2015 ACTUAL	2014/15 Est. 6/30/15 PROJECTIONS	2015/16 Proposed BUDGET	
<b>REVENUE:</b>					
FEES - MAIN CAMPUS	\$1,035,619	\$1,047,382	\$1,047,382	\$1,108,795	[a]
FEES - IVC	23,832	26,626	26,626	26,626	[a]
SUBTOTAL	\$1,059,451	\$1,074,007	\$1,074,007	\$1,135,420	
INTEREST INCOME/OTHER	2,000	1,713	2,000	2,000	[b]
TRANSFER IN/(OUT) - RESERVE					
<b>TOTAL REVENUE:</b>	<b>\$1,061,451</b>	<b>\$1,075,721</b>	<b>\$1,076,007</b>	<b>\$1,137,420</b>	
<b>COMMITMENTS:</b>					
ATHLETICS INSURANCE	\$0	\$0	\$0	\$0	[c]
SPORTS CLUB INSURANCE	\$0	\$0	\$0	\$0	[d]
DEDUCTIBLES-SPORTS CLUBS	3,000	0	3,000	3,000	
MUSIC-LICENSING FEES	26,000	26,737	26,737	27,000	[e]
STUDENT TRAVEL INSURANCE	510	524	524	530	
OVERHEAD (6% OF EXPENSES)	59,736	59,339	59,948	62,965	
RESERVE DEFICIT ALLOCATION	0	0	0	0	
IVC	23,832	3,400	26,626	26,626	
<b>SUBTOTAL COMMITMENTS:</b>	<b>\$113,078</b>	<b>\$90,000</b>	<b>\$116,835</b>	<b>\$120,120</b>	
<b>NET AVAILABLE AFTER COMMITMENTS:</b>	<b>\$948,373</b>	<b>\$985,721</b>	<b>\$959,172</b>	<b>\$1,017,300</b>	
<b>PROGRAM ALLOCATIONS:</b>					
ACADEMIC AFFAIRS	\$200,000	\$104,575	\$200,000	\$225,000	[i]
SPORTS CLUB	0	0	0	0	[f][h]
ATHLETICS	512,255	512,255	512,255	537,255	[g][i][j]
ATHLETICS - INSURANCE	230,000	230,000	230,000	230,000	[c]
<b>SUBTOTAL ALLOCATIONS:</b>	<b>\$942,255</b>	<b>\$846,830</b>	<b>\$942,255</b>	<b>\$992,255</b>	
<b>TOTAL EXPENSES</b>	<b>\$1,055,333</b>	<b>\$936,830</b>	<b>\$1,059,090</b>	<b>\$1,112,375</b>	
<b>BALANCE:</b>	<b>\$6,118</b>	<b>\$138,891</b>	<b>\$16,917</b>	<b>\$25,045</b>	

EST RESERVE STATUS 2014/15	CAMPUS
RESERVE AS OF 6/30/14	\$43,302
2014/15 ALLOCATION	16,917
<b>EST RESERVE AS OF 6/30/15</b>	<b>\$60,219</b>

EST RESERVE STATUS 2015/16	CAMPUS
EST RESERVE AS OF 6/30/15	\$60,219
2015/16 ALLOCATION	0
2015/16 BALANCE	25,045
<b>EST RESERVE AS OF 6/30/16</b>	<b>\$85,264</b>

[a] Revenues projection based on enrollment estimate provided by Academic Affairs on 3/3/2015.  
[b] Interest earnings estimate based on historical trend.

[c] Athletics paid \$25,000 of insurance premium in 11/12, 12/13, 13/14 & 14/15 to mitigate budget deficit. For 15/16, Athletics will pay the Athletics insurance premium and is allocated \$230,000 to partially support this cost with the UOF paying a portion to mitigate the impact of this change on the Athletics budget. 15/16 estimated cost is \$580,236, assuming a 10% increase; the actual amount will be available in May 2015.  
[d] Sports Clubs paid insurance premium in 11/12, 12/13, 13/14 & 14/15 to mitigate budget deficit. For 15/16, Sports Clubs will continue to pay insurance premium. 15/16 estimated cost is \$27,000.

[e] Music-licensing fees estimate based on historical trend.

[f] Sports Clubs base allocation reduction of \$5,000 in 11/12, 12/13, 13/14 & 14/15. Base allocation reduction of \$5,000 will remain for 15/16.

[g] Athletics base allocation reduction of \$25,000 in 11/12, 12/13, 13/14 & 14/15.

[h] For information only - Sports Clubs IRA3 allocation budgeted at \$354,936.

[i] For information only - Athletics IRA2 and IRA3 allocation budgeted at \$10,107,894.

[j] Increase in 15/16 program allocations based on additional funds from HEPI.

**\*\*Assumes ongoing payment of insurance premiums by Athletics and Sports Clubs\*\***

**Information Only - Total 15/16 IRA Fee Distribution**

	<b>IRA1 (Base)</b>	<b>IRA2 (Spr 04)</b>	<b>IRA3 (Fall 09)</b>
IRA Fees - Main Campus (\$15.50 IRA1)	<b>1,004,438</b>		
IRA Fees - Main Campus (\$1.55 IRA3)			<b>104,357</b>
Athletics (IRA2 - \$82.25)		<b>5,393,219</b>	
Athletics (IRA3 - \$75.05)			<b>4,714,675</b>
Sports Clubs (IRA3 - \$5.65)			<b>354,936</b>
<b>Total</b>	<b>1,004,438</b>	<b>5,393,219</b>	<b>5,173,967</b>

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

**2,696,609**

## CAMPUS FEE ADVISORY COMMITTEE

April 17, 2015

### MINUTES

#### ATTENDEES

Members:                   David Ely                                   Kimberlee Reilly  
                                  Kathy LaMaster                         Linda Lewiston  
                                  Kevin Hancock                         Corey Polant  
                                  Jacqueline Karczewski               Keagan Casey  
                                  Jose Preciado

Non-voting member:   Crystal Little

Guests:                   John Mark Shorack, Agnes Wong Nickerson

The meeting was called to order at 2:03 P.M. by Kimberlee Reilly, CFAC Chair.

#### **Approval of January 30, 2015 CFAC Meeting Minutes**

The minutes were reviewed. Mr. Hancock motioned to approve the minutes, which was seconded by Mr. Polant. The minutes were approved unanimously.

#### **Informational Items**

##### a. Student Involvement and Representation Fee

Ms. Reilly shared that the fee is an optional \$2 fee and discussion are currently regarding providing students the opportunity to opt out via WebPortal. Ms. Karczewski reiterated that the fee is for student representation at the California State Student Association. Ms. Reilly will share more information about the fee as it becomes available.

##### b. SSF ARP process

AVP LaMaster shared feedback about the SSF ARP process from the students which was to speed up the timeline. AVP LaMaster also shared concerns from the colleges which was the management of the workflow of the ARP process. AVP LaMaster will continue to share feedback to CFAC about the SSF ARP process. Mr. Preciado also inquired about the allocation process for undeclared and interdisciplinary studies students and whether or not those students have faculty advisors to help them with the SSF ARP application process and if staff are able to assist with the application process. AVP LaMaster shared the advisor has no impact on level 2 or 3. AVP LaMaster also shared that for year 2 the SSF ARP application process will not include a faculty advisor signature.

##### c. ARP Funding – Final Report (Attachment 2)

AVP LaMaster asked for feedback on the ARP Funding – Final Report (attachment 2). CFAC reviewed the report and approved the report with the requested changes.

#### **Action Item**

##### a. 2015/16 IRA Budget (Attachment 3)

CFAC reviewed and discussed the proposed 2015/16 IRA Budget (attachment 3). Mr. Preciado motioned to approve the 2015/16 IRA Budget as proposed in attachment 3 which was seconded by Mr. Polant. CFAC voted to approve the 2015/16 IRA Budget as proposed in attachment 3. The motion was approved unanimously.

#### **New Business**

Ms. Reilly shared that the University Senate Policy update to reflect EO 1054 was approved.

Ms. Reilly made the motion to adjourn the meeting, which was moved by Mr. Hancock and seconded by Ms. Karczewski. The meeting adjourned at 2:41 P.M.

**Reminder:** Next Meeting is scheduled for Friday, May 1, 2015 at 2:00 PM in Lipinsky Hospitality Center – Room SS-1608