

CAMPUS FEE ADVISORY COMMITTEE

September 30, 2011

MINUTES

ATTENDEES

Members: Kimberlee Reilly
Krista Parker
Mina Azim
Chanelle McNutt
Debra Bertram

Cody Barbo
Robert O'Keefe
Tom Rivera
Cathie Atkins

Staff Alternates: Linda Lewiston

Non-voting member: Crystal Little

Guests: Scott Burns

The meeting was called to order at 2:09 P.M. by Ms. Kimberlee Reilly in absence of CFAC Chair.

Informational Items:

a. Approval of May 6, 2011 CFAC Meeting Minutes (Attachment 1)

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

b. Approved Extended Studies SHS Semester Fee (Attachment 2)

This is a category V fee that was established to be consistent with the Student Health Services fee increase that was recently passed.

c. Approved Transcript Fee Increase (Attachment 3)

This is a category IV fee; the change from a tier structure, depending on number of copies, to a flat fee of \$7 per transcript. The flat fee structure provides students the option for a secure PDF transmission of the transcript.

d. 2011 Campus Student Fee Report (Attachment 4)

The Chancellor's Office requires each campus to submit an annual report detailing each of the fees charged by the campuses (categories II, III, IV and V), balances and previous year collections for specific fees. CFAC reviewed this report, which includes all campus fees.

e. Associated Students Information Request

Over the summer some AS Council members met to brainstorm key priority goals for the following year; one of the main goals is to help students understand the fees, what they are and what they are paying for. One option is to create a PDF document detailing the fees (Ms. Azim). The SHS fee, IRA and Library fees were discussed by some members of the AS Council, Mr. Burns and Dr. Ely prior to this CFAC meeting. The purpose is to create a document that will educate future students about their fees and update the AS Council. The Cashiers Office website mainly covers the miscellaneous fees and their purpose (Ms. Reilly). It would also be helpful to specify what students pay to be at SDSU and what they pay to be in the CSU system (Ms. Parker). Everyone agreed that it would be helpful to include more information on all the different course fees. Mr. Burns will be meeting with the AS Council in about two weeks to follow up with the additional information regarding fees.

Mr. O'Keefe made the motion to adjourn the meeting, which was seconded by Mr. Barbo. The meeting adjourned at 2:20 PM.

Reminder: Next Meeting is scheduled for Friday, October 7, 2011 at 2:00 PM in SS-1608.