

**AGENDA
CFAC Meeting**

March 25, 2022

11:00 A.M.

Zoom

Join Zoom Meeting <https://SDSU.zoom.us/j/82662668359>

- 1. Review and Approval of March 11, 2022 Meeting Minutes**
(Attachment 1)
- 2. Action Items**
- 3. Informational Items**
 - a. ED 895 Global Education in Oaxaca, Mexico (Attachment 2)
 - b. DLE Faculty-Led Credential Program in Oaxaca (Attachment 3)
 - c. Equitable Access Fee (Attachment 4)
 - d. 2022/23 Housing Room and Meal Rates – approved by President de la Torre on 3/21/2022 (Attachment 5)
 - e. ENS Course Fees – approved by President de la Torre on 3/2/2022 (Attachment 6)
 - f. Faculty Led Study Abroad Fees Summer 2022 – approved by President de la Torre on 3/2/2022 (Attachment 7)
- 4. New Business**
- 5. Public Comment**
- 6. Reminder – Next Meeting Date – Friday, April 8, 2022 at 11:00 A.M.**

CAMPUS FEE ADVISORY COMMITTEE

March 11, 2022

MINUTES

ATTENDEES

Members:

Ashley Tejada	Alexia Oduro
David Ely	Austin Barber
Mary Anne Kremicki	Carlos Fitch
Rashmi Praba	Shawki Moore
T'Ante Sims	Mark Bruno
Erika Gutierrez	Mark Reed
Karina Esteban	Savanna Schuermann
Amanda Fuller	Aly Moore – sub for Stephen Jackson
Jennifer Schenkenfelder	

Non-Voting Members: Crystal Little

Guests: Approximately 35-40 attendees in-person and via zoom

The meeting was called to order 9:03 A.M. by T'Ante Sims, CFAC Chair.

Review and Approval of February 25, 2022, Meeting Minutes

Mr. Sims asked for comments, discussion or feedback on the minutes. Ms. Kremicki noted that Mr. Portnoy should be listed as guest, and not a member when she is in attendance. The minutes will be revised to note this. Ms. Tejada motioned to approve the minutes and Mr. Moore seconded. The minutes were approved unanimously.

Informational Items

a. Accelerating Tech and Sustainability Fee Alternative Consultation feedback (Attachment 2)

Ms. Little thanked the students who participated in the alternative consultation process and acknowledged the thoughtful dialog during the open forums that were held from February 14th through March 4th. After the 20-30 min presentations students filled out feedback forms and selected one of 4 options:

Option 1, \$249 fee: 20 students in support
Option 2, \$199 fee: 44 students in support
Option 3, \$174 fee: 127 students in support
Option 4, No fee: 320 students in support

There were 615 attendees and 511 feedback forms received; submitted feedback were validated to ensure that only eligible student feedback was included in this process. Overall, there was 37.4% support of the fee across all the fee options and 62.6% of the feedback was for the no fee option. The feedback also includes qualitative comments which were shared with the committee for consideration.

b. 30-minute open comment period – guests must sign up to speak at check-in and are allotted 1 minute to speak

- Donna Ross, faculty and senate member: voiced her concern if this fee doesn't pass because this means the 24-hour support will go away. Also, it's hard to talk to people about climate change because they don't want to make changes now for the future.
- Sean Hauze: Had the opportunity to participate in a dozen open forums and heard students overwhelmingly see the need to support technology and sustainability, with different opinions on how it should be done. Smart phones are an example of costly technology that later became a necessity. Technology ages, so there is a need for bigger investments to keep it up to date.
- Jessica Barlow, faculty involved in sustainability efforts: Still behind peer institutions when it comes to available resources to invest in sustainability, reducing carbon footprint from the Cogen plant

and commuter traffic; this proposed fee will allow students to co-invest in renewable energy and greater subsidy for a mass transient pass.

- Daryn Ockey, Exec. Director of Facility Services: There is no funding to teach students about sustainability.
- Aurora Velasco, Learning Environments Manager: Staff and student assistant support will be reduced without this fee and an evening position will be lost.
- Chris Potente, staff technician: Concerned about loss of technology to record lectures; evening tech support will be lost.
- Stephanie Amaya: Not fair that university is raising fees when they were already raised last semester.
- Chantay Taylor, daily commuter since freshman year 2018: The sustainability fee will help reduce carbon footprint. Alternative transportation would be helpful.
- Ethan Garcia, graduate student who also completed undergraduate degree at SDSU: Has seen technology grow from something that would be nice to have to an essential need. Zoom, Creative Cloud, Canvas and recorded lectures were not around when he started his undergraduate degree here and hopes the fee passes to help students be successful 8 years from now.
- Rudy Arias, Assoc. Director for ITS: Every year is a struggle to find resources; there is a process to identify the rooms that need to be upgraded, but no funding.
- Michelle Pederson, Learning Technologies Manager: SDSU needs to invest in modern and new technology to allow faculty and staff to continually innovate and focus on what's important. Scantron forms and clickers can cause students stress if they don't have the proper tool.
- Manuel Piña, student and part-time worker at the IV campus: The benefits from this fee won't be significant for the IV campus.
- James Frazee, Chief Academic Technology Officer: Job includes scanning the horizon to see what's coming next to help student be competitive in the market place and to be competitive there needs to be an investment in new technologies.
- Elisa Mendez-Pintado, Co Vice Chair for M.E.Ch.A at SDSU: Here to uplift the voices of underrepresented students; this fee creates a financial strain and doesn't have to be on the backs of students.
- Eliana Allize, Chair for M.E.Ch.A. at SDSU: Concerned about impact on students; fees will continue to increase without student knowledge. Underrepresented students should not pay for this increase because it seems more of a luxury for innovation instead of what students are actually going through.
- Celina Ibarra: Attended several forums and was disturbed by lack of transparency; questions were not answered and there were too many discrepancies during the open forums.
- Jerry Sheehan, Chief Information Officer for SDSU: This is a question about the past being good enough for the future. In the past we subsidized what we could give students in terms of equipment; presently with federal funds that expire in May we can provide solutions. Without the fee in the future that doesn't exist. In the past our ratios are 1 to 200, lowest to meet student needs; presently there are no funds to address this and, in the future, won't be able to grow. IV only has 5 staff to meet all the IT needs for the campus; presently we can't do anything without a partnership with our students. The fee is important for who we can become, versus who we were.
- Robert Zepeda, 2nd semester student at SDSU: Formerly incarcerated, speaking autonomously, made the Dean's List last semester, print base type of guy who is taking a chance on education to turn his life around. Speaking on experience being formerly incarcerated and struggling with technology, but still being able to push through. He represents the experience of not having much and barely getting by, so an additional fee to tuition would be bad because he constantly has to struggle to see where his next meal is going to come from. It is important that this fee is not included, as it will be an additional burden to students who want to learn and grow.
- Maricruz Carrillo: Student over 10 years who has been through 4 student fee increases and is saddened to be here once again. She asked to analyze the system that we have created where a student fee is the only option; there is a better way to do it, but it hasn't been done. Say no to this fee because we can't bear it anymore and analyze the system where it only ends up being a student fee. She asked for students to be considered.

CFAC discussion ensued:

Ms. Praba commented that she's worked on this campus over 20 years and one of the things she enjoys most is the opportunity to work with students and build relationships with students and continues to be impressed with the thoughtfulness that our students bring to conversations, including throughout this process and the forum she attended. That thoughtfulness was apparent through the qualitative statements on the feedback forms. She read the statements and while there was concern over the financial burden of this fee, there was also the recognition that there are benefits to the implementation of this fee, like continued Canvas support, investment in technology and sustainability.

Ms. Oduro first thanked everyone for coming and sharing. From an ethical standpoint, the open forum presentation to students is not what was approved by CFAC. Secondly, the fact that the presentations were changed from forum to forum is not fair for the committee to look at the data and think it is fair when each student got a different presentation; this impacts the data. She asked the committee to focus on student voices through the data, with a clear no to this fee.

Ms. Tejada expressed appreciation for the university staff coming and their sentiments, but reminded CFAC that it is students paying this fee and the ones directly impacted by this fee, so other comments should not be considered a priority in this discussion. The presentations were different and it was verified that at one point the presenters had to be reminded to be consistent. Even with inconsistencies the data still shows that the student body does not want it. There is a need to recognize how we are attending and serving the students of color; in the current climate students of color don't feel welcome and supported. M.E.Ch.A. SDSU for example, traditionally underrepresented and marginalized made it known that their community would be significantly impacted. There was not a student voice at Imperial Valley, that is because it is a privilege to attend an open forum, it is a privilege to miss class, it is a privilege to miss a job to make it to the scheduled open forums. Historically underrepresented students in marginalized communities don't have the privilege to spend 40 minutes to an hour of their day to make their voice heard, so encouraged the committee to heavily consider this.

Mr. Fitch thanked all for their valuable time and echoed the same concern that this fee is to be paid by students and not staff. He quoted some specific phrases from the student comments he read: "empty promises", "ridiculous", "slap on the face", "going somewhere else." He asked to focus on why more students are not here; students are at a disadvantage, but their voices matter.

Mr. Moore commented that even though a lot of students perceived that without this fee Canvas will go away, still over 60% of these students don't support this fee.

Ms. Little attended all 39 open forums and responded to the comments about content and inconsistency of the presentations. There wasn't a script, but she believes there was integrity in the content; different words may have been used by the presenters throughout the process and presenters were scaled back when the presentation became a bit lengthy. She wants to ensure the community that there was no change in the overall content in the presentation, even when different words may have been used and words may have been heard differently by different students. There was no lack of integrity in the presentation from what was presented to the Campus Fee Advisory Committee for approval.

Ms. Schenkenfelder said that as Vice President of University Affairs for Associated Students, her role is to work with faculty and administration regarding academic policy, and one thing they look at very frequently is academic freedom. A public comment today went as far as to bring a clicker and a scantron and wants to assure the community that regardless of what fee goes through, academic freedom prohibits the university from telling faculty how they are able to measure the academic success of students. Even if the fee was implemented and they provided this obscure modern technology that faculty could use to take attendance or participation, there is no guarantee that it can be utilized. This is again a tactic of manipulation that has been utilized frequently within these forums. Additionally, she believes there was a lack of integrity within these presentations, since students of color were told that Canvas will go away without this fee; the words that were utilized were manipulative. As someone who has worked directly with students in Project Rebound, she is sorry the university is failing them by requiring them to pay for something that should be

there without asking. Other universities have implemented ways to improve technology without resorting to student fees. It is not the students' fault for being so far behind technology, it is the university's fault for not investing properly.

Ms. Moore, sitting for Stephen Jackson, introduced herself as the Associated Students Sustainability Representative. She commented that the clicker and scantron was a big point she heard at a lot of presentations she attended and it would be more stressful to pay for this fee than remembering to bring a scantron. She wants to touch on how many people got and understood the information regarding the open forums, since a lot of students went through the Canvas pop up just to get to their classwork. There is not enough feedback from students, but the feedback received shows a clear answer of what the students want in the short amount of time this was pushed through. A letter was sent to Adela with climate justice demands in spring 2021; this letter explicitly talks about strategic planning activities 15-17 and asked to not use student fees for sustainability initiatives. Many students' main concern when getting higher education is how to pay for it. These students are not just facing financial crisis, but also different forms of racism, and discrimination on campus and in their classroom by not getting their voices heard. She knows someone who was passionate about the 8 points that were brought up by the climate strike; these points were used in the presentation without asking for permission; she thinks it is ridiculous that students have to address 4 points that the university brought up in its climate action plan; it is not the students' fault the university has not made enough movement on their promises. She asked the committee to consider the livability of this campus. She understands technology is a big part of this and sustainability is only roughly 30% of this fee, even though it is regarded as much as technology. Without a livable future on this campus students won't be able to learn in proper environments and it is not the students' burden to make this happen.

Ms. Schuermann brought up some concerns: 1. The goals of objectivity and transparency in the alternative consultations process were not met; some of the data that was used was not collected in the context of the fee, but it was taken from different surveys, different populations and different time periods, including the climate strike letter demands taken from different contexts and then used to say students are supporting this. Asking students what they need versus asking them to pay for something are two different questions. 2. Virtual reality was brought up to introduce people to Kumeyaay ways of life, which is really problematic if not done in concert with Kumeyaay, especially given that some senators just voted to rescind the land acknowledgement or the requirement for it. 3. A lot of the initiatives outlined in the proposal don't seem to address student fees. In terms of the ecologic impact proposal, like recycling paper is already a California state law, so there are no innovative solutions and true sustainable solutions need to focus on the systemic level, not the individuals. Subsidies for mass transit get sustainable solutions, but not if the students are funding it. Sustainability is an ecological and a social concept; asking the poorest, most marginalized and vulnerable in the community to fund what will benefit many is not what sustainability means.

Ms. Kremicki said that she is sensitive to what she is hearing, but the CSU is not funded to make some of these changes as quickly as necessary. This fee may be the most practical way to effect change more quickly.

Dr. Ely recognized the two streams of thought; one being the economic situation of students enduring high inflation, gas prices and cost of living. The other being that technology changes dramatically and there is a need to keep current with technology and to provide students with required experience and expertise in the use of technology when they go out into the field. His college is accredited and goes through a review period every 5 years and according to accreditation standards there is a standard that requires students to have an expertise in technology; this is required of all accounting students. It is important to provide and use current technology on campus and has to be concerned that we don't keep pace to that. Technology for virtual learning is very fragile, so technical support is critical.

Mr. Reed expressed concern about resources to help students be successful. He works in the Division of Research and Innovation. and wants to make sure students have the ability to engage in cutting edge research that many times involves this kind of technology and sees the fee as a reliable and sustainable way to fund this.

Ms. Esteban re-emphasized the financial burden to students, especially those who worry about the next meal and other basic needs. Students are not able to be successful if they can't fund their basic resources to be successful. Students shouldn't have to decide whether to pay for technology, which is a privilege or where the next meal is going to come from.

Ms. Schenkenfelder commented that the goal of the CSU is to serve the non-traditional students and we need to ensure we are not just aligning with other universities, but the mission of the CSU, which is to serve our non-traditional students. As someone who is within the College of Sciences, it is not that we don't care about technology, but to throw this on the backs of students is the prime issue here. When the university received funding from the government, HEERF funding was used to improve IT finances and technology, but the disparity from these funds going away is not the students' fault; it is the fault of the university.

Mr. Moore commented that not all majors require the same level of technology and reminded this committee that the goal of CFAC is to review the student feedback and vote on student feedback. 320 students do not support the fee and only 511 students gave feedback; it is clearly a no for this fee.

Mr. Fitch commented on the lack of linguistic accessibility and promised to continue to ask for this.

Mr. Sims reminded the committee that there is a 3% return to aid on this fee. He works with the Office of Financial Aid and Scholarships, the Economic Crisis Response Team to address food insecurity and any type of issues students have and they try to help students no matter what.

Action Item

a. Accelerating Tech and Sustainability Fee recommendation to President de la Torre

Mr. Moore made the motion to not recommend this fee for approval; Ms. Oduro seconded.

Roll call:

Bruno-yea
David-nay
Amanda-yea
Mary Anne-nay
Rashmi-nay
Mark-nay
Savanna-yea
Austin-yea
Karina-yea
Carlos-yea
Erika-yea
Aly-yea
Shawki-yea
Alexia-yea
Jennifer-yea
Ashley-yea

The committee voted to not recommend approval of the Accelerating Tech and Sustainability Fee to President de la Torre with 12 votes in favor and 4 opposed.

Mr. Sims made a motion to adjourn the meeting and Ms. Schenkenfelder seconded; the meeting was adjourned at 10:00 am.

Reminder: Next meeting is scheduled for Friday, March 25th, at 11:00 A.M. via Zoom.



SAN DIEGO STATE
UNIVERSITY
International Affairs

International Affairs
San Diego State University
5500 Campanile Dr.
San Diego, CA 92182
619-594-5067

MEMORANDUM

DATE: March 18, 2022

TO: Mary Anne Kremicki
Associate Vice President for Academic Affairs- Financial Operations

FROM: Noah Hansen
Director & Resource Manager, International Affairs

RE: Spring 2022 Course-embedded Study Abroad Program Accommodation Fee

Attached are the student accommodation fees for (1) separate College of Education faculty-led course-embedded study abroad program.

“ED 895: Global Education in Oaxaca, Mexico”

The continuation of this course is essential given that students completing this program/course are meeting a requirement of the Global Seal of Biliiteracy at SDSU. Given COVID-19, there are fewer study abroad program options. These fees are within previous guidelines.



Request to Establish or Revise a Student Fee

Contact extension 4-4578 for assistance with completion of form. Send completed form electronically to Budget & Finance. budget@mail.sdsu.edu

Purpose or Name of Student Fee: **ED 895: Global Education in Oaxaca, Mexico, Spring 2022**

STATEMENT OF REVENUES & EXPENDITURES

Please provide one year of current revenues and expenditures (if applicable) and two years of projected revenues and expenditures

	ACTUAL	Projected YEAR ONE	Projected YEAR TWO
Fiscal/Calendar Year	2022/2023	2023/2024	2024/2025
Number of Students Paying Fee:	7	10	12
Fee Amount:	1,100.00	1,100.00	1,100.00
Revenues	7,700.00	11,000.00	13,200.00
TOTAL REVENUES:	\$ 7,700.00	\$ 11,000.00	\$ 13,200.00
Faculty Salary & Benefits			
Staff/Management Salary & Benefits			
Student Salary & Benefits			
Supplies			
Services			
Equipment			
Other rnal program provider			
Other			
Other			
Other			
Other			
TOTAL EXPENSES:	\$ -	\$ -	\$ -

Additional Information:
 Program can accommodate up to 30 students.

Additional documentation is attached
 (attached additional documentation as necessary to justify proposed fee)

Travel Accommodation Budget-Oaxaca, Mexico, Spring 2022	
College	Education
Department	Joint Doctoral Ed Program
Course(s) offered	ED 895: Global Education in Oaxaca, Mexico
Submitted by	Jessica Romero
Phone number/Email	619-594-5067 / jbaham@sdsu.edu
Destination	Oaxaca, Mexico
Program Provider	School for International Training (SIT)
Date of departure	May 18, 2022
Date of return	May 25, 2022
Number of days abroad incl. travel days	8
Semester of travel	Spring 2022
Projected number of matriculated students	7
Cost per student	
Paid to service provider	
Student housing and meals	\$425.00
Group activities [1]	\$675.00
All other: (Including Administrative overhead fees & In-country coordination)	\$0.00
Total	\$1,100.00
Travel Insurance [3]	\$15.00
Total cost per student	\$ 1,115.00
Reservation Deposit [4]	No deposit
Date deposit is due to provider	

Footnotes to appear in schedule (course enrollment, contact, dates):

Title: ED 895 Global Education in Oaxaca, Mexico

Footnotes:

Course fee payment of \$110 will be billed May 5th. *Payment is due 20 days from bill date.

Students must attend a mandatory pre-departure meetings: Date TBD

International field experience: May 18 - May 25, 2022.

All students required to possess valid passport.

Course requires purchase of SDSU's international insurance for \$15.

For more details, see program brochure website.

[1] May include museum passes, fees for travel and excursions which are part of the class requirement.

[2] Charge by agency to set-up required arrangements in host country.

[3] Verified by <sdsuriskmanagement@mail.sdsu.edu>

[4] May be required to secure placement for the trip.

AVPAA -1 4/22/2015



**SAN DIEGO STATE
UNIVERSITY**
International Affairs

International Affairs
San Diego State University
5500 Campanile Dr.
San Diego, CA 92182
619-594-5067

MEMORANDUM

DATE: March 14, 2022

TO: Mary Anne Kremicki
Associate Vice President for Academic Affairs- Financial Operations

FROM: Noah Hansen
Director & Resource Manager, International Affairs

RE: Summer 2022 Faculty-led Global Seminar Accommodation Fees

Attached are the student accommodation fees for (1) College of Education Faculty-led Global Seminar Program:

“Department of Dual Language and English Learner Education (DLE) Credential Program in Oaxaca”

The continuation of this course is essential given the number of students needing an international experience for graduation, or students wanting to study abroad to supplement their experience at SDSU. Given COVID-19, there are fewer study abroad program options. These fees are within previous guidelines.



SAN DIEGO STATE UNIVERSITY

Request to Establish or Revise Student Fee

Contact extension 4-4518 for assistance with completion of form. Send completed form electronically to Budget & Finance.

budget@mail.sdsu.edu

Required Fields
 Budget & Finance Use Only

Name of Requestor:
 Organization/Department Name:
 Requestor's Email:
 Requestor's Phone Number:

Request Number:

Purpose or Name of Student Fee:

Revision to an Existing Student Fee Proposed Revised Fee Amount:
 Establish a New Student Fee Proposed New Fee Amount:
 Effective Date:

JUSTIFICATION for new fee or to revise existing fee:

This course is essential given the number of students needing an international experience for graduation, or students wanting to study abroad to supplement their experience at SDSU. Given COVID-19, there are fewer study abroad program options. These fees are within previous guidelines.

Statement of Revenues & Expenditures is attached (REQUIRED)

Additional documentation is attached
 (attached additional documentation as necessary to justify proposed fee)

Please refer to SDSU Fee Policy & Procedures tab for further information and guidance.

APPROVALS:

Requestor Date Provost or Vice President Date

 Dean/Administrator Date

Budget & Finance Use Only

Fee Category:	Category II	<input checked="" type="checkbox"/> Category IV
	Category III	Category V
Action Items:	Student Fee Referendum/Alt. Consultation	<input checked="" type="checkbox"/> President's Approval
	CFAC recommendation	<input checked="" type="checkbox"/> CFAC information item
	President's Approval	
	Chancellor's Office Approval	

Budget & Finance Date



Request to Establish or Revise a Student Fee

Contact extension 4-4578 for assistance with completion of form. Send completed form electronically to Budget & Finance. budget@mail.sdsu.edu

Purpose or Name of Student Fee: **Dept of Dual Language & English Learner Education Credential Pogram in Oaxaca**

STATEMENT OF REVENUES & EXPENDITURES

****Please provide one year of current revenues and expenditures (if applicable) and two years of projected revenues and expenditures****

	ACTUAL	Projected YEAR ONE	Projected YEAR TWO
Fiscal/Calendar Year	2022/2023	2023/2024	2024/2025
Number of Students Paying Fee:	10	15	20
Fee Amount:	2,030.00	1,917.00	1,800.00
Revenues	20,300.00	28,755.00	37,200.00
TOTAL REVENUES:	\$ 20,300.00	\$ 28,755.00	\$ 37,200.00
Faculty Salary & Benefits			
Staff/Management Salary & Benefits			
Student Salary & Benefits			
Supplies			
Services			
Equipment			
Other rnal program provider			
Other			
Other			
Other			
Other			
TOTAL EXPENSES:	\$ -	\$ -	\$ -

Additional Information:

Program can accommodate up to 30 students. We expect the cost to reduce as numbers return to pre-covid levels.

Additional documentation is attached
 (attached additional documentation as necessary to justify proposed fee)

Travel Accommodation Budget-Mexico, SUMMER 2022	
College	Education
Department	Dual Language & English Learner Education
Course(s) offered	Dept of Dual Language & English Learner Education Credential Pogram in Oaxaca
Submitted by	Jessica Romero
Phone number/Email	619-594-5067 / jbaham@sdsu.edu
Destination	Oaxaca, Mexico
Program Provider	Universidad Autónoma "Benito Juárez" de Oaxaca
Date of departure	Departure Date: June 3 , 2022 / Program Start: June 4, 2022
Date of return	July 3, 2022
Number of days abroad incl. travel days	23
Semester of travel	Summer 2022
Projected number of matriculated students	10
Cost per student	
Paid to service provider	
Student housing and meals	\$870.00
Group activities [1]	\$860.00
Administrative overhead fee [2]	\$300.00
In-country coordination [2]	
In-country transportation	Included in Group Activities
Total	\$2,030.00
Travel Insurance [3]	\$50.00
Total cost per student	\$ 2,080.00
Reservation Deposit [4]	No deposit
Date deposit is due to provider	
Footnotes to appear in schedule (course enrollment, contact, dates): N/A	
[1] May include museum passes, fees for travel and excursions which are part of the class requirement.	
[2] Charge by agency to set-up required arrangements In host country.	
[3] Verified by <sdsuriskmanagement@mail.sdsu.edu>	
[4] May be required to secure placement for the trip.	
AVPAA -1 4/22/2015	



Request to Establish or Revise Student Fee

Contact extension 4-4578 for assistance with completion of form. Send completed form electronically to Budget & Finance.

budget@mail.sdsu.edu

	Required Fields
	Budget & Finance Use Only

Name of Requestor:

Request Number:

Organization/Department Name:

Requestor's Email:

Requestor's Phone Number:

Purpose or Name of Student Fee:

Revision to an Existing Student Fee Proposed Revised Fee Amount:

Establish a New Student Fee Proposed New Fee Amount:

Effective Date:

JUSTIFICATION for new fee
or to revise existing fee:

Equitable Access is a digital-first flat rate course materials program for all undergraduate students developed by the SDSU Bookstore with the support of the University. This program provides each student access to all of their required course materials before the first day of class for one low rate of \$22 per unit/credit. Equitable Access will deliver all required course material with an International Standard Book Number (ISBN). Students can choose to stay in the program or opt-out before the add/drop deadline. Students who remain in the program will have their student account charged.

Statement of Revenues & Expenditures is attached (REQUIRED)

Additional documentation is attached
(attached additional documentation as necessary to justify proposed fee)

Please refer to SDSU Fee Policy & Procedures tab for further information and guidance.

APPROVALS:

Requestor Date

Provost or Vice President Date

Dean/Administrator Date

Budget & Finance Use Only

- | | | |
|---------------|---|---|
| Fee Category: | <input type="checkbox"/> Category II | <input checked="" type="checkbox"/> Category IV |
| | <input type="checkbox"/> Category III | <input type="checkbox"/> Category V |
| Action Items: | <input type="checkbox"/> Student Fee Referendum/Alt. Consultation | <input checked="" type="checkbox"/> President's Approval |
| | <input type="checkbox"/> CFAC recommendation | <input checked="" type="checkbox"/> CFAC information item |
| | <input type="checkbox"/> President's Approval | |
| | <input type="checkbox"/> Chancellor's Office Approval | |

Budget & Finance Date



Request to Establish or Revise a Student Fee

Contact extension 4-4578 for assistance with completion of form. Send completed form electronically to Budget & Finance. budget@mail.sdsu.edu

Purpose or Name of Student Fee:

Equitable Access

STATEMENT OF REVENUES & EXPENDITURES

Please provide one year of current revenues and expenditures (if applicable) and two years of projected revenues and expenditures

	ACTUAL	Projected YEAR ONE	Projected YEAR TWO
Fiscal/Calendar Year		2022/2023	2023/2024
Number of Student Units/Credits:		6 5,000	655,000
Fee Amount per Unit/Credit):		22.00	22.00
Revenues	0.00	14,410,000.00	14,410,000.00
TOTAL REVENUES:	\$ -	\$ 14,410,000.00	\$ 14,410,000.00
Faculty Salary & Benefits			
Staff/Management Salary & Benefits			
Student Salary & Benefits			
Supplies		14,410,000.00	14,410,000.00
Services			
Equipment			
Other			
Other			
Other			
Other			
Other			
TOTAL EXPENSES:	\$ -	\$ 14,410,000.00	\$ 14,410,000.00

Additional Information:

This program was designed to benefit all undergraduate students and to support student success. The SDSU Bookstore has negotiated with the top Publishers to get the lowest pricing on textbooks and is passing those savings on to all undergraduate students. All undergraduate students will have access to their course materials before the start of classes and keep that access through the add/drop date even if they opt-out of the program. The program provides predictable pricing to students which allows them to budget for their course materials semester to semester and students can use their financial aid to pay for the program.

Additional documentation is attached

(attached additional documentation as necessary to justify proposed fee)



SAN DIEGO STATE
UNIVERSITY

Office of Housing Administration
Division of Business and Financial Affairs
San Diego State University
5500 Campanile Drive
San Diego, CA 92182-1802
Tel: 619 594-5742
Fax: 619 594-6202
Email: oha@mail.sdsu.edu
housing.sdsu.edu

February 22, 2022

To: Crystal Little, Associate Vice President, Business & Financial Affairs
From: Cynthia M. Cervantes, Executive Director of Housing Administration
Subject: Proposed 2022-23 Room and Meal Rates

The proposed 2022-23 university housing rates are formally transmitted for review and approval by Agnes Wong Nickerson, Vice President for Business and Financial Affairs and President Adela de la Torre. Attached are the rate sheets for the following:

- 2022-23 Housing and Dining Rates for the single, double and triple room-type in traditional first-year residence halls increased an average of 5.5% from the approved 2021-22 Housing rates. The Triple room-type rate will continue to be discounted 15% from the Double room-type rate.
- 2022-23 Housing Rates for the apartment and suite-style Single, Double, Triple room-type increased 5.5% to align with first-year rate increases.
- For 2022-23, SDSU will master lease all of College West and all of Albert's College, due to the increased demand in student housing based on current enrollment projections for fall 22 and recovery from COVID-19 capacity impacts.
- 2022-23 Dining Rates for the new second-year meal plan will be \$4,160 for the academic year. The meal plan will be required for sophomores with an opt-out option. All juniors, seniors, transfers and graduate students will be able to opt-in to the meal plan.
- The activity fee will increase to \$165 to support the expanded programming efforts and STAR Centers.

The resulting increased revenue will be primarily utilized to support increased expenses and the repayment of the \$36M loan provided to housing to meet 2019-2020 and 2020-2021 budget deficits as a direct result and impact of COVID-19.

Operating assumptions include:

- Overall, first-year enrollment is projected to increase by 139 students.
- The capture rate of students required to live on-campus is 89%, while the capture rate of local first-year students is 23%.

If additional information is needed, please advise.

C: Eric Hansen, Associate Vice President, Business & Financial Affairs

Proposed 2022-23 Housing Rates - Room & Board*
 Housing Administration
 Division of Business and Financial Affairs
 San Diego State University

		2022-23						2021-22					
		Single	Diff	Double	Diff	Triple / Quad	Diff	Single	Diff	Double	Diff	Triple / Quad	Diff
10 Meals (Need based only)	Rent	\$ 15,560	5.5%	\$ 13,528	5.5%	\$ 11,744	5.5%	\$ 14,744	5.5%	\$ 12,824	5.5%	\$ 11,136	5.5%
	10 Meals	\$ 4,762	5.0%	\$ 4,762	5.0%	\$ 4,762	5.0%	\$ 4,536	4.2%	\$ 4,536	4.2%	\$ 4,536	4.2%
Flex 5	Rent	\$ 15,560	5.5%	\$ 13,528	5.5%	\$ 11,744	5.5%	\$ 14,744	4.0%	\$ 12,824	4.0%	\$ 11,136	4.0%
	Flex 5 Meal Plan	\$ 5,488	5.4%	\$ 5,488	5.4%	\$ 5,488	5.4%	\$ 5,208	5.7%	\$ 5,208	5.7%	\$ 5,208	5.7%
	Subtotal*	\$ 21,048	5.5%	\$ 19,016	5.5%	\$ 17,232	5.4%	\$ 19,952	4.5%	\$ 18,032	4.5%	\$ 16,344	4.5%
Flex 7	Rent	\$ 15,560	5.5%	\$ 13,528	5.5%	\$ 11,744	5.5%	\$ 14,744	4.0%	\$ 12,824	4.0%	\$ 11,136	4.0%
	Flex 7 Meal Plan	\$ 6,168	5.3%	\$ 6,168	5.3%	\$ 6,168	5.3%	\$ 5,856	3.7%	\$ 5,856	3.7%	\$ 5,856	3.7%
	Subtotal*	\$ 21,728	5.5%	\$ 19,696	5.4%	\$ 17,912	5.4%	\$ 20,600	3.9%	\$ 18,680	3.9%	\$ 16,992	3.9%
Meals Plus	Rent	\$ 15,560	5.5%	\$ 13,528	5.5%	\$ 11,744	5.5%	\$ 14,744	4.0%	\$ 12,824	4.0%	\$ 11,136	4.0%
	Meals Plus Meal Plan	\$ 6,688	5.4%	\$ 6,688	5.4%	\$ 6,688	5.4%	\$ 6,344	5.3%	\$ 6,344	5.3%	\$ 6,344	5.3%
	Subtotal*	\$ 22,248	5.5%	\$ 20,216	5.5%	\$ 18,432	5.4%	\$ 21,088	4.4%	\$ 19,168	4.4%	\$ 17,480	4.5%
9-mo Upper Division Apartments - TIER 1**	Rent	\$ 12,272	5.5%	\$ 10,232	5.5%	\$ 8,896	5.5%	\$ 11,632	4.0%	\$ 9,696	4.0%	\$ 8,432	4.0%
Optional Meal Plan****	Optional - 2nd Year Meal Plan	\$ 4,160	5.3%	\$ 4,160	5.3%	\$ 4,160	5.3%	\$ 3,952	97.6%	\$ 3,952	97.6%	\$ 3,952	97.6%
Apt w/ Optional Meal Plan	Subtotal*	\$ 16,432	5.4%	\$ 14,392	5.5%	\$ 13,056	5.4%	\$ 15,584	18.2%	\$ 13,648	20.6%	\$ 12,384	22.6%
9-mo Upper Division Apartments - TIER 2**	Rent	\$ 12,688	5.5%	\$ 10,576	5.5%	\$ 9,200	5.5%	\$ 12,024	4.0%	\$ 10,024	4.0%	\$ 8,720	4.0%
Optional Meal Plan****	Optional - 2nd Year Meal Plan	\$ 4,160	5.3%	\$ 4,160	5.3%	\$ 4,160	5.3%	\$ 3,952	97.6%	\$ 3,952	97.6%	\$ 3,952	97.6%
Apt w/ Optional Meal Plan	Subtotal*	\$ 16,848	5.5%	\$ 14,736	5.4%	\$ 13,360	5.4%	\$ 15,976	17.8%	\$ 13,976	20.1%	\$ 12,672	22.1%
9-mo Upper Division Apartments - TIER 3**	Rent	\$ 14,376	5.5%	\$ 12,008	5.5%	\$ 10,504	5.5%	\$ 13,624	4.0%	\$ 11,384	4.0%	\$ 9,952	4.0%
Optional Meal Plan****	Optional - 2nd Year Meal Plan	\$ 4,160	5.3%	\$ 4,160	5.3%	\$ 4,160	5.3%	\$ 3,952	97.6%	\$ 3,952	97.6%	\$ 3,952	97.6%
Apt w/ Optional Meal Plan	Subtotal*	\$ 18,536	5.5%	\$ 16,168	5.4%	\$ 14,664	5.5%	\$ 17,576	16.4%	\$ 15,336	18.5%	\$ 13,904	20.2%
11.5-mo Upper Division Apartments - TIER 1***	Rent	\$ 17,380	5.5%	\$ 14,460	5.5%	\$ 12,600	5.5%	\$ 16,470	4.0%	\$ 13,700	4.0%	\$ 11,940	4.0%
Optional Meal Plan****	Optional - 2nd Year Meal Plan	\$ 4,160	5.3%	\$ 4,160	5.3%	\$ 4,160	5.3%	\$ 3,952	97.6%	\$ 3,952	97.6%	\$ 3,952	97.6%
Apt w/ Optional Meal Plan	Subtotal*	\$ 21,540	5.5%	\$ 18,620	5.5%	\$ 16,760	5.5%	\$ 20,422	14.5%	\$ 17,652	16.3%	\$ 15,892	17.9%
11.5-mo Upper Division Apartments - TIER 2***	Rent	\$ 17,800	5.5%	\$ 14,880	5.5%	\$ 13,010	5.5%	\$ 16,870	4.0%	\$ 14,100	4.0%	\$ 12,330	4.0%
Optional Meal Plan****	Optional - 2nd Year Meal Plan	\$ 4,160	5.3%	\$ 4,160	5.3%	\$ 4,160	5.3%	\$ 3,952	97.6%	\$ 3,952	97.6%	\$ 3,952	97.6%
Apt w/ Optional Meal Plan	Subtotal*	\$ 21,960	5.5%	\$ 19,040	5.5%	\$ 17,170	5.5%	\$ 20,822	14.3%	\$ 18,052	16.0%	\$ 16,282	17.5%
11.5-mo Upper Division Apartments - TIER 3***	Rent	\$ 18,250	5.5%	\$ 15,170	5.5%	\$ 13,220	5.5%	\$ 17,300	4.0%	\$ 14,380	4.0%	\$ 12,530	4.0%
Optional Meal Plan****	Optional - 2nd Year Meal Plan	\$ 4,160	5.3%	\$ 4,160	5.3%	\$ 4,160	5.3%	\$ 3,952	97.6%	\$ 3,952	97.6%	\$ 3,952	97.6%
Apt w/ Optional Meal Plan	Subtotal*	\$ 22,410	5.4%	\$ 19,330	5.4%	\$ 17,380	5.4%	\$ 21,252	14.1%	\$ 18,332	15.8%	\$ 16,482	17.3%

*Does not include Activity Fee (\$165), and service fee (\$40).

**Note: Based on 9-month license agreement (i.e., TIER 1 = South Campus Plaza (Upper division only), Cuicacalli (Upper division only) TIER 2 = Villa Alvarado, Toltec, Huaxtepec, Zacatepec, Tarastec, TIER 3 = Villa Alvarado-Renovated, Piedra del Sol, Metepec, Mixquic, Zapotec, Aztec Corner, Granada

***Note: Based on 11.5-month license agreement (i.e., TIER 1= Piedra del Sol and Villa Alvarado-Renovated, Granada, Mixquic, TIER 2 = Aztec Corner, TIER 3 = Montage)

****Note: The Optional Meal Plan will be a declining balance. Upper Division students may also opt into any of the Freshmen meal plans (Flex 5, Flex7, Meals Plus)

Proposed 2022-23 Housing Rates - Room & Board*
 Housing Administration
 Division of Business and Financial Affairs
 San Diego State University

		2022-23						2021-22					
		Single	Diff	Double	Diff	Triple / Quad	Diff	Single	Diff	Double	Diff	Triple / Quad	Diff
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*Does not include Activity Fee (\$165), and service fee (\$40).

**Note: Based on 9-month license agreement (i.e., TIER 1 = South Campus Plaza (Upper division only), Quicacalli (Upper division only) TIER 2 = Villa Alvarado, Toltec, Huaxtepec, Zacatepec, Tarastec, TIER 3 = Villa Alvarado-Renovated, Piedra del Sol, Metepec, Mixquic, Zapotec, Aztec Corner, Granada

***Note: Based on 11.5-month license agreement (i.e., TIER 1 = Piedra del Sol and Villa Alvarado-Renovated, Granada, Mixquic, TIER 2 = Aztec Corner, TIER 3 = Montage)

****Note: The Optional Meal Plan will be a declining balance. Upper Division students may also opt into any of the Freshmen meal plans (Flex 5, Flex 7, Meals Plus)

**San Diego State University
 2022-23 Housing Fees**

Pursuant to Education Code Sections 89700, 90012; Section 90068 as delegated in Section 42004 of Title 5, California Code of Regulations, and as provided in Executive Order 740, Housing Fees for effective for the 2022-2023 Academic Year, are amended as follows:

Residence Halls* – 9-month license agreement

(Cuicacalli (Freshmen Only), Chapultepec, Huaxyacac, Maya, Olmeca, SCP (Freshmen Only), Tenochca, University Towers, Zura)

	Flex 5	Flex 7	Meals Plus
Triple/Quad	\$17,437	\$18,117	\$18,637
Double	\$19,221	\$19,901	\$20,421
Single	\$21,253	\$21,933	\$22,453

*Note: Includes 9-mo Activity Fee (\$165), and service fee (\$40)

**Note: 10 Meal Plan will only be available based on financial hardship criteria.

9-month Tier 1 Apartments* – 9-month license agreement

(South Campus Plaza (Upper division only), Cuicacalli (Upper division only))

	No Meal Plan	2 nd Year Plan	Flex 5	Flex 7	Meals Plus
Triple	\$9,101	\$13,261	\$14,589	\$15,269	\$15,789
Double	\$10,437	\$14,597	\$15,925	\$16,605	\$17,125
Single	\$12,477	\$16,637	\$17,965	\$18,645	\$19,165

*Note: Includes Activity Fee (\$165), and service fee (\$40)

9-month Tier 2 Apartments* – 9-month license agreement

(Villa Alvarado, Toltec, Huaxtepec, Zacatepec, Tarastec)

	No Meal Plan	2 nd Year Plan	Flex 5	Flex 7	Meals Plus
Triple	\$9,405	\$13,565	\$14,893	\$15,573	\$16,093
Double	\$10,781	\$14,941	\$16,269	\$16,949	\$17,469
Single	\$12,893	\$17,053	\$18,381	\$19,061	\$19,581

*Note: Includes Activity Fee (\$165), and service fee (\$40)

9-month Tier 3 Apartments* – 9-month license agreement

(Villa Alvarado-Renovated, Piedra del Sol, Metepec, Mixquic, Zapotec, Aztec Corner, Granada)

	No Meal Plan	2 nd Year Plan	Flex 5	Flex 7	Meals Plus
Triple	\$10,709	\$14,869	\$16,197	\$16,877	\$17,397
Double	\$12,213	\$16,373	\$17,701	\$18,381	\$18,901
Single	\$14,581	\$18,741	\$20,069	\$20,749	\$21,269

*Note: Includes Activity Fee (\$165), and service fee (\$40)

11.5-month Tier 1 Apartments* – 11.5-month license agreement
 (Piedra del Sol and Villa Alvarado-Renovated. Granada, Mixquic)

	No Meal Plan	2 nd Year Plan	Flex 5	Flex 7	Meals Plus
Triple	\$12,805	\$16,965	\$18,293	\$18,973	\$19,493
Double	\$14,665	\$18,825	\$20,153	\$20,833	\$21,353
Single	\$17,585	\$21,745	\$23,073	\$23,753	\$24,273

*Note: Includes Activity Fee (\$165), service fee (\$40)

11.5-month Tier 2 Apartments* – 11.5-month license agreement
 (Aztec Corner)

	No Meal Plan	2 nd Year Plan	Flex 5	Flex 7	Meals Plus
Triple	\$13,215	\$17,375	\$18,703	\$19,383	\$19,903
Double	\$15,085	\$19,245	\$20,573	\$21,253	\$21,773
Single	\$18,005	\$22,165	\$23,493	\$24,173	\$24,693

*Note: Includes Activity Fee (\$165), service fee (\$40)


11.5-month Tier 3 Apartments* – 11.5-month license agreement
 (Montage)

	No Meal Plan	2 nd Year Plan	Flex 5	Flex 7	Meals Plus
Triple	\$13,425	\$17,585	\$18,913	\$19,593	\$20,113
Double	\$15,375	\$19,535	\$20,863	\$21,543	\$22,063
Single	\$18,455	\$22,615	\$23,943	\$24,623	\$25,143

*Note: Includes Activity Fee (\$165), service fee (\$40)

San Diego State University Housing Fees are approved as set forth above:

APPROVED:



 Agnes Wong Nickerson, Vice President for Business and Financial Affairs

3/3/22

 Date



 Adela de la Torre, President

3/21/22

 Date

San Diego State University
2022-2023 Housing Meeting Room Fees

Pursuant to Education Code Sections 89700, 90012, and 90068 as delegated in Section 42004 of Title 5, California Code of Regulations, and as provided in Executive Order 1102, Miscellaneous Housing Fees for the 2022-2023 academic year, are as follows:

Priority Policy:

- SDSU Resident or Office of Housing Administration (OHA) / Residential Education Office (REO) / Housing Facilities Services (HFS) Staff have first right of refusal and can schedule up to one semester in advance.
- SDSU Dept/Student Org can reserve one week in advance.
- Non-SDSU Org can reserve one week in advance during academic year, and one year in advance during summer with deposit.
- Gaslamp (4) rental for \$100 per use.

		SDSU Resident or OHA/REO/HFS Staff			SDSU Dept/Student Org			Non-SDSU Org			
South Campus Plaza - North Hall		SqFt	Rate up to 6 hours	Hourly Rate	Daily rate per SqFt	Rate up to 6 hours	Hourly Rate	Daily rate per SqFt	Rate up to 6 hours	Hourly Rate	Daily rate per SqFt
	Multipurpose Room*	1,122	No Charge	No Charge	\$0	\$292	\$49	\$0.26	\$550	\$92	\$0.49
	Breakout Room	519	No Charge	No Charge	\$0	\$135	\$23	\$0.26	\$254	\$43	\$0.49
	Both Rooms	1,641	No Charge	No Charge	\$0	\$427	\$71	\$0.26	\$804	\$125	\$0.49
	Technology Room	552	No Charge	No Charge	\$0	\$144	\$24	\$0.26	\$270	\$45	\$0.49

*includes outdoor terrace

		SDSU Resident or OHA/REO/HFS Staff			SDSU Dept/Student Org			Non-SDSU Org			
South Campus Plaza - South Hall		SqFt	Rate up to 6 hours	Hourly Rate	Daily rate per SqFt	Rate up to 6 hours	Hourly Rate	Daily rate per SqFt	Rate up to 6 hours	Hourly Rate	Daily rate per SqFt
	Multipurpose Room*	836	No Charge	No Charge	\$0	\$217	\$36	\$0.26	\$410	\$68	\$0.49
	Breakout Room	622	No Charge	No Charge	\$0	\$162	\$27	\$0.26	\$305	\$51	\$0.49
	Both Rooms	1,458	No Charge	No Charge	\$0	\$379	\$67	\$0.26	\$714	\$119	\$0.49
	Technology Room	250	No Charge	No Charge	\$0	\$65	\$11	\$0.26	\$123	\$20	\$0.49

*includes outdoor terrace

		SDSU Resident or OHA/REO/HFS Staff			SDSU Dept/Student Org			Non-SDSU Org		
SqFt		Rate up to 6 hours	Hourly Rate	Daily rate per SqFt	Rate up to 6 hours	Hourly Rate	Daily rate per SqFt	Rate up to 6 hours	Hourly Rate	Daily rate per SqFt
Cuicacalli										
East Room	1,063	No Charge	No Charge	\$0	\$276	\$46	\$0.26	\$415	\$69	\$0.39
Middle Room	1,394	No Charge	No Charge	\$0	\$362	\$60	\$0.26	\$545	\$91	\$0.39
West Room	958	No Charge	No Charge	\$0	\$249	\$42	\$0.26	\$375	\$63	\$0.39
All Rooms*	3,415	No Charge	No Charge	\$0	\$888	\$148	\$0.26	\$1,335	\$223	\$0.39

*includes outdoor patio

		SDSU Resident or OHA/REO/HFS Staff			SDSU Dept/Student Org			Non-SDSU Org		
SqFt		Rate up to 6 hours	Hourly Rate	Daily rate per SqFt	Rate up to 6 hours	Hourly Rate	Daily rate per SqFt	Rate up to 6 hours	Hourly Rate	Daily rate per SqFt
Tula										
North Room	1,311	No Charge	No Charge	\$0	\$350	\$58	\$0.26	\$660	\$110	\$0.49
Middle Room	1,345	No Charge	No Charge	\$0	\$350	\$58	\$0.26	\$660	\$110	\$0.49
South Room	1,344	No Charge	No Charge	\$0	\$350	\$58	\$0.26	\$660	\$110	\$0.49
All Rooms*	4,000	No Charge	No Charge	\$0	\$1,050	\$175	\$0.26	\$1,980	\$330	\$0.49

*includes outdoor patio

		SDSU Resident or OHA/REO/HFS Staff			SDSU Dept/Student Org			Non-SDSU Org		
SqFt		Rate up to 6 hours	Hourly Rate	Daily rate per SqFt	Rate up to 6 hours	Hourly Rate	Daily rate per SqFt	Rate up to 6 hours	Hourly Rate	Daily rate per SqFt
University Towers										
Multipurpose Room	2,463	No Charge	No Charge	\$0	\$640	\$107	\$0.26	\$961	\$160	\$0.39

		SDSU Resident or OHA/REO/HFS Staff			SDSU Dept/Student Org			Non-SDSU Org		
SqFt		Rate up to 6 hours	Hourly Rate	Daily rate per SqFt	Rate up to 6 hours	Hourly Rate	Daily rate per SqFt	Rate up to 6 hours	Hourly Rate	Daily rate per SqFt
Huaxyacac										
Cholula Community Center	2,706	No Charge	No Charge	\$0	\$704	\$117	\$0.26	\$1,326	\$221	\$0.49

Maya Multipurpose Room	SDSU Resident or OHA/REO/HFS Staff			SDSU Dept/Student Org			Non-SDSU Org		
	SqFt	Rate up to 6 hours	Hourly Rate	Daily rate per SqFt	Rate up to 6 hours	Hourly Rate	Daily rate per SqFt	Rate up to 6 hours	Hourly Rate
1,063	No Charge	No Charge	\$0	\$276	\$46	\$0.26	\$415	\$69	\$0.39

Olmecca Multipurpose Room	SDSU Resident or OHA/REO/HFS Staff			SDSU Dept/Student Org			Non-SDSU Org		
	SqFt	Rate up to 6 hours	Hourly Rate	Daily rate per SqFt	Rate up to 6 hours	Hourly Rate	Daily rate per SqFt	Rate up to 6 hours	SqFt
1,063	No Charge	No Charge	\$0	\$276	\$46	\$0.26	\$415	\$69	\$0.39

- Notes:
- The Office of Housing Administration receives no funding from university or state and must recover costs for all operations and maintain a 1.1 debt service coverage ratio per CSU policy.
 - Non-SDSU Org rates utilize fully burdened costs, assessments and fees and contribution and are benchmarked with the Conrad Prebys Aztec Student Union.
 - Breakeven debt and operational costs for managing meeting rooms is 0.26 per square foot.

San Diego State University Housing Fees are approved as set forth above:



Agnes Wong Nickerson, Vice President for Business and Financial Affairs

3/3/22

Date



Adela de la Torre, President

3/21/22

Date

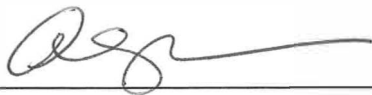
San Diego State University
2022-2023 Miscellaneous Housing Fees

Pursuant to Education Code Sections 89700, 90012, and 90068 as delegated in Section 42004 of Title 5, California Code of Regulations, and as provided in Executive Order 1102, Miscellaneous Housing Fees for the 2022-2023 academic year, are as follows:

Fee	Amount	Explanation
Abandonment Personal Property Removal	\$100	Fee for processing and removal of personal property due to abandonment.
Abandonment (Storage) Fee	\$5	Per day fee for storage of abandoned personal property.
Bed Height Adjustment Fee	\$50	For labor associated with adjusting bed heights when deemed optional.
Bike Storage Key Replacement/Surfboard Locker Lock Cut-off Fee	\$30	Fee for loss of key when using bike/surfboard storage or lock is not removed.
Conference housing fees	\$44.50 - \$102.65	Per person per day fee based on level of service and campus affiliation (linens, towels, cleaning service, etc.)
Damages	Varies (See attached)	Cost for labor and materials for commonly damaged items.
Early Arrival Fee	\$60	Per night fee
Field Trip or Event Admission	Per Event	Optional cost of field trip or event admission or materials
Guest Apartment- Daily Rate - Tepeyac	\$68	Daily fee for guest apartment based on approval of the Director.
Guest Apartment – Monthly Rate - Tepeyac	\$2,034	Monthly fee for two-bedroom guest apartment based on approval of the Director.
Guest Apartment- Daily Rate - Villa Alvarado	\$75	Daily fee for two-bedroom guest apartment based on approval of the Director.
Guest Apartment - Monthly Rate - Villa Alvarado	\$2,134	Monthly fee for two-bedroom guest apartment based on approval of the Director.
Guest Room Fee (Chapultepec)	\$50	Per night fee
Guest Room Fee – South Campus Plaza Double Occupancy	\$90	Per night fee double occupancy
Guest Room Fee – South Campus Plaza Single Occupancy	\$80	Per night fee single occupancy
Guest Apartment Fee – South Campus Plaza One-bedroom	\$100	Per night fee
Guest Apartment Fee – South Campus Plaza Two-bedroom	\$150	Per night fee
Guest Room/Apartment Cancellation Fee	\$50-\$150	Equivalent to one-night stay
Health and Safety Cleaning	\$60	Minimum charge for spaces cleaned by professional staff.

Health and Safety Re-Inspection Fee	\$25	Fee for spaces that are re-inspected due to failed health and safety inspection
Holdover Fee	\$45	Per hour fee for residents who do not vacate the residence hall by the closing date and time specified in their License Agreement
Improper Check-out Fee	\$40	For any resident who does not check-out with a staff member or use express check-out
Lock-out Fee	\$35	For any resident who is let into their room by staff.
Loft Fee	\$100	For annual rental of loft kits and labor associated with lofting beds when deemed optional.
Meal Plan Cancellation Fee	\$25	Cancellation of meal plan
Overnight Guest Fee	\$45	Nightly fee for any non-resident staying in a residence hall other than prescribed number of allowed guest nights
Residence Hall Activity Fee	\$12.50	A per semester fee for the Residence Hall Association (fee established by RHA 5 CCR 42023)
Room Change Fee Pre-occupancy	\$30	For a completed room change request
Room Change Fee Post-occupancy	\$100	For a completed room change request
Service Fee	\$40	A nonrefundable, academic year, for splitting annual room and board fees into installments
Utilities Cap Fees	Varies	Pass-through cost of monthly electricity charges above utility cap of \$35 per person per month.

San Diego State University Housing Fees are approved as set forth above:



 Agnes Wong Nickerson
 Vice President for Business and Financial Affairs



 Date



 Adela de la Torre
 President



 Date

Housing Facility Damages 22/23			
<u>Item</u>	<u>Activity</u>	<u>Charge</u>	
Appliance Repairs due to negligence	Repair/Replacement	TBD-Cost	
Bin - trash or recycle	Replacement	\$ 15	
Blanket	Replacement	\$ 28	
Blinds, vertical	Replacement	\$ 175	min
Bulletin Board	Replacement	\$ 150	
Bulletin Board	Repaint	\$ 90	
Bunkbeds, Unbunk	Service Fee	\$ 100	
Cabinetry	Repair/Replacement	TBD-Cost	
Carpet	Repair/Replacement	TBD-Cost	
Chair, Desk/dining/study room	Replacement	\$ 150	
Chair, Seminar rooms	Replacement	TBD-Cost	
Cleaning - rooms & upholstery	Service Fee	\$ 60	min
Couch, Apt./study	Replacement	TBD-Cost	
Counter top	Repair/Replacement	\$ 100	min
Desk	Replacement	\$ 235	
Dining room table	Replacement	\$ 450	
Dish Washer	Replacement	TBD-Cost	
Door closer	Replacement	\$ 400	
Door frame	Repaint	\$ 68	min
Door lock	Replacement	\$ 464	
Door, bathroom	Replacement	\$ 400	
Door, Bedroom lockset	Replacement	\$ 260	
Door, Fire-rated	Replacement	\$ 1,000	
Door, Sliding glass	Replacement	TBD-Cost	
Doors, Sliding closet	Replacement	\$ 105	min
Dresser	Replacement	\$ 200	
Fire equipment - vandalism	Repair/Replacement	TBD-Cost	
Floor tile, each	Replacement	\$ 99	min
Furniture	Repair	\$ 40	min
Furniture, rearrangement back to standard configuration	Service Fee	\$ 150	min
Garbage disposal	Replacement	\$ 166	min
Glass room number board	Replacement	\$ 200	min
Hall lights	Replacement	\$ 50	min
Key, Entry/access card	Replacement	\$ 35	
Key, Fob	Replacement	\$ 100	
Key, Room requires lock core change	Replacement	\$ 144	min
Key, bedroom Aztec Comer only	Replacement	\$ 35	
Ladder	Replacement	\$ 84	
Light, Exit	Replacement	\$ 200	min
Light, Floor and Table lamps	Replacement	\$ 200	
Light, Lamp shade	Replacement	\$ 50	
Light, Overhead - (Bedroom)	Replacement	\$ 97	min
Light, Overhead - lens only	Replacement	\$ 32	
Loft Kit	Replacement	\$ 155	
Lounge furniture - removal from room, per piece	Service Fee	\$ 30	min
Lounge/Public Space Furniture	Replacement	TBD-Cost	
Loveseat, study/RA	Replacement	\$ 750	
Mattress	Replacement	\$ 192	
Mattress Cover (Zippered)	Repair	\$ 50	min
Microfridge - large dents (1" or more deep, microfridge is replaced) - All halls	Replacement	\$ 500	
Microwave - complete	Replacement	\$ 435	
Microwave - complete - All halls (except Zura)	Replacement	\$ 500	

"Min" indicates a typical minimum amount. Additional fees may be incurred pending the specifics of the particular damage.

Microwave - complete - Zura	Replacement	\$ 700	
Microwave - glass tray	Replacement	\$ 30	
Mirror	Replacement	\$ 30	min
Paper towel dispenser	Replacement	\$ 150	
Pedestal, 2-drawer	Replacement	\$ 190	
Peephole	Replacement	\$ 75	
Pillow	Replacement	\$ 15	
Pillow cover	Replacement	\$ 15	
Refrigerator - large dents (1" or more deep, refrigerator is replaced) - All nails,	Replacement	\$ 400	
Refrigerator, complete	Replacement	\$ 700	
Refrigerator, drawer/rack (misc. parts)	Replacement	\$ 25	min
Safety Rail	Replacement	\$ 40	
Screen, missing or ruined	Replacement	\$ 50	min
Screen, missing or ruined (first floor)	Replacement	\$ 624	min
Security bar	Replacement	\$ 15	
Shower curtain	Replacement	\$ 15	
Sign, bathroom	Replacement	\$ 200	min
Sign, Door (bedroom)	Replacement	\$ 50	
Sign, evacuation	Replacement	\$ 50	
Sign, stairwell	Replacement	\$ 50	
Smoke detector (vandalism) + labor	Replacement	\$ 200	
Soap Dispenser	Replacement	\$ 73	
Stickers on windows, mirrors, walls, furniture	Service Fee	\$ 30	.5/hr
Stove - complete	Replacement	\$ 700	
Stove, drip pan (each)	Replacement	\$ 10	
Switch or outlet plate	Replacement	\$ 58	
Table, coffee	Replacement	\$ 350	
Table, end - apt./study	Replacement	TBD-Cost	
Table, end - study/suite/apt.	Replacement	\$ 200	
Table, Seminar rooms	Replacement	TBD-Cost	
Table, study	Replacement	\$ 275	
Tamper detector loop	Repair	\$ 58	
Thermostat	Replacement	\$ 223	
Toilet - complete	Replacement	\$ 235	min
Toilet paper dispenser	Replacement	\$ 118	
Toilet seat cover dispenser	Replacement	\$ 68	
Towel hooks	Replacement	\$ 68	
Upholstered overstuffed 1-seat chair	Replacement	\$ 550	
Vacuum	Replacement	\$ 175	
Wall - holes & damages	Repair	\$ 50	min
Walls	Repaint	\$ 85	min
Wardrobe, missing or ruined	Replacement	\$ 450	
Washer/Dryer	Replacement	TBD-Cost	
Window - complete	Replacement	TBD-Cost	
Window treatment - mechoshade	Replacement	\$ 455	
Window Treatment - miniblinds in bedroom	Replacement	\$ 100	

"Min" indicates a typical minimum amount. Additional fees may be incurred pending the specifics of the particular damage.

Office of Housing Administration
 Division of Business and Financial Affairs
 San Diego State University

**2020-2021 Housing Cost Comparison between CSU and UC
 (where meal plan is required - Smallest or closest to Flex 5 is used)**

Rank	Residence Hall Double	Amount	Rank	Residence Hall Single	Amount
1	UC Berkeley	\$ 18,165.00	1	UC Merced	\$ 19,750.00
2	SDSU	\$ 17,256.00	2	SDSU	\$ 19,169.00
3	UC Merced	\$ 17,243.00	3	CSU Channel Island	\$ 18,080.00
4	CSU Channel Island	\$ 17,000.00	4	Cal Poly Pomona	\$ 17,468.00
5	UC Irvine	\$ 16,370.00	5	UC Los Angeles	\$ 16,979.16
6	San Francisco State University	\$ 16,009.00	6	CSU Fullerton	\$ 16,206.00
7	CSU San Marcos	\$ 15,939.00	7	UC Santa Cruz	\$ 16,128.00
8	Cal Poly Pomona	\$ 15,860.00	8	Sonoma State University	\$ 15,720.00
9	UC Davis	\$ 15,714.00	9	San Jose State University	\$ 15,328.00
10	San Jose State University	\$ 14,062.00	10	Maritime Academy	\$ 15,112.00
11	CSU Bakersfield	\$ 13,200.00	11	CSU Northridge	\$ 15,011.00
12	UC San Diego	\$ 13,123.00	12	CSU East Bay	\$ 14,517.00
13	Sonoma State University	\$ 13,022.00	13	UC San Diego	\$ 13,796.00
14	CSU Chico	\$ 12,722.00	14	Sacramento State University	\$ 13,505.00
15	Sacramento State University	\$ 12,592.00	15	CSU Bakersfield	\$ 11,700.00
16	Maritime Academy	\$ 11,942.00	16	Humboldt State University	\$ 11,638.00
17	CSU Long Beach	\$ 11,926.00	17	CSU Dominguez Hills	\$ 11,500.00
18	Humboldt State University	\$ 11,638.00	18	CSU Fresno	\$ 11,101.00
19	CSU Northridge	\$ 9,612.00	19	Cal Poly San Luis Obispo	\$ 9,441.00
20	CSU Los Angeles	\$ 9,598.10	20	UC Santa Barbara	\$ 9,360.00
21	CSU Fresno	\$ 9,420.00	21	CSU San Bernardino	\$ 8,664.00
22	UC San Francisco	\$ 9,360.00	22	CSU Stanislaus	\$ 7,895.00
23	CSU Dominguez Hills	\$ 9,000.00	23	UC Irvine	\$ -
24	CSU Stanislaus	\$ 6,970.00	24	CSU San Marcos	\$ -
25	CSU San Bernardino	\$ -	25	CSU Long Beach	\$ -
26	CSU East Bay	\$ -	26	CSU Chico	\$ -
27	CSU Fullerton	\$ -	27	UC Davis	\$ -
28	UC Los Angeles	\$ -	28	San Francisco State University	\$ -
29	UC Santa Cruz	\$ -	29	UC Berkeley	\$ -
30	CSU Monterey Bay	\$ -	30	CSU Monterey Bay	\$ -
31	UC Riverside	\$ -	31	UC Riverside	\$ -
32	Cal Poly San Luis Obispo	\$ -	32	CSU Los Angeles	\$ -
33	UC Santa Barbara	\$ -	33	UC San Francisco	\$ -

Rank	Residence Hall Triple	Amount	Rank	Apartment Double	Amount
1	UC Merced	\$16,400.00	1	San Francisco State University	\$ 16,387.00
2	SDSU	\$15,632.00	2	CSU San Marcos	\$ 16,387.00
3	CSU Channel Island	\$15,410.00	3	Cal Poly Pomona	\$ 14,872.00
4	Cal Poly Pomona	\$14,915.00	4	CSU Channel Island	\$ 14,080.00
5	San Francisco State University	\$14,398.00	5	UC Merced	\$ 13,559.00
6	CSU San Marcos	\$14,328.00	6	UC San Diego	\$ 13,559.00
7	UC Davis	\$14,211.00	7	Sacramento State University	\$ 12,972.00
8	San Jose State University	\$12,641.00	8	UC Berkeley	\$ 12,860.00
9	Humboldt State University	\$11,638.00	9	UC Santa Cruz	\$ 12,753.00
10	Sonoma State University	\$11,014.00	10	CSU East Bay	\$ 12,000.00
11	CSU Long Beach	\$10,926.00	11	San Jose State University	\$ 11,232.00
12	CSU Chico	\$10,613.00	12	CSU Chico	\$ 9,740.00
13	CSU Bakersfield	\$10,500.00	13	CSU San Bernardino	\$ 9,672.00
14	CSU Fresno	\$8,773.00	14	SDSU	\$ 9,320.00
15	CSU Dominguez Hills	\$8,250.00	15	Sonoma State University	\$ 9,144.00
16	UC Irvine	\$0.00	16	CSU Northridge	\$ 9,074.00
17	CSU Stanislaus	\$0.00	17	Humboldt State University	\$ 9,040.00
18	CSU San Bernardino	\$0.00	18	UC Davis	\$ 8,904.00
19	Sacramento State University	\$0.00	19	CSU Fullerton	\$ 8,664.00
20	CSU Northridge	\$0.00	20	CSU Dominguez Hills	\$ 8,500.00
21	Maritime Academy	\$0.00	21	CSU Fresno	\$ 8,049.00
22	CSU East Bay	\$0.00	22	UC Riverside	\$ 7,300.00
23	CSU Fullerton	\$0.00	23	UC San Francisco	\$ 5,697.00
24	UC Los Angeles	\$0.00	24	CSU Stanislaus	\$ -
25	UC Santa Cruz	\$0.00	25	CSU Long Beach	\$ -
26	UC San Diego	\$0.00	26	Maritime Academy	\$ -
27	CSU Monterey Bay	\$0.00	27	CSU Bakersfield	\$ -
28	UC Riverside	\$0.00	28	UC Los Angeles	\$ -
29	Cal Poly San Luis Obispo	\$0.00	29	CSU Monterey Bay	\$ -
30	CSU Los Angeles	\$0.00	30	Cal Poly San Luis Obispo	\$ -
31	UC Santa Barbara	\$0.00	31	CSU Los Angeles	\$ -
32	UC San Francisco	\$0.00	32	UC Santa Barbara	\$ -
33	UC Berkeley	\$0.00	33	UC Irvine	\$ -

*Note: SDSU has made substantial investments in addressing deferred maintenance and acquired or built additional capacity unlike many CSU peers. The costs of construction are relatively in San Diego than many non-urban campus contexts. The rates reflect premiums due to the additional debt. SDSU also determines residence hall rates by room-type and not by building type, amenities, age, etc. based on the intention to provide residential learning community opportunities to all students.

*Due to COVID-19 Pandemic occupancy guidelines, some room types were not offered for the 2020-2021 Academic Year



SAN DIEGO STATE
UNIVERSITY

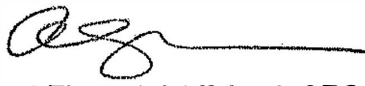
Business and Financial Affairs
San Diego State University
5500 Campanile Drive
San Diego, CA 92182-1620
Tel: 619-594-5631
Fax: 619-594-6022
Email: awongnickerson@sdsu.edu

Agnes Wong Nickerson
Vice President and CFO

MEMORANDUM

DATE: February 17, 2022

TO: Adela de la Torre
President

FROM: Agnes Wong-Nickerson 
Vice President for Business and Financial Affairs & CFO

SUBJECT: Recommendation for Approval of Category III New Fees

Please find attached for your approval the Category III fee requests from the School of Exercise and Nutritional Sciences per Executive Order 1102. These requests are to establish two new course fees for new Master of Science in Athletic Training Program. The fees will support the purchase of supplies students will need for the courses.

These fee requests were approved by CFAC during its February 11, 2022 meeting.

Please let me know if you have any questions.

Attachments

Category III Fee Request

February 11, 2022

RECOMMENDATION

Establish various Category III Fees to cover costs of the School of Exercise and Nutritional Sciences to provide materials for new courses:

Category IV Fee	Fee Amount
Course Fee ENS 627L	\$50
Course Fee ENS 699A	\$35

Approved 
Adela de la Torre

Date: 3/02/27



SAN DIEGO STATE UNIVERSITY

Request to Establish or Revise Student Fee

Contact extension 4-4578 for assistance with completion of form. Send completed form electronically to Budget & Finance.

budget@mail.sdsu.edu

Required Fields
 Budget & Finance Use Only

Name of Requestor:
 Organization/Department Name:
 Requestor's Email:
 Requestor's Phone Number:

Request Number:

Purpose or Name of Student Fee:

Revision to an Existing Student Fee Proposed Revised Fee Amount:

Establish a New Student Fee Proposed New Fee Amount:
 Effective Date:

JUSTIFICATION for new fee or to revise existing fee:

To establish course fee for new Master of Science in Athletic Training Program starting Summer 2022 with a cohort of 25 AT students. Supplies based on what students will need to use in ENS 699A.

- Statement of Revenues & Expenditures is attached (REQUIRED)
- Additional documentation is attached
(attached additional documentation as necessary to justify proposed fee)

Please refer to SDSU Fee Policy & Procedures tab for further information and guidance.

APPROVALS:

<input type="text" value="Matthew Mahar"/> Requestor	<input type="text" value="10/19/2021"/> Date	<input type="text"/> Provost or Vice President	<input type="text"/> Date
<input type="text" value="Steven Hooker"/> Dean/Administrator	<input type="text" value="10/19/2021"/> Date		

Budget & Finance Use Only

- | | | |
|---------------|---|--|
| Fee Category: | <input type="checkbox"/> Category II | <input type="checkbox"/> Category IV |
| | <input checked="" type="checkbox"/> Category III | <input type="checkbox"/> Category V |
| Action Items: | <input type="checkbox"/> Student Fee Referendum/Alt. Consultation | <input type="checkbox"/> President's Approval |
| | <input checked="" type="checkbox"/> CFAC recommendation | <input type="checkbox"/> CFAC information item |
| | <input checked="" type="checkbox"/> President's Approval | |
| | <input type="checkbox"/> Chancellor's Office Approval | |

Budget & Finance
Date



SAN DIEGO STATE UNIVERSITY

Request to Establish or Revise a Student Fee

Contact extension 4-4578 for assistance with completion of form. Send completed form electronically to Budget & Finance. budget@mail.sdsu.edu

Purpose or Name of Student Fee: **Course Fee ENS 699A**

STATEMENT OF REVENUES & EXPENDITURES

Please provide one year of current revenues and expenditures (if applicable) and two years of projected revenues and expenditures

	ACTUAL	Projected YEAR ONE	Projected YEAR TWO
Fiscal/Calendar Year	2021/2022	2022/2023	2023/2024
Number of Students Paying Fee:	0	25	25
Fee Amount:		35.00	35.00
Revenues	0.00	875.00	875.00
TOTAL REVENUES:	\$ -	\$ 875.00	\$ 875.00

Faculty Salary & Benefits			
Staff/Management Salary & Benefits			
Student Salary & Benefits			
Supplies	0.00	1,389.49	1,389.49
Services			
Equipment			
Other			
Other			
Other			
Other			
Other			
TOTAL EXPENSES:	\$ -	\$ 1,389.49	\$ 1,389.49

Additional Information:

Course to be offered first time in Fall 2022.

Additional documentation is attached
 (attached additional documentation as necessary to justify proposed fee)

ENS 699 Supplies		
Supply	Qty	Price
Halyard Nitrile Gloves, SMALL	3 boxes	\$ 67.02
Halyard Nitrile Gloves, MED	3 boxes	\$ 67.02
Halyard Nitrile Gloves, LRG	3 boxes	\$ 67.02
Disposable Mouthpieces	1 bag	\$ 44.95
KleenSpec Otoscope Specula	3 sleeves	\$ 10.65
Cavicide Cleaning Solution	2 gallons	\$ 69.46
Gym Wipes	2 rolls	\$ 46.90
Alcohol pads	2 boxes	\$ 12.60
Skin lube	2 Jars	\$ 28.90
Dukal 2" Gauze Pads	4 boxes	\$ 81.00
Non Sterile 2" Gauze sponges	4 boxes	\$ 15.00
Hand Sanitizer	4 bottles	\$ 13.40
6" Delux Elastic Wrap	12 rolls	\$ 76.95
6" Double Wrap	12 rolls	\$ 76.95
Muler Pre-Wrap, black	2 boxes	\$ 139.28
Ace Wraps 4"	2 boxes	\$ 81.30
Kenislo tape (1 roll per student)	25 rolls	\$ 352.50
Shipping		\$ 90.00
Tax		\$ 104.59
TOTAL		\$ 1,389.49

\$1,389.49/25 = \$55.58 per student

Proposed course fee: \$35

Projected Enrollment	# of Students
Fall 2022	25
Fall 2023	25
Fall 2024	25



SAN DIEGO STATE UNIVERSITY

Request to Establish or Revise Student Fee

Contact extension 4-4578 for assistance with completion of form. Send completed form electronically to Budget & Finance.

budget@mail.sdsu.edu

Required Fields
 Budget & Finance Use Only

Name of Requestor:

Request Number:

Organization/Department Name:

Requestor's Email:

Requestor's Phone Number:

Purpose or Name of Student Fee:

Revision to an Existing Student Fee Proposed Revised Fee Amount:

Establish a New Student Fee Proposed New Fee Amount:

Effective Date:

JUSTIFICATION for new fee or to revise existing fee:

To establish course fee for new Master of Science in Athletic Training Program starting Summer 2022 with a cohort of 25 AT students. Supplies based on what students will need to use in ENS 627L.

Statement of Revenues & Expenditures is attached (REQUIRED)

Additional documentation is attached
(attached additional documentation as necessary to justify proposed fee)

Please refer to SDSU Fee Policy & Procedures tab for further information and guidance.

APPROVALS:

Requestor

Date

Provost or Vice President

Date

Dean/Administrator

Date

Budget & Finance Use Only

- Fee Category: Category II Category IV
 Category III Category V
- Action Items: Student Fee Referendum/Alt. Consultation President's Approval
 CFAC recommendation CFAC information item
 President's Approval
 Chancellor's Office Approval

Budget & Finance

Date



SAN DIEGO STATE UNIVERSITY

Request to Establish or Revise a Student Fee

Contact extension 4-4578 for assistance with completion of form. Send completed form electronically to Budget & Finance. budget@mail.sdsu.edu

Purpose or Name of Student Fee: **Course Fee ENS 627L**

STATEMENT OF REVENUES & EXPENDITURES

Please provide one year of current revenues and expenditures (if applicable) and two years of projected revenues and expenditures:

	ACTUAL	Projected YEAR ONE	Projected YEAR TWO
Fiscal/Calendar Year	2021/2022	2022/2023	2023/2024
Number of Students Paying Fee:	0	25	25
Fee Amount:		50.00	50.00
Revenues	0.00	1,250.00	1,250.00
TOTAL REVENUES:	\$ -	\$ 1,250.00	\$ 1,250.00
Faculty Salary & Benefits			
Staff/Management Salary & Benefits			
Student Salary & Benefits			
Supplies	0.00	2,314.47	2,314.47
Services			
Equipment			
Other			
Other			
Other			
Other			
Other			
TOTAL EXPENSES:	\$ -	\$ 2,314.47	\$ 2,314.47

Additional Information:

Summer 2022 projection: 25 students in Summer 2022.

Additional documentation is attached
 (attached additional documentation as necessary to justify proposed fee)

ENS 6271 Supplies		
Supply	QTY	Price
J & J Coach Tape 1 1/2"	4 boxes	\$ 414.00
Muller Pre-Wrap, red	2 boxes	\$ 133.28
Cramer Heel & Lace pads	1 box	\$ 36.45
J & J Elastikon Tape	3 boxes	\$ 113.04
Cramer Stretch Tape	3 boxes	\$ 113.85
Rolyan Mole Skin 2" roll	2 rolls	\$ 18.70
Tongue Depressors	2 boxes	\$ 18.70
Stethoscope Kit with Penlight and Bandage Scissors	25	\$ 474.75
Goniometers (Plastic)	25	\$ 271.25
Reflex Hammer	25	\$ 124.75
Tape Measurer	25	\$ 133.75
Tuning Fork	25	\$ 187.25
Ziploc Bags, Gallon	1 box	\$ 8.89
Shipping		\$ 87.96
Taxes		\$ 177.85
TOTAL		\$ 2,314.47

\$2,314.47/25 = \$92.58 per student

Proposed course fee: \$50

Projected Enrollment	# of students
Summer 2022	25
Summer 2023	25
Summer 2024	25

Would like to give first year

The bag would contain:

Reflux Hammer

Tuning Fork

Stethoscope Kit with Penlight &

Goniometer

Tape Measurer

CAMPUS FEE ADVISORY COMMITTEE
February 11, 2022

MINUTES

ATTENDEES

Members:

Ashley Tejada	Alexia Oduro
David Ely	Austin Barber
Mary Anne Kremicki	Carlos Fitch
Rashmi Praba	Shawki Moore
T'Ante Sims	Jennifer Schenkenfelder
Mikhail Portnoy	Mark Bruno
Karina Esteban	Stephen Jackson
Amanda Fuller	

Guests:

Crystal Little	Both Warrem
Ted Gonzalez	Matias Farre
Yesenia Acosta	Denise Lebsack

The meeting was called to order 11:01 A.M. by T'Ante Sims, CFAC Chair.

Review and Approval of January 28, 2022, Meeting Minutes

1. Mr. Sims asked if there were any questions for these meeting minutes. Mary Anne Kremicki stated that her comment "affects a broad range of students" got interpreted as "students abroad" in the minutes. Ms. Kremicki asked that her statement to be corrected. Mark Bruno stated his comments/questions didn't show up in the minutes. Mr. Bruno had asked about the amount being requested every semester and the process to request these funds; Ms. Kinoshita had responded that they would have to submit a proposal every time to request the total amount to fund the program. Shawki Moore motioned to approve the minutes with these edits. Ms. Kremicki seconded; the amended minutes were approved.

Mr. Sims reminded the committee that the new Student Success Fee language is saved for action and will be voted on at the February 25th CFAC meeting.

Action Items

1. ENS Course Fees

Denise Lebsack introduced two new laboratory-based course fees ENS 627L and ENS 699A. Ms. Lebsack stated the reason these are on the agenda now is because of the transition from the bachelor's program into a master's program. With that new program there is a need to establish these new course fees. These fees will be used to order some expendable supplies for students such as athletic tape and some equipment that students can use for their whole two years in the program; the stethoscope is an example of this equipment. Most of these are personal items not commonly shared.

Ms. Little pointed out they are not asking for the lab fee to cover the full cost of the supplies. The department is still absorbing some of the cost and only passing a portion of the cost on to the students.

Ms. Tejada asked if there were any courses right now that currently have a course fee within the ENS department and asked to better see the justification on the screen. Ms. Lebsack responded that this program is the Master's of Science in Athletic Training that resides within the ENS department, so it's a program independent on its own. The current lab fees in the ENS 389A course are going away because the bachelor's program is not going to be offered anymore. ENS 265 Lab has a lab fee, but that's not a course in this curriculum, it's a separate undergrad course.

Ms. Schenkenfelder asked for clarification on the Bachelor's program is not going to be offered any more, and if so when did that happen. She stated that it is surprising because that's an incredibly popular program that a lot of students come to SDSU for. Ms. Lebsack responded that eliminating the B.S. in Athletic Training has been in the works for several years now. They are currently graduating the last bachelor's class in May and the first master's class is also starting in May. It's been noted in the catalog. Additionally, it's a new nationwide mandate that the new entry-level into the program is going to be at the master's level.

Ms. Schenkenfelder stated that she noticed the trend of a lot of these different fees are coming to CFAC as action items without coming as information first, which doesn't seem appropriate. It doesn't really give CFAC a lot of time to discuss or think about in advance of taking an action. Within Associated Students, items are brought as information prior to action, so there is time to discuss, and then this item is brought as action at the subsequent meeting. If there's an opportunity to have items come to CFAC as information first to provide time to discuss and then act at the following meeting it would be really helpful. Ms. Little responded that historically these types of requests have been information and then moved to action at the following meeting. Sometimes due to the timing and urgency of a request, it may be an action item. If the committee is not comfortable voting on this item today, action for this item can be postponed to the meeting on the 25th. We appreciate the feedback and will be diligent as we move forward to do our best to bring items as information and then to action for the following meeting.

Ms. Schenkenfelder asked about the process to determine a student fee versus the department absorbing the whole fee. Ms. Lebsack responded that these fees were established in the undergrad program, so it was the natural progression to get approval for the master's program. Essentially the 689A course is the equivalent of what used to be the 389A course, so we're just transferring that lab fee over. The 627 lab fee is a new course added to the curriculum in order to prepare the students adequately to be able to do these skills. There's a lot of equipment that the students are actually going to be able to take home with them or keep with them, like the stethoscope, the scissors and some of the items that are meant to stay with them to practice at home. This facilitates students having access to these supplies.

Ms. Schenkenfelder stated she was fine with voting on the action today and her recommendation is for items to be presented as information first moving forward.

Mr. Fitch stated that speaking from an idea of giving the students the freedom of choosing a cheaper option, so they can purchase the materials needed for class. He asked if the department explored the idea of making these fees an optional fee, not a mandatory fee. Ms. Lebsack responded that in order for students to function in the lab they need to have the supplies, so nothing here would be optional. These are necessary supplies in order to practice the skill set that they're going to need to be athletic trainers.

Ms. Schenkenfelder added within all stem classes all lab fees are usually mandatory to cover any chemicals or any lab equipment that students utilize.

Ms. Tejada asked about the alternative if this fee didn't exist. Ms. Lebsack responded that these are necessary items to have when doing the clinical rotation settings, so the students would have to purchase these items on their own and others the departments would have to absorb. Ms. Little added that the advantage of having the department purchase materials is that it allows the department to make bulk purchases, which reduces the cost versus each student purchasing these individually.

Mr. Moore commented that this is a necessary fee, comparable to having to buy a book and necessary materials. If this is a required fee, it would get factored into the financial aid, so it is good to move forward with approving this.

Mr. Bruno commented on the rules for the lab fees; students are supposed to be given the option to pay these fees or not. Ms. Little agreed that course fees are not mandatory fees; these are category III fees, which are required and associated with a course. There is some language where students are able to acquire the necessary materials and services through another means they can do some, but if there are

materials they can't acquire they have to pay the fees. It is more advantageous for students to go through the course fees.

Mr. Fitch asked about assistance for students who don't have financial aid. Ms. Lebsack is not aware of any student assistance, but buying these items in bulk is cheaper than buying these individually. Ms. Schenkenfelder added that there are options; ECRT has sponsored students in the past and the College of Science has also helped students.

Ms. Tejada called this action to question and Mr. Moore seconded.

CFAC voted and the ENS course fee was approved unanimously.

2. Alternative Consultation -- Pro/Con Statements

Ms. Little updated the committee regarding the final information pamphlet for the alternative consultation process for the Accelerated Tech and Sustainability fee. Part of the process was soliciting Pro and Con statements, which were received and presented to the subcommittee. The subcommittee reviewed and selected the Pro and Con statements to be included in the information pamphlet. Each student selected had the opportunity to submit a rebuttal to the alternative statement. The pro and con statements and rebuttals were shared for review to the full committee. She invited anyone from the subcommittee to speak. Ms. Tejada commented that the selected statements were the strongest statements reviewed by the subcommittee. Ms. Little asked about any factual or grammatical edits while there is still time to reach out to the students.

Mr. Fitch asked about the number of pro/con statements; Ms. Little responded that 21 statements were received.

Mr. Sims asked the committee to vote. The final information pamphlet inclusive of the pro and con statements was approved unanimously.

Mr. Sims asked for any public comments.

Ms. Little reminded the committee that forums start on Monday and encouraged CFAC members to attend at least one forum over the next 3 weeks to hear what the students have to say in person. The open forums are listed on the CFAC web page and on <https://bfa.sdsu.edu/financial/budget/spring2022alternativeconsultation>. There are also A-frames around campus with a scannable code and the open forums will be published on the Daily Aztec on Wednesday.

Ms. Tejada asked about another Canvas pop up; Ms. Little responded that it is due to be out next week for a week. There will also be a text message link to students, as well as social media outreach using Facebook, Twitter and emails to reach as many students as possible.

Mr. Moore asked if the CFAC student members are able to vote. Ms. Little responded that CFAC student members are still students and are eligible to vote, so they will be provided with a feedback form to cast their vote at the open forums.

Ms. Schenkenfelder asked if the alternative consultation and open forum information could be brought to the front of the main BFA and CFAC web site to be more accessible to students, since students are not familiar with the CFAC web site. Ms. Little responded that Ted can take care of bringing the information to the front of the CFAC page and can talk to the web site team to see if it is possible to include this information on the main BFA site.

Mr. Fitch asked about the process to review the feedback forms. Ms. Little responded that at the March 11th meeting CFAC will be provided with a tally and consolidation of the feedback forms; this is an open meeting and the plan will be to meet and discuss in person, likely in Montezuma Hall with room for general comment. Mr. Fitch also asked if it was possible to sort out the forum feedback forms between

SDSU main campus and IV campus. Ms. Little responded that CFAC represents SDSU and committee members represent the whole student body. It would not be appropriate to segregate the feedback because the committee is tasked to make a recommendation for all SDSU students, not by campus location, but in totality.

Ms. Oduro asked if there is an update in terms of student organizations reaching out to have an alternative consultation presentation at their meetings. Ms. Little responded yes and the open forum schedule provides the date, time, location and whether it is hosted or not. There was significant outreach to student organizations over the last 3-4 weeks to try and get them to engage in hosting an open forum. Students still have the option to reach out to CFAC to host additional forums.

Mr. Sims motioned to adjourn the meeting and Mr. Moore seconded.

This meeting adjourned at 11:42am.

Requests

- a. None

New Business

- a. None

Public Comment

Reminder: Next meeting is scheduled for Friday, February 25th, at 11:00 A.M. via Zoom.



SAN DIEGO STATE
UNIVERSITY


Business and Financial Affairs
San Diego State University
5500 Campanile Drive
San Diego, CA 92182-1620
Tel: 619-594-5631
Fax: 619-594-6022
Email: awongnickerson@sdsu.edu

Agnes Wong Nickerson
Vice President and CFO

MEMORANDUM

DATE: March 1, 2022

TO: Adela de la Torre
President

FROM: Agnes Wong-Nickerson 
Vice President for Business and Financial Affairs & CFO

SUBJECT: Recommendation for Approval of New Category III Fees

Please find attached for your approval the Category III fee requests from Academic Affairs per Executive Order 1102 and Executive Order 931. These requests are to establish various travel accommodation fees for Summer 2022 faculty-led global seminar courses.

CFAC reviewed and approved these fee requests at its February 25, 2022 meeting as noted in the attached meeting minutes.

Please let me know if you have any questions.

Attachments

Category III Fee Request

February 25, 2022

RECOMMENDATION

Establish various Category III Fees for Summer 2022 faculty-led global seminar courses:

Category III Fee	Fee Amount
GEN S 450: Art and Anatomy in Italy	\$3,395
GEN S 450: Food, Culture and Nutrition in Barcelona	\$4,000
ENGL 499: Writing in Ireland	\$3,675
THEA 499: World Theatre in Greece	\$3,580
ANTH 348/HIST 500: Florence Summer Program	
GEN S 450/HIST 506: Florence Summer Program	\$3,875
RWS 305/GEN S 450: History, Culture & Writing in Ireland	\$3,445
BA 405: International Business Strategy & Integration in Berlin	\$2,745
SPAN 302/342/499: Culture, Art and Society in Merida	\$2,185
BA 360: Operations and Supply Chain Management in Prague	\$2,150

Approved 
Adela de la Torre

Date: 3/02/22

CAMPUS FEE ADVISORY COMMITTEE
February 25, 2022

MINUTES

ATTENDEES

Members:	Ashley Tejada	Alexia Oduro
	David Ely	Austin Barber
	Mary Anne Kremickl	Carlos Fitch
	Rashmi Praba	Shawki Moore
	T'Ante Sims	Mark Bruno
	Mikhail Portnoy	Stephen Jackson
	Karina Esteban	Savanna Schuermann
	Amanda Fuller	Mark Reed
Guests:	Crystal Little	Maribel Madero
	Ted Gonzalez	Matias Farre
	Yesenia Acosta	Jessica Romero

The meeting was called to order 11:00 A.M. by T'Ante Sims, CFAC Chair.

Review and Approval of February 11, 2022, Meeting Minutes

Mr. Sims asked if there were any questions for these meeting minutes. Ms. Tejada motioned to approve the minutes and Mr. Moore seconded. The minutes were approved unanimously.

Informational Item

a. Faculty Led Study Abroad Fees – Summer 2022 (Attachment 2)

Ms. Kremickl clarified that these are strictly accommodation fees.

Ms. Romero presented these fees to the committee. SDSU has reinstated the study abroad program, but these programs were previously run through Global Campus and now they will be run on the state side. Accommodation fees need to be established on the state side; these fees are for housing, transportation and activities for study abroad experiences and students elect to apply to these programs.

Ms. Schuermann asked what state side means. Ms. Romero responded that some travel study courses were previously administered by Global Campus, and are now shifting to regular courses through SDSU.

Ms. Tejada asked to clarify accommodation fees. Ms. Romero responded that accommodation includes activities, excursions, transportation and food in some cases; these are pass-through fees that students pay and the university in turn pays to the vendors abroad. Ms. Tejada asked if students are paying more with the switch to state side. There are no additional fees and there is no difference in what the students pay, other than inflation and cost fluctuation from prior year fees, per Ms. Romero. Ms. Little added that these are part of the category III course fees and no administrative fees can be added; these are only direct costs attributable to the students participating in this program.

Ms. Fuller asked if there are additional advantages to students with the switch to state side. Ms. Romero responded that there are a lot of positives, like the ability to use any remaining financial aid funds and easily apply these to the summer session courses abroad, which was not possible through Global Campus. Students have been advised to check with financial aid for any unused funds and to request an increase in award. With this change, students will have more time to make payments, since SDSU is paying vendors in advance of receiving payment from students. Students have greater flexibility with a 50% bill received April 1st and the last bill on May 5th; students have 20 days to pay these bills. A downside would be for out-of-state students who pay out-of-state tuition for summer sessions as rather than the fixed per unit cost through Global Campus they will also pay the non-resident per unit fee. Ms.

Fuller appreciated this change that will help her recruit more students and give them the opportunity to study abroad.

Ms. Schuermann asked about other reasons behind the switch to state side. Ms. Romero responded that this was at the direction from Provost Ochoa. Ms. Kremicki added that this is Instruction, just like any other summer Instruction, so the provost felt strongly about standardizing this program across the summer offerings and normalizing it within the colleges. Ms. Little added that historically these fees have been in both Global Campus and state side, and having all programs on the state side minimizes the confusion and creates a more seamless and positive experience for students.

Mr. Fitch asked for clarification on how to approve these fees. Ms. Little responded that these are category III fees that the committee can move to action, if comfortable deciding today; if not, it will be presented as action item at the next meeting with a recommendation to the president and the president to make the final decision. Mr. Fitch asked about the fee limit. Ms. Little responded that if the fees are over the set threshold for presidential approval, they will go to the Chancellor's Office for final approval. [EO 931 authorizes SDSU to establish international travel accommodation courses fees up to \$10,000] Mr. Fitch asked if some of these fees could be amended to stay within the threshold. Ms. Romero responded no, since the costs of these programs are based on in-country costs and vary depending on the country, i.e. living in Florence for 6 weeks costs more. There is a bidding process to ensure the cheapest cost for each program.

Mr. Fitch asked what would happen if CFAC recommended not to approve some of these fees. Ms. Little responded that the president would need the committee's rationale for not recommending these fees for approval, but the president could still make the decision to approve these fees based on executive order authority granted to the president.

Ms. Kremicki stated that these are time sensitive fees that need to be published to allow students to sign up for these summer programs, so asked the committee, if comfortable to consider moving this information item to action today.

Ms. Schuermann asked if out-of-state students would pay more to go through these programs than in the past. Ms. Little responded that they would pay tuition for the course involved, but the accommodation fee is the same regardless of student status. Ms. Fuller added that there is still a higher per unit cost, but this is only for 1-2 unit summer courses. Mr. Sims commented that the summer courses have a per unit fee, so the fee structure is a lot different compared to fall and spring; all students are encouraged to apply for financial aid to help cover the costs of these programs. Ms. Fuller added that low income students were at a disadvantage before this program was moved to the state side.

Ms. Fuller motioned to move the Faculty Led Study Abroad Fees to action, Mr. Bruno seconded. The committee voted in favor of moving this information item to action.

Action Item

Faculty Led Study Abroad Fees – Summer 2022

The committee voted to approve the Faculty Led Study Abroad fees; the committee voted in favor, with no objections or abstentions. These fees were approved unanimously.

Informational Item

b. Graduate Student Experience and Educational and Restorative Fees (Attachment 3)

Ms. Little provided an update that these fees were approved by the president and will be implemented. Ms. Schuermann asked if this is the same fee that was an opt-in, but ultimately an opt-out and if a strategy was established to communicate this clearly. Ms. Little responded yes, and this was discussed with SACD; it may be better to share this information in a document to include when communication will go to students, how they would opt-out and timelines to make sure these fees hit the student accounts in time for financial aid to be supportive, so there is a process outline that can be shared with the committee.

Requests

- a. None

New Business

- a. None

Public Comment

Ms. Little reminded everyone that next week is the final week of open forums for the Accelerating Tech and Sustainability Fee; she encouraged everyone to attend and hear the types of questions and feedback the students have during these open forums. The March 11th meeting will be in person in Montezuma Hall; the seating for committee members will be in a horse shoe setup with separate seating available for public comment. The meeting will also have the online option via Zoom. On March 4th or over the weekend, the data will be available to the committee to prepare for discussion. Ms. Schuermann asked if the committee will be able to see each feedback form. Ms. Little responded that it will be a summary/tally of all options and all written comments.

Ms. Schuermann commented that open forums have been presented differently depending on audience, according to her students. For instance, EOP students were told they were completing feedback forms, while others were told their feedback was sort of their vote. Ms. Little responded that sometimes the word vote and feedback get used interchangeably in general, although not intentional, but students are only providing feedback. Ms. Schuermann urged all to make the distinction clear during the presentations. Regarding the differences in the open forum presentations Ms. Little responded that early on the presenters tried to answer questions ahead, but that was course corrected and they are staying within the 25 minutes allotted for the presentation. Ms. Schuermann added that the general opinion is that students don't feel their questions have been answered, so would like to pass that on.

Ms. Oduro commented that the open forum presentation she attended was different from what was approved by CFAC and even inappropriate, i.e. a presenter referred to students as Aztecs a lot, brought up virtual reality and exploring Kumeyaay land. What was presented to CFAC was 20 minutes, versus an hour at an open forum with more of the need for the fee instead of just presenting the information. The presentations shifted according to audience and answering anticipated questions was added to the presentation. She is questioning the purpose of the CFAC subcommittee and CFAC committee, if what was approved in this setting was not what was shown to the students. Ms. Little responded that lengthening the presentation in an attempt to answer questions occurred early on and presenters have rectified this.

Mr. Moore commented that this is alarming, since differences in open forum presentations skew the feedback; he understands the adjustments, but what about prior feedback? He added that some students were told that Canvas would go away without this fee. Ms. Little clarified that the 24/7 365 support will not be available without this fee, but Canvas would not go away; she will let the speakers know to be clear in how this is presented.

Ms. Tejada added that she received feedback from student leaders involved in multiple organizations; some even saw open forum presentations 2-4 times because the organization was hosting and reported that the information presented varied. Ms. Little responded that this has been corrected, and she will take this feedback back to the group presenting.

Mr. Fitch commented that the students at the Imperial Valley presentation felt this presentation was more for the San Diego campus from the way it was presented, so he is more interested now in attending a presentation.

Mr. Sims and Ms. Little reminded the committee that the Student Success Fee policy change has been postponed to March 25th.

Ms. Tejada suggested changing the title for the next CFAC meeting to emphasize it will be in person.

Ms. Fuller asked about the option for a Zoom link for the March 11th meeting. Ms. Little confirmed a Zoom link will be provided as well.

Mr. Sims asked for a motion to adjourn the meeting. Ms. Fuller motioned to adjourn the meeting and Mr. Moore seconded. This meeting adjourned at 11:41am.

Reminder: Next meeting is scheduled for Friday, March 11th, at 9:00 A.M. in Montezuma Hall, Conrad Prebys Aztec Student Union in person and via Zoom.

Current Status: *Active*

PolicyStat ID: 6588648



Origination: 1/5/2005
Last Revised: 1/5/2005
Next Review: 1/5/2020
Owner: *Nick Norimoto: SW Budget Analyst*
Area: *Business and Finance*
Codes: *EO 0931*

Student International Travel Accommodations Course Fee; San Diego State University

Policy

This executive order (EO 931) is issued under the authority granted by Education Code Sections 89035 and 89700, Standing Orders of the Board of Trustees, Chapter II, i, and Board of Trustees' Resolution RFIN 03-04-00, and consonant with Executive Order Number 740.

Effective January 5, 2005, San Diego State University is authorized to establish a Category III, Student International Travel Accommodations Course Fee at a fee range of \$750 to \$10,000. The Student International Travel Accommodations Course Fee will cover costs related to elective courses that include student housing, transportation, food, field trips, insurance, security deposits, and related materials and services.

Revenue collected from miscellaneous course fees is to be deposited either in the General Fund or in a local trust account, depending on the nature of the fee. In accordance with Education Code Section 89721(g), revenue collected may be deposited in a local trust account where the fee is required of those persons who, at their option, use the services or facilities, or are provided the materials, for which the fee is collected. In other words, if the student has the option to procure the service or materials for which the fee is charged on the open market or some other way separate from the university and still fulfill the requirements of the university, the revenue may be deposited in trust. Revenue so deposited shall be used solely to meet the costs of providing these services, materials, and facilities. Otherwise, in accordance with Section 89724(a) of the Education Code, revenue collected from miscellaneous course fees shall be deposited in the State Treasury and credited to the General Fund for the support of the university in addition to such other amounts as may be appropriated therefor by the Legislature.

Supersedes

Executive Orders 825 and 897

Issued by

Charles B. Reed, Chancellor

All revision dates:

1/5/2005

Attachments

Transmittal letter

COPY



SAN DIEGO STATE UNIVERSITY

Request to Establish or Revise Student Fee

Contact extension 4-4578 for assistance with completion of form. Send completed form electronically to Budget & Finance.

budget@mail.sdsu.edu

Required Fields
 Budget & Finance Use Only

Name of Requestor: Jessica Romero
 Organization/Department Name: Program Development, International Affairs
 Requestor's Email: jbaham@sdsu.edu
 Requestor's Phone Number: 619-594-5067

Request Number: 21-009

Purpose or Name of Student Fee: Global Seminar Summer 2022: Art and Anatomy in Italy
 Revision to an Existing Student Fee Proposed Revised Fee Amount:
 Establish a New Student Fee Proposed New Fee Amount: 3,395.00
 Effective Date: February 1, 2022

JUSTIFICATION for new fee or to revise existing fee:

This is a program fee for an SDSU faculty-led Global Seminar course to be taught in Italy during summer 2022. The fee is associated with the course GEN S 450 Art and Anatomy in Italy. It is a necessary course to allow CHHS students to satisfy their international requirement.

Statement of Revenues & Expenditures is attached (REQUIRED)

Additional documentation is attached
 (attached additional documentation as necessary to justify proposed fee)

Please refer to SDSU Fee Policy & Procedures tab for further information and guidance.

APPROVALS:

Jessica Romero 2/1/2022 Feb 23, 2022
 Requestor Date Provost or Vice President Date

 Dean/Administrator Date

Budget & Finance Use Only

Fee Category: Category II Category IV
 Category III Category V
 Action Items: Student Fee Referendum/Alt. Consultation President's Approval
 CFAC recommendation CFAC Information Item
 President's Approval
 Chancellor's Office Approval

 3/1/22
 Budget & Finance Date



**SAN DIEGO STATE
UNIVERSITY**
International Affairs

International Affairs
San Diego State University
5500 Campanile Dr.
San Diego, CA 92182
619-594-5067

MEMORANDUM

DATE: February 22, 2022
TO: Mary Anne Kremleki
Associate Vice President for Academic Affairs- Financial Operations
FROM: Noah Hansen
Director & Resource Manager, International Affairs
RE: Summer 2022 Faculty-led Global Seminar Accommodation Fees

Attached are the student accommodation fees for (1) separate CHHS Faculty-led Global Seminar Program:

“GENS 450: Connecting Art and Science: The Cultural History of Art & Anatomy in Italy”

The continuation of this course is essential given the number of students needing to fulfill the CHHS international experience requirement. Given COVID-19, there are fewer study abroad program options. These fees are within previous guidelines.



SAN DIEGO STATE UNIVERSITY

Request to Establish or Revise a Student Fee

Contact extension 4-4578 for assistance with completion of form. Send completed form electronically to Budget & Finance. budget@mail.sdsu.edu

Purpose or Name of Student Fee: **Global Seminar Summer 2022: Art and Anatomy in Italy**

STATEMENT OF REVENUES & EXPENDITURES

Please provide one year of current revenues and expenditures (if applicable) and two years of projected revenues and expenditures

	ACTUAL	Projected YEAR ONE	Projected YEAR TWO
Fiscal/Calendar Year	2022/2023	2023/2024	2024/2025
Number of Students Paying Fee:	22	22	22
Fee Amount:	3,395.00	3,395.00	3,395.00
Revenues	74,690.00	74,690.00	74,690.00
TOTAL REVENUES:	\$ 74,690.00	\$ 74,690.00	\$ 74,690.00

Faculty Salary & Benefits			
Staff/Management Salary & Benefits			
Student Salary & Benefits			
Supplies			
Services			
Equipment			
Other rnal program provider			
Other			
Other			
Other			
Other			
TOTAL EXPENSES:	\$ -	\$ -	\$ -

Additional Information:

Max number of students is 22, and program consistently filled when offered through Global Campus in the past.

Additional documentation is attached
 (attached additional documentation as necessary to justify proposed fee)

Travel/Accommodation Budget-ITALY Summer 2022	
College	Health and Human Services
Department	International Affairs, Program Development
Course(s) offered	GEN S 450 - Art and Anatomy in Italy
Submitted by	Julie Dugan
Phone number/Email	jdugan@sdsu.edu 619-594-6477
Destination	Italy (multiple cities)
Program Provider	Exclusively Italian
Date of departure	Depart from US July 16, 2022, Arrival in Italy July 17, 2022
Date of return	July 29, 2022
Number of days abroad incl. travel days	14
Semester of travel	Summer 2022
Projected number of matriculated students	23
Cost per student	
Paid to service provider	
Student housing and meals	\$1,629.00
Group activities [1]	\$679.00
Administrative overhead fee [2]	\$0.00
In-country coordination [2]	\$848.75
In-country transportation	\$237.85
Total	\$3,395.00
Travel Insurance [3]	\$40.00
Total cost per student	\$ 3,435.00
Reservation Deposit [4]	\$22,000 (for total program)
Date deposit is due to provider	April 30, 2022
<p>Footnotes to appear in schedule (course enrollment, contact, dates): Title: <i>GENS 450 Connecting Art and Science: Art and Anatomy in Italy</i> Footnotes: Course fee payment of \$3,395 will be due in two payments (billed April 5th and May 5th). *Payment is due 20 days from bill date. **Tuition payment follows standard timeline for SDSU Summer Session The course fee is in addition to tuition. This course involves a rigorous online curriculum that MUST be completed prior to travel. Students get access to the online content approximately three months prior to travel. It contains 12 modules that typically require three to four hours each to complete. Please consider if you have the academic bandwidth to complete the pre-travel online curriculum before applying. Students must attend a mandatory, pre-departure meeting: Date TBD International field experience: July 17-29, 2022. Students depart the U.S. on July 16, 2022. All students required to possess valid passport and adhere to SDSU's COVID policies. Course requires purchase of SDSU's International Insurance for \$40.</p>	
<p>[1] May include museum passes, fees for travel and excursions which are part of the class requirement. [2] Charge by agency to set-up required arrangements in host country. [3] Verified by <suriskmanagement@mail.sdsu.edu> [4] May be required to secure placement for the trip. AVPA -1 4/22/2015</p>	



SAN DIEGO STATE UNIVERSITY

Request to Establish or Revise Student Fee

Contact extension 4-4578 for assistance with completion of form. Send completed form electronically to Budget & Finance.

budget@mail.sdsu.edu

Required Fields
 Budget & Finance Use Only

21-010

Name of Requestor:
 Organization/Department Name:
 Requestor's Email:
 Requestor's Phone Number:

Request Number:

Purpose or Name of Student Fee:

Revision to an Existing Student Fee Proposed Revised Fee Amount:
 Establish a New Student Fee Proposed New Fee Amount:
 Effective Date:

JUSTIFICATION for new fee or to revise existing fee:

This program fee will be part of the Global Seminar Summer 2022: Food, Culture and Nutrition in Barcelona. The course will be offered as a faculty-led program during summer and students will earn SDSU resident credit through the course GENS 450: Food, Culture and Nutrition in Barcelona.

Statement of Revenues & Expenditures is attached (REQUIRED)

Additional documentation is attached
 (attached additional documentation as necessary to justify proposed fee)

Please refer to SDSU Fee Policy & Procedures tab for further information and guidance.

APPROVALS:

Requestor

Date

Provost or Vice President

Date

Dean/Administrator

Date

Budget & Finance Use Only

Fee Category: Category II Category IV
 Category III Category V

Action Items: Student Fee Referendum/Alt. Consultation President's Approval
 CFAC recommendation CFAC information item
 President's Approval
 Chancellor's Office Approval

Budget & Finance

Date



**SAN DIEGO STATE
UNIVERSITY**
International Affairs

International Affairs
San Diego State University
5500 Campanile Dr.
San Diego, CA 92182
619-594-5067

MEMORANDUM

DATE: February 22, 2022
TO: Mary Anne Kremicki
Associate Vice President for Academic Affairs- Financial Operations
FROM: Noah Hansen
Director & Resource Manager, International Affairs
RE: Summer 2022 Faculty-led Global Seminar Accommodation Fees

Attached are the student accommodation fees for (1) separate CHHS Faculty-led Global Seminar Program:

"GENS 450: Food, Culture and Nutrition in Barcelona"

The continuation of this course is essential given the number of students needing to fulfill the CHHS international experience requirement. Given COVID-19, there are fewer study abroad program options. These fees are within previous guidelines.



SAN DIEGO STATE UNIVERSITY

Request to Establish or Revise a Student Fee

Contact extension 4-4578 for assistance with completion of form. Send completed form electronically to Budget & Finance. budget@mail.sdsu.edu

Purpose or Name of Student Fee: **Global Seminar Summer 2022: Food, Culture and Nutrition in Barcelona**

STATEMENT OF REVENUES & EXPENDITURES

Please provide one year of current revenues and expenditures (if applicable) and two years of projected revenues and expenditures

	ACTUAL	Projected YEAR ONE	Projected YEAR TWO
Fiscal/Calendar Year	2022/2023	2023/2024	2024/2025
Number of Students Paying Fee:	20	20	20
Fee Amount:	4,000.00	4,000.00	4,000.00
Revenues	80,000.00	80,000.00	80,000.00
TOTAL REVENUES:	\$ 80,000.00	\$ 80,000.00	\$ 80,000.00
Faculty Salary & Benefits			
Staff/Management Salary & Benefits			
Student Salary & Benefits			
Supplies			
Services			
Equipment			
Other non program provider			
Other			
Other			
Other			
Other			
TOTAL EXPENSES:	\$ -	\$ -	\$ -

Additional Information:

The program can accommodate more than 20 people, 20 is just the minimum enrollment to run.

Additional documentation is attached
 (attached additional documentation as necessary to justify proposed fee)

Travel Accommodation Budget - Barcelona SPAIN - Summer 2022	
College	Health and Human Services
Department	International Affairs, Program Development
Course(s) offered	GEN S 450 - Food, Culture and Nutrition in Barcelona
Submitted by	Julie Dugan
Phone number/Email	jdugan@sdsu.edu 619-594-6477
Destination	Barcelona, SPAIN
Program Provider	CEA
Date of departure	June 8th, 2022
Date of return	July 6th, 2022
Number of days abroad incl. travel days	29
Semester of travel	Summer 2022
Projected number of matriculated students	20
Cost per student	
Paid to service provider	
Student housing and meals	\$1,885.00
Group activities [1]	\$1,735.00
Administrative overhead fee [2]	
In-country coordination [2]	\$380.00
In-country transportation	
Total	\$4,000.00
Travel Insurance [3]	\$100.00
Total cost per student	\$ 4,100.00
Reservation Deposit [4]	\$0.00
Date deposit is due to provider	Payment in full due April 18, 2022
<p>Footnotes to appear in schedule (course enrollment, contact, dates): Title: Food, Culture and Nutrition in Barcelona Footnotes: Course fee payment of \$4,000 will be due in two payments [billed April 5th and May 5th]. *Payment is due 20 days from bill date. **Tuition payment follows standard timeline for SDSU Summer Session The course fee is in addition to tuition. THIS COURSE IS TAUGHT FULLY ABROAD IN SPAIN DURING JUNE 8 - JULY 6, 2022 Students must attend a mandatory, pre-departure meeting: Date TBD REQUIRED International field experience: June 8, 2022 - July 6, 2022. Students depart the U.S. on June 7, 2022 (overnight flight will have students arrive on June 8) All students required to possess valid passport and adhere to SDSU's COVID policies. Course requires purchase of SDSU's international insurance for \$60. For more details, see program brochure website</p>	
<p>[1] May include museum passes, fees for travel and excursions which are part of the class requirement.</p>	
<p>[2] Charge by agency to set-up required arrangements in host country.</p>	
<p>[3] Verified by <sdsuriskmanagement@mail.sdsu.edu></p>	
<p>[4] May be required to secure placement for the trip.</p>	
<p>AVPAA -1 4/22/2015</p>	



SAN DIEGO STATE UNIVERSITY

Request to Establish or Revise Student Fee

Contact extension 4-4578 for assistance with completion of form. Send completed form electronically to Budget & Finance.

budget@mail.sdsu.edu

Required Fields
 Budget & Finance Use Only

Name of Requestor:
 Organization/Department Name:
 Requestor's Email:
 Requestor's Phone Number:

Request Number:

Purpose or Name of Student Fee:
 Revision to an Existing Student Fee Proposed Revised Fee Amount:
 Establish a New Student Fee Proposed New Fee Amount:
 Effective Date:

JUSTIFICATION for new fee or to revise existing fee:

SDSU International Affairs is offering ENGL 499: Writing in Ireland as a Summer 2022 Global Seminar, to supplement SDSU GE Summer 2022 course offerings. This opportunity will allow students to participate in an international travel experience that has not been offered in two years due to COVID-19.

Statement of Revenues & Expenditures is attached (REQUIRED)

Additional documentation is attached
 (attached additional documentation as necessary to justify proposed fee)

Please refer to SDSU Fee Policy & Procedures tab for further information and guidance.

APPROVALS:

Requestor Date Provost or Vice President Date
 Dean/Administrator Date

Budget & Finance Use Only

Fee Category: Category II Category IV
 Category III Category V
 Action Items: Student Fee Referendum/Ait. Consultation President's Approval
 CFAC recommendation CFAC information item
 President's Approval
 Chancellor's Office Approval

Budget & Finance Date



International Affairs
San Diego State University
5500 Campanile Dr.
San Diego, CA 92182
619-594-5067

MEMORANDUM

DATE: February 22, 2022
TO: Mary Anne Kromiekt
Associate Vice President for Academic Affairs- Financial Operations
FROM: Noah Hansen
Director & Resource Manager, International Affairs
RE: Summer 2022 Faculty-led Global Seminar Accommodation Fees

Attached are the student accommodation fees for (1) separate SDSU-Imperial Valley Faculty-led Global Seminar Program:

"ENG 499: Writing in Ireland"

The continuation of this course is essential given the number of students needing an international experience for graduation, or students wanting to study abroad to supplement their experience at SDSU. Given COVID-19, there are fewer study abroad program options. These fees are within previous guidelines.



SAN DIEGO STATE UNIVERSITY

Request to Establish or Revise a Student Fee

Contact extension 4-4578 for assistance with completion of form. Send completed form electronically to Budget & Finance. budget@mail.sdsu.edu

Purpose or Name of Student Fee:

Global Seminar ENGL 499: Writing in Ireland

STATEMENT OF REVENUES & EXPENDITURES

Please provide one year of current revenues and expenditures (if applicable) and two years of projected revenues and expenditures

	ACTUAL	Projected YEAR ONE	Projected YEAR TWO
Fiscal/Calendar Year	2022/2023	2023/2024	2024/2025
Number of Students Paying Fee:	20	20	20
Fee Amount:	3,675.00	3,675.00	3,675.00
Revenues	73,500.00	73,500.00	73,500.00
TOTAL REVENUES:	\$ 73,500.00	\$ 73,500.00	\$ 73,500.00
Faculty Salary & Benefits			
Staff/Management Salary & Benefits			
Student Salary & Benefits			
Supplies			
Services			
Equipment			
Other/rnal program provider			
Other			
Other			
Other			
Other			
TOTAL EXPENSES:	\$ -	\$ -	\$ -

Additional Information:

Additional documentation is attached
 (attached additional documentation as necessary to justify proposed fee)

Travel Accommodation Budget-Ireland Summer 2022	
College	Imperial Valley
Department	English
Course(s) offered	ENGL 499: Writing in Ireland
Submitted by	Willaine Cabal Carr
Phone number/Email	619-594-2605/wcabal@sdsu.edu
Destination	Ireland
Program Provider	ISA/Worldstrides
Date of departure	Date of Departure: June 28; Program start date: June 29
Date of return	July 26
Number of days abroad incl. travel days	27
Semester of travel	Summer
Projected number of matriculated students	16
Cost per student	
Paid to service provider	
Student housing and meals	\$1,935.00
Group activities [1]	\$795.00
Administrative overhead fee [2]	\$500.00
In-country coordination [2]	\$75.00
In-country transportation	\$370.00
Total	\$3,675.00
Travel Insurance [3]	\$60.00
Total cost per student	\$ 3,735.00
Reservation Deposit [4]	\$0.00
Date deposit is due to provider	
<p>Footnotes to appear in schedule (course enrollment, contact, dates): <i>Title: ENGL 499: Writing in Ireland</i> Footnotes: <i>Course fee payment of \$3,675 will be due in two payments (billed April 5th and May 5th). *Payment is due 20 days from bill date. **Tuition payment follows standard timeline for SDSU Summer Session. The course fee is in addition to tuition. Students must attend a mandatory, pre-departure meeting: Date TBD International field experience: June 29-July 26. Students depart the U.S. on June 28, 2022. All students required to possess valid passport and adhere to SDSU's COVID-19 vaccination policy. Course requires purchase of SDSU's international insurance for \$60. For more details, see Aztecs Abroad program brochure.</i></p>	
<p>[1] May include museum passes, fees for travel and excursions which are part of the class requirement. [2] Charge by agency to set-up required arrangements in host country. [3] Verified by <sdsuriskmanagement@mail.sdsu.edu> [4] May be required to secure placement for the trip. AVPAA -1 4/22/2015</p>	



**SAN DIEGO STATE
UNIVERSITY**
International Affairs

International Affairs
San Diego State University
5500 Campanile Dr.
San Diego, CA 92182
619-594-5067

MEMORANDUM

DATE: February 22, 2022

TO: Mary Anne Kremicki
Associate Vice President for Academic Affairs- Financial Operations

FROM: Noah Hansen
Director & Resource Manager, International Affairs

RE: Summer 2022 Faculty-led Global Seminar Accommodation Fees

Attached are the student accommodation fees for (1) separate PSFA Faculty-led Global Seminar Program:

"World Theatre: Performance Traditions in Greece"

The continuation of this course is essential given the number of students needing an international experience for graduation, or students wanting to study abroad to supplement their experience at SDSU. Given COVID-19, there are fewer study abroad program options. These fees are within previous guidelines.



SAN DIEGO STATE UNIVERSITY

Request to Establish or Revise a Student Fee

Contact extension 4-4578 for assistance with completion of form. Send completed form electronically to Budget & Finance. budget@mail.sdsu.edu

Purpose or Name of Student Fee: **Global Seminar PSFA: World Theatre in Greece**

STATEMENT OF REVENUES & EXPENDITURES

Please provide one year of current revenues and expenditures (if applicable) and two years of projected revenues and expenditures

	ACTUAL:	Projected YEAR ONE	Projected YEAR TWO
Fiscal/Calendar Year	20 22/20 23	2023/2024	20 24/2025
Number of Students Paying Fee:	12	12	12
Fee Amount:	3,580.00	3,580.00	3,580.00
Revenues	42,960.00	42,960.00	42,960.00
TOTAL REVENUES:	\$ 42,960.00	\$ 42,960.00	\$ 42,960.00

Faculty Salary & Benefits			
Staff/Management Salary & Benefits			
Student Salary & Benefits			
Supplies			
Services			
Equipment			
Other (non program provider)			
Other			
Other			
Other			
Other			
TOTAL EXPENSES:	\$ -	\$ -	\$ -

Additional Information:

Program can accommodate up to 16 students.

Additional documentation is attached
 (attached additional documentation as necessary to justify proposed fee)

Travel Accommodation Budget - GREECE, Summer 2022	
College	PSFA
Department	Theatre
Course(s) offered	THEA 499
Submitted by	Jessica Romero
Phone number/Email	jbaham@sdsu.edu
Destination	Greece
Program Provider	Hvdrama
Date of departure	from US June 19, 2022 Program Start June 20, 2022
Date of return	July 11, 2022
Number of days abroad incl. travel days	23
Semester of travel	Summer 2022
Projected number of matriculated students	12
Cost per student	
Paid to service provider	
Student housing and meals	\$2,140.00
Group activities [1]	\$650.00
Administrative overhead fee [2]	\$0.00
In-country coordination [2]	\$0.00
In-country transportation	\$790.00
Total	\$3,580.00
Travel Insurance [3]	\$50.00
Total cost per student	\$ 3,630.00
Reservation Deposit [4]	\$0.00
Date deposit is due to provider	Payment due in full on June 1, 2022
<p>Footnotes to appear in schedule (course enrollment, contact, dates):</p> <p><i>Title:</i></p> <p><i>Footnotes:</i></p> <p><i>Course fee payment of \$3,580 will be due in two payments [billed April 5th and May 5th]. *Payment is due 20 days from bill date.</i></p> <p><i>**Tuition payment follows standard timeline for SDSU Summer Session The course fee is in addition to tuition.</i></p> <p><i>Students must attend a mandatory pre-departure meeting: Date TBD</i></p> <p><i>International field experience: June 20 - July 11, 2022. Students depart the U.S. on June 19, 2022.</i></p> <p><i>All students required to possess valid passport and adhere to SDSU's COVID policies. Course requires purchase of SDSU's international insurance for \$50.</i></p> <p><i>For more details, see program brochure website.</i></p>	
<p>[1] May include museum passes, fees for travel and excursions which are part of the class requirement.</p> <p>[2] Charge by agency to set-up required arrangements in host country.</p> <p>[3] Verified by <sdsuriskmanagement@mail.sdsu.edu></p> <p>[4] May be required to secure placement for the trip.</p>	
AVPAA -1 4/22/2015	



International Affairs
San Diego State University
5500 Campanile Dr.
San Diego, CA 92182
619-594-5067

MEMORANDUM

DATE: February 22, 2022
TO: Mary Anne Kremickl
Associate Vice President for Academic Affairs- Financial Operations
FROM: Noah Hansen
Director & Resource Manager, International Affairs
RE: Summer 2022 Faculty-led Global Seminar Accommodation Fees

Attached are the student accommodation fees for (1) separate College of Arts & Letters Faculty-led Global Seminar Program:

"Florence Summer Program"

The continuation of this course is essential given the number of students needing an international experience for graduation, or students wanting to study abroad to supplement their experience at SDSU. Given COVID-19, there are fewer study abroad program options. These fees are within previous guidelines.



SAN DIEGO STATE UNIVERSITY

Request to Establish or Revise a Student Fee

Contact extension 4-4578 for assistance with completion of form. Send completed form electronically to Budget & Finance. budget@mail.sdsu.edu

Purpose or Name of Student Fee: Global Seminar: Florence Summer Program, summer 2022

STATEMENT OF REVENUES & EXPENDITURES

Please provide one year of current revenues and expenditures (if applicable) and two years of projected revenues and expenditures

	ACTUAL	Projected YEAR ONE	Projected YEAR TWO
Fiscal/Calendar Year	2022/2023	2023/2024	2024/2025
Number of Students Paying Fee:	20	20	20
Fee Amount:	3,875.00	3,875.00	3,875.00
Revenues	77,500.00	77,500.00	77,500.00
TOTAL REVENUES:	\$ 77,500.00	\$ 77,500.00	\$ 77,500.00
Faculty Salary & Benefits			
Staff/Management Salary & Benefits			
Student Salary & Benefits			
Supplies			
Services			
Equipment			
Other (non program provider)			
Other			
Other			
Other			
Other			
TOTAL EXPENSES:	\$ -	\$ -	\$ -

Additional Information:

Additional students could be accommodated. 20 is the minimum enrollment.

Additional documentation is attached
 (attached additional documentation as necessary to justify proposed fee)

Travel/Accommodation Budget- ITALY Summer 2022	
College	CAL
Department	Anthropology and History
Course(s) offered	ANTH348/HIST500 & GENS450/HIST506
Submitted by	Jessica Romero
Phone number/Email	jbaham@sdsu.edu
Destination	Florence, Italy
Program Provider	AIFS
Date of departure	from US May 20th, 2022 Program start May 21, 2022
Date of return	June 30, 2022
Number of days abroad incl. travel days	42
Semester of travel	Summer 2022
Projected number of matriculated students	20
Cost per student	
Paid to service provider	
Student housing and meals	\$2,035.00
Group activities [1]	\$715.00
Administrative overhead fee [2]	\$395.00
In-country coordination [2]	\$480.00
In-country transportation	\$250.00
Total	\$3,875.00
Travel Insurance [3]	\$100.00
Total cost per student	\$ 3,975.00
Reservation Deposit [4]	450 (per student) \$9000 total (for 20 students)
Date deposit is due to provider	March 15, 2022
Footnotes to appear in schedule (course enrollment, contact, dates): Title: Footnotes: <i>Course fee payment of \$3875 will be due in two payments [billed April 5th and May 5th]. *Payment is due 20 days from bill date.</i> <i>**Tuition payment follows standard timeline for SDSU Summer Session The course fee is in addition to tuition.</i> <i>Students must attend a mandatory pre-departure meetings: Date TBD</i> <i>International field experience: May 21 - June 30, 2022. Students depart the U.S. on May 20, 2022.</i> <i>All students required to possess valid passport.</i> <i>Course requires purchase of SDSU's international insurance for \$100.</i> <i>For more details, see program brochure website.</i>	
[1] May include museum passes, fees for travel and excursions which are part of the class requirement. [2] Charge by agency to set-up required arrangements in host country. [3] Verified by <sdsuriskmanagement@mail.sdsu.edu> [4] May be required to secure placement for the trip.	
AVPAA -1 4/22/2015	



SAN DIEGO STATE UNIVERSITY

Request to Establish or Revise Student Fee

Contact extension 4-4578 for assistance with completion of form. Send completed form electronically to Budget & Finance.

budget@mail.sdsu.edu

Required Fields
 Budget & Finance Use Only

21-014

Name of Requestor: Request Number:
 Organization/Department Name:
 Requestor's Email:
 Requestor's Phone Number:

Purpose or Name of Student Fee:

Revision to an Existing Student Fee Proposed Revised Fee Amount:

Establish a New Student Fee Proposed New Fee Amount:

Effective Date:

JUSTIFICATION for new fee or to revise existing fee:

This program draws students not only from CAL, but from all across the university to help satisfy the GVAR. It is an important offering of the summer 2022 catalogue.

Statement of Revenues & Expenditures is attached (REQUIRED)

Additional documentation is attached
 (attached additional documentation as necessary to justify proposed fee)

Please refer to SDSU Fee Policy & Procedures tab for further information and guidance.

APPROVALS:

Requestor

Date

Provost or Vice President

Date

Dean/Administrator

Date

Budget & Finance Use Only

Fee Category: Category II Category III Category IV Category V
 Action Items: Student Fee Referendum/AIT Consultation President's Approval
 CFAC recommendation CFAC information item
 President's Approval
 Chancellor's Office Approval

Budget & Finance

Date



International Affairs
San Diego State University
5500 Campanile Dr.
San Diego, CA 92182
619-594-5067

MEMORANDUM

DATE: February 22, 2022
TO: Mary Anne Kramlcki
Associate Vice President for Academic Affairs- Financial Operations
FROM: Noah Hansen
Director & Resource Manager, International Affairs
RE: Summer 2022 Faculty-led Global Seminar Accommodation Fees

Attached are the student accommodation fees for (1) separate College of Arts & Letters Faculty-led Global Seminar Program:

"History, Culture & Writing in Ireland"

The continuation of this course is essential given the number of students needing an international experience for graduation, or students wanting to study abroad to supplement their experience at SDSU. Given COVID-19, there are fewer study abroad program options. These fees are within previous guidelines.



SAN DIEGO STATE UNIVERSITY

Request to Establish or Revise a Student Fee

Contact extension 4-4578 for assistance with completion of form. Send completed form electronically to Budget & Finance. budget@mail.sdsu.edu

Purpose or Name of Student Fee: **Program Fee for Global Seminar "History, Culture & Writing in Ireland"**

STATEMENT OF REVENUES & EXPENDITURES

Please provide one year of current revenues and expenditures (if applicable) and two years of projected revenues and expenditures

	ACTUAL	Projected YEAR ONE	Projected YEAR TWO
Fiscal/Calendar Year	2022/2023	2023/2024	2024/2025
Number of Students Paying Fee:	25	25	25
Fee Amount:	3,445.00	3,445.00	3,445.00
Revenues	86,125.00	86,125.00	86,125.00
TOTAL REVENUES:	\$ 86,125.00	\$ 86,125.00	\$ 86,125.00

Faculty Salary & Benefits			
Staff/Management Salary & Benefits			
Student Salary & Benefits			
Supplies			
Services			
Equipment			
Other (non program provider)			
Other			
Other			
Other			
Other			
TOTAL EXPENSES:	\$ -	\$ -	\$ -

Additional Information:

Additional documentation is attached
 (attached additional documentation as necessary to justify proposed fee)

Travel/Accommodation Budget - (IRELAND), Summer 2022	
College	CAL
Department	Writing and Rhetoric Studies
Course(s) offered	RWS 305 / GEN S 450
Submitted by	Jessica Romero
Phone number/Email	jbaham@sdsu.edu
Destination	Ireland
Program Provider	AIFS
Date of departure	Departure from US 5/18/2022 Program Start 5/19/2022
Date of return	6/8/2022
Number of days abroad incl. travel days	22
Semester of travel	Summer 2022
Projected number of matriculated students	15
Cost per student	
Paid to service provider	
Student housing and meals	
Group activities [1]	
Administrative overhead fee [2]	
In-country coordination [2]	
In-country transportation	
Total	\$3,445.00
Travel Insurance [3]	\$50.00
Total cost per student	\$ 3,495.00
Reservation Deposit [4]	\$450 per student (\$6,750 total)
Date deposit is due to provider	3/18/2022
<p>Footnotes to appear in schedule (course enrollment, contact, dates): Title: Footnotes: <i>Course fee payment of \$3,445 will be due in two payments [billed April 5th and May 5th]. *Payment is due 20 days from bill date.</i> <i>**Tuition payment follows standard timeline for SDSU Summer Session The course fee is in addition to tuition.</i> <i>Students must attend a mandatory, pre-departure meeting: Date TBD</i> <i>International field experience: May 19, 2022 - June 8, 2022 . Students depart the U.S. on May 18, 2022.</i> <i>All students required to possess valid passport.</i> <i>Course requires purchase of SDSU's international insurance for \$50.</i> <i>For more details, see program brochure website.</i></p>	
<p>[1] May include museum passes, fees for travel and excursions which are part of the class requirement. [2] Charge by agency to set-up required arrangements in host country. [3] Verified by <sdsuriskmanagement@mail.sdsu.edu> [4] May be required to secure placement for the trip.</p>	
<p>AVPAA -1 4/22/2015</p>	



SAN DIEGO STATE UNIVERSITY

Request to Establish or Revise Student Fee

Contact extension 4-4578 for assistance with completion of form. Send completed form electronically to Budget & Finance.

budnet@mail.sdsu.edu

Required Fields
 Budget & Finance Use Only

Name of Requestor:
 Organization/Department Name:
 Requestor's Email:
 Requestor's Phone Number:

Request Number:

Purpose or Name of Student Fee:

Revision to an Existing Student Fee Proposed Revised Fee Amount:

Establish a New Student Fee Proposed New Fee Amount:

Effective Date:

JUSTIFICATION for new fee or to revise existing fee:

SDSU International Affairs is offering BA 405: International Business Strategy & Integration as a Summer 2022 Global Seminar in Berlin, Germany, to supplement SDSU Summer 2022 session offerings. This opportunity will also allow Fowler students to participate in a faculty-led international travel experience that has not been offered in two years due to COVID-19.

Statement of Revenues & Expenditures is attached (REQUIRED)

Additional documentation is attached
 (attached additional documentation as necessary to justify proposed fee)

Please refer to SDSU Fee Policy & Procedures tab for further information and guidance.

APPROVALS:

Requestor

Date

Provost or Vice President

Date

Dean/Administrator

Date

Budget & Finance Use Only

Fee Category: Category II Category III Category IV Category V
 Action Items: Student Fee Referendum/Alt. Consultation President's Approval
 CFAC recommendation CFAC Information Item
 President's Approval
 Chancellor's Office Approval

Budget & Finance

Date



International Affairs
San Diego State University
5500 Campanile Dr.
San Diego, CA 92182
619-594-5067

MEMORANDUM

DATE: February 22, 2022

TO: Mary Anne Kremicki
Associate Vice President for Academic Affairs- Financial Operations

FROM: Noah Hansen
Director & Resource Manager, International Affairs

RE: Summer 2022 Faculty-led Global Seminar Accommodation Fees

Attached are the student accommodation fees for (1) separate Fowler College of Business Faculty-led Global Seminar Program:

"BA 405: International Business Strategy & Integration"

The continuation of this course is essential given the number of students needing an international experience for graduation, or students wanting to study abroad to supplement their experience at SDSU. Given COVID-19, there are fewer study abroad program options. These fees are within previous guidelines.



SAN DIEGO STATE UNIVERSITY

Request to Establish or Revise a Student Fee

Contact extension 4-4578 for assistance with completion of form. Send completed form electronically to Budget & Finance. budoel@mail.sdsu.edu

Purpose or Name of Student Fee: **Global Seminar BA 405: International Business Strategy & Integration**

STATEMENT OF REVENUES & EXPENDITURES

Please provide one year of current revenues and expenditures (if applicable) and two years of projected revenues and expenditures

	ACTUAL	Projected YEAR ONE	Projected YEAR TWO
Fiscal/Calendar Year	2022/ 2023	2023 /2024	2024/202 5
Number of Students Paying Fee:	25	25	25
Fee Amount:	2 74 500	2 74 500	2,745.00
Revenues	68,625.00	68,625.00	68,625.00
TOTAL REVENUES:	\$ 68,625.00	\$ 68,625.00	\$ 68,625.00

Faculty Salary & Benefits			
Staff/Management Salary & Benefits			
Student Salary & Benefits			
Supplies			
Services			
Equipment			
Other rnal program provider			
Other			
Other			
Other			
Other			
TOTAL EXPENSES:	\$ -	\$ -	\$ -

Additional Information:

Additional documentation is attached
 (attached additional documentation as necessary to justify proposed fee)

Travel/Accommodation Budget - Germany, Summer 2022	
College	Fowler College of Business
Department	
Course(s) offered	BA 405: International Business Strategy & Integration
Submitted by	Willaine Cabal Carr
Phone number/Email	619-594-2605/ wcabal@sdsu.edu
Destination	Berlin, Germany
Program Provider	ISA Worldstrides
Date of departure	Departure date: June 16, 2022; Program start date: June 17, 2022
Date of return	July 2, 2022
Number of days abroad incl. travel days	17
Semester of travel	Summer 2022
Projected number of matriculated students	10
Cost per student	
Paid to service provider	
Student housing and meals	\$890.00
Group activities [1]	\$1,132.00
Administrative overhead fee [2]	\$500.00
In-country coordination [2]	\$45.00
In-country transportation	\$173.00
Total	\$2,745.00
Travel Insurance [3]	\$50.00
Total cost per student	\$ 2,795.00
Reservation Deposit [4]	\$0.00
Date deposit is due to provider	
<p>Footnotes to appear in schedule (course enrollment, contact, dates): Title: BA 405: International Business Strategy & Integration Footnotes: Course fee payment of \$2,745 will be due in two payments [billed April 5th and May 5th]. *Payment is due 20 days from bill date. **Tuition payment follows standard timeline for SDSU Summer Session. The course fee is in addition to tuition. This course involves a rigorous online curriculum that MUST be completed prior to travel. The online course begins on May 24. Please consider if you have the academic bandwidth to complete the pre-travel online curriculum before applying. Students must attend a mandatory, pre-departure meeting: Date TBD International field experience: June 17, 2022 - July 2, 2022. Students depart the U.S. on June 16, 2022. All students required to possess valid passport and adhere to SDSU's COVID-19 vaccination policy. Course requires purchase of SDSU's international insurance for \$50. For more details, see the <u>Aztecs Abroad program brochure</u>.</p>	
<p>[1] May include museum passes, fees for travel and excursions which are part of the class requirement. [2] Charge by agency to set-up required arrangements in host country. [3] Verified by <sdzuriskmanagement@mail.sdsu.edu> [4] May be required to secure placement for the trip. AVPAA -1 4/22/2015</p>	



International Affairs
San Diego State University
5500 Campanile Dr.
San Diego, CA 92182
619-594-5067

MEMORANDUM

DATE: February 22, 2022
TO: Mary Anne Kremicki
Associate Vice President for Academic Affairs- Financial Operations
FROM: Noah Hansen
Director & Resource Manager, International Affairs
RE: Summer 2022 Faculty-led Global Seminar Accommodation Fees

Attached are the student accommodation fees for (1) separate College of Arts & Letters Faculty-led Global Seminar Program:

“Culture, Art and Society in Merida”

The continuation of this course is essential given the number of students needing an international experience for graduation, or students wanting to study abroad to supplement their experience at SDSU. Given COVID-19, there are fewer study abroad program options. These fees are within previous guidelines.



SAN DIEGO STATE UNIVERSITY

Request to Establish or Revise a Student Fee

Contact extension 4-4578 for assistance with completion of form. Send completed form electronically to Budget & Finance. budget@mail.sdsu.edu

Purpose or Name of Student Fee:

Course Fee for Global Seminar "Culture, Art and Society in Merida"

STATEMENT OF REVENUES & EXPENDITURES

Please provide one year of current revenues and expenditures (if applicable) and two years of projected revenues and expenditures

1	ACTUAL	Projected YEAR ONE	Projected YEAR TWO
	2022/2023	2023/2024	2024/2025
Fiscal/Calendar Year	2022/2023	2023/2024	2024/2025
Number of Students Paying Fee:	20	20	20
Fee Amount:	2,185.00	2,185.00	2,185.00
Revenues	43,700.00	43,700.00	43,700.00
TOTAL REVENUES:	\$ 43,700.00	\$ 43,700.00	\$ 43,700.00
Faculty Salary & Benefits			
Staff/Management Salary & Benefits			
Student Salary & Benefits			
Supplies			
Services			
Equipment			
Other rnal program provider			
Other			
Other			
Other			
Other			
TOTAL EXPENSES:	\$ -	\$ -	\$ -

Additional Information:

Additional documentation is attached
 (attached additional documentation as necessary to justify proposed fee)

Travel Accommodation Budget-Mexico, Summer 2022	
College	College of Arts and Letters
Department	Spanish
Course(s) offered	SPAN 302/ 342/ 499
Submitted by	Jessica Romero (Baham)
Phone number/Email	619-594-5067/ jbaham@sdsu.edu
Destination	Merida, Mexico
Program Provider	AIFS Study Abroad
Date of departure	Departure Date: July 5, 2022; Program Start date: July 5, 2022
Date of return	August 6, 2022
Number of days abroad incl. travel days	33 days
Semester of travel	Summer 2022
Projected number of matriculated student	15
Cost per student	
Paid to service provider	
Student housing and meals	\$1,215.00
Group activities [1]	\$380.00
Administrative overhead fee [2]	\$100.00
In-country coordination [2]	
In-country transportation	\$490.00
Total	\$2,185.00
Travel Insurance [3]	\$50.00
Total cost per student	\$ 2,235.00
Reservation Deposit [4]	
Date deposit is due to provider	
<p>Footnotes to appear in schedule (course enrollment, contact, dates): Title: SPAN 302/342/499: Culture, Art & Society in Merida Footnotes: Course fee payment of \$1,093 will be due in two payments [billed April 5th and May 5th]. *Payment is due 20 days from bill date. **Tuition payment follows standard timeline for SDSU Summer Session The course fee is in addition to tuition. Students must attend a mandatory, pre-departure meeting: Date TBD International field experience: July 5- August 6, 2022 . Students depart the U.S. on July 5, 2022. All students required to possess valid passport and adhere to SDSU's COVID-19 vaccination policy. Course requires purchase of SDSU's international insurance for \$50. For more details, see the AIFS Study Abroad program brochure.</p>	
<p>[1] May include museum passes, fees for travel and excursions which are part of the class requirement. [2] Charge by agency to set-up required arrangements in host country. [3] Verified by <sdsuriskmanagement@mail.sdsu.edu> [4] May be required to secure placement for the trip. AVPAA -1 4/22/2015</p>	



SAN DIEGO STATE UNIVERSITY

Request to Establish or Revise a Student Fee

Contact extension 4-4578 for assistance with completion of form. Send completed form electronically to Budget & Finance. budget@mail.sdsu.edu

Purpose or Name of Student Fee: **Global Seminar BA 360: Operations and Supply Chain Management**

STATEMENT OF REVENUES & EXPENDITURES

Please provide one year of current revenues and expenditures (if applicable) and two years of projected revenues and expenditures

	ACTUAL	Projected YEAR ONE	Projected YEAR TWO
Fiscal/Calendar Year	2022/2023	2023/2024	2024/2025
Number of Students Paying Fee:	25	25	25
Fee Amount:	2,150.00	2,150.00	2,150.00
Revenues	53,750.00	21,500.00	21,500.00
TOTAL REVENUES:	\$ 53,750.00	\$ 21,500.00	\$ 21,500.00
Faculty Salary & Benefits			
Staff/Management Salary & Benefits			
Student Salary & Benefits			
Supplies			
Services			
Equipment			
Other/nal program provider			
Other			
Other			
Other			
Other			
TOTAL EXPENSES:	\$ -	\$ -	\$ -

Additional Information:

Additional documentation is attached
 (attached additional documentation as necessary to justify proposed fee)

Travel/Accommodation Budget-CZECH REPUBLIC, SUMMER 2022	
College	Fowler College of Business
Department	
Course(s) offered	BA 360: Operations and Supply Chain Management in Prague
Submitted by	Willaine Cabal Carr
Phone number/Email	619-594-2605 / wcabal@sdsu.edu
Destination	Prague, Czech Republic
Program Provider	Czech University Of Life Sciences (CULS)
Date of departure	Date of Departure: June 3, 2022; Program start date: June 4, 2022
Date of return	June 25, 2022
Number of days abroad Incl. travel days	23
Semester of travel	Summer 2022
Projected number of matriculated students	10
Cost per student	
Paid to service provider	
Student housing and meals	\$1,190.00
Group activities [1]	\$550.00
Administrative overhead fee [2]	\$410.00
In-country coordination [2]	
In-country transportation	Included In Group Activities
Total	\$2,150.00
Travel Insurance [3]	\$50.00
Total cost per student	\$ 2,200.00
Reservation Deposit [4]	No deposit
Date deposit is due to provider	
<p>Footnotes to appear in schedule (course enrollment, contact, dates): Title: BA 360: Operations and Supply Chain Management in Prague Footnotes: Course fee payment of \$2,150 will be due in two payments (billed April 5th and May 5th). *Payment is due 20 days from bill date. **Tuition payment follows standard timeline for SDSU Summer Session. The course fee is in addition to tuition. This course involves a rigorous online curriculum that MUST be completed prior to travel. The online course begins on May 30. Please consider if you have the academic bandwidth to complete the pre-travel online curriculum before applying. Students must attend a mandatory, pre-departure meeting. Date TBD International field experience: June 4-June 25, 2022. Students depart the U.S. on June 3, 2022. All students required to possess valid passport and adhere to SDSU's COVID-19 vaccination policy. Course requires purchase of SDSU's International Insurance for \$50. For more details, see the <u>Aztecs Abroad program brochure</u>.</p>	
<p>[1] May include museum passes, fees for travel and excursions which are part of the class requirement. [2] Charge by agency to set-up required arrangements in host country. [3] Verified by <sdsuriskmanagement@mail.sdsu.edu> [4] May be required to secure placement for the trip. AVPAA -1 4/22/2015</p>	

