AGENDA
CFAC Meeting

April 2, 2021
12:00 P.M.
https://SDSU.zoom.us/j/89546960042
Meeting ID: 895 4696 0042
+1 646 558 8656
89546960042@zoomcrc.com

1. Review and Approval of February 19, 2021 Meeting Minutes
   (Attachment 1)

2. Informational Items
   a. First Year Experience (Attachment 2)
   b. CAT V – Parking Fines and Forfeitures (Attachment 3)
   c. CAT V – Housing Fees (Attachment 4)
   d. CAT V – Global Campus Immediate Access Fees (Attachment 5)

3. Action Items

4. Requests

5. New Business

6. Public Comment

7. Reminder – Next Meeting Date – Friday, April 16, 2021 at 12:00 P.M. via Zoom
The meeting was called to order at 12:03PM by T'Ante Sims, CFAC Chair.

Review and Approval of November 20, 2020 Meeting Minutes

Mr. Sims asked if there was any discussion or questions regarding the November 20 meeting. Ms. Tamayo motioned to approve. Mr. Holt second. Meeting minutes approved.

Action Items

a. HHS 350 Virtual Summer International Experience Fee

Mr. Sims turned it over to Ms. Williams to discuss this fee. Ms. Williams stated that there is typically an accommodation fee associated with the course HHS 350 which is the international experience. This course meets the international requirement that College of Human and Health Services has for all undergraduates. She continued that because of COVID and travel restrictions, the college’s program provider, World Strides, whom the college has worked with for many years, in conjunction with Julie Dugan, have developed a program that can be done virtually using some of the former program hosts in other countries. This would be a 3-week program that consists of academic and cultural experiences just how the in-person class operated. Ms. Williams stated that this meets the HHS 350 and international requirement for the college. She noted that the other benefit to this is that it is much more affordable than traveling. They would like to run this as a pilot program this year and see how it goes; the college has high hopes for its success and received interest from many students to participate in this program. The cost of the program currently is $14,525 for up to 35 students. Ms. Williams continued that because it is a pilot program, the college would cover most of the costs this year and will evaluate the program and decide if it should be continued in future years. At this time, the college is requesting a $25 course fee for this class and the college will pick up the remaining balance for this. Again, they will reevaluate to see if they want to continue.

Mr. Sims opened it up to any discussion or questions. Mr. Holt requested to set up a meeting between the College of Human and Health Services and Associated Students as they have unused funds that could go toward funding this and possibly opening it up to more students. He noted that A.S. has study abroad scholarships that are not being used and could go towards funding this program. With these funds, it would essentially be free for students. Ms. Williams responded that this would be a discussion with the Dean of the college. She continued stating that there are some donated funds that are being allocated toward this so that the College takes on majority of the costs and having the students pay a smaller fee. Ms. Little asked to clarify that Mr. Holt is stating that A.S. has travel study abroad funding that is going to go unutilized and would like to have a conversation with the College of Human and Health Services about
the possibility of covering the requested $25 essentially making this free to students, so that there are no costs to the students. Mr. Holt confirmed that is correct and added that they can also discuss possibly opening it up to more than 35 students. Ms. Little asked Ms. Williams if that is an available option to open this up to more than 35 students. Ms. Williams stated that they would have to renegotiate with the provider. She added that there is a short window to get this approved as they are trying to offer this in the Summer 2021. Ms. Little asked what the time frame looked as for the University to implement this fee, it would need to go through CFAC first and that the next meeting would be in two weeks. Ms. Williams stated that they should be able to get the answer in two weeks if this can still be implemented in time for Summer. Mr. Holt added that we can meet and get this done in a week. He noted that since A.S. can cover this, then there would be no need to bring this back to CFAC for voting. Ms. Little thanked Mr. Holt for his idea and noted that this plan sounds doable. Mr. Holt asked who he should contact to set up this meeting. Ms. Williams responded that Mr. Holt can reach out directly to her and she will coordinate with the necessary people.

Mr. Holt motioned to move this item to the next CFAC meeting and Mr. Bruno second. This action item will be moved to the next meeting if allowing A.S. to help fund this program is not accepted by the College of Human and Health Services.

**Informational Items**

a. 2019-2020 Annual Campus Fee Report

Mr. Sims turned it over to Ms. Little to present this informational item. Ms. Little introduced that this is a report that is submitted to the Chancellor’s Office annually which provides an update on all fees, Category II through Category V. This report provided both the fee amount and fee revenues generated as well as the balances at the end of the year and the fee amounts into the next year. Ms. Little continued that this report is prepared and submitted annually in August, then it gets reviewed and confirmed that it has been finalized. As per the executive order for CSU policy, EO-1102, we are then required to report this back to CFAC. Ms. Little noted that this was sent out with the agenda earlier this week to give everyone an opportunity to look it over. She added that generally, we do not go through the entirety of the report, we just open it up for any discussion or any questions. She then opened it up for any questions or any discussion. There were no questions. Ms. Little offered that if there are any questions at any point in time, members can either bring them to future CFAC meetings or to reach out to her and she would be more than happy to answer or discuss anything regarding this report.

**Requests**
None

**New Business**
None

**Public Comment**
None

Ms. Sims asked if there were any questions or comments. There were none.

Mr. Sims adjourned the meeting at 12:15 P.M.

**Reminder:** Next meeting is scheduled for Friday, March 5, 2021 at 12:00 P.M. via Zoom
FYE Fee CFAC Meeting Statement (3.19.21)

We would like to share a revision to the FYE Fee for fall 2021. While the summer will be a hybrid model, we are planning for full implementation of the activities associated with the new FYE fee. Therefore, we are moving forward with full implementation of the FYE Fee.

Proposal for FYE Fee
The office of New Student and Parent Programs (NSPP) is a fully self-funded department responsible for providing programs and services to ensure students make a smooth transition into the university. NSPP plans, coordinates, and implements several student programs and services including: New Student Orientation for first-time freshmen and transfer students (both domestic and international), New Student and Family Convocation, Welcome Week (and expanded Aztec Nights programming), and the campus tour program. NSPP is a fully self-funded department and does not receive general fund monies to operate. The revenue from the New Student Programs (NSP) fee provides the funding necessary to support the above listed programs, staff salaries, and general office operations. In addition, Student Life and Leadership and Residential Education Office (REO) and other units with the Division of Student Affairs and Campus Diversity participate in NSPP programs without coverage on existing fee dollars. A proposed increase to the fee would cover the fuller costs of operating NSPP programming (e.g., catering, printing), operations, and salaries in NSPP and other Student Affairs units engaged in NSPP programming. In addition, the program also is being expanded to address recommendations derived from student evaluations that suggested extending orientation to refocus transition and retention through the entire summer and through the first year experience at SDSU. This would provide for the opportunity to provide a follow-up "re-orientation" at the end of the Fall semester - supporting students second semester peer advising, registration, co-curricular and academic support. Beyond this, this year NSPP offered an orientation for Graduate Students in collaboration with the Graduate Student Association. Feedback from this event indicates that graduate students would benefit greatly from an institutionalized graduate student orientation. Request is to continue existing HEPI and have a 2% return to aid (unspent return to aid would revert to SA+CD annually). (Increase to $250 for Summer 2021, $300 for Summer 2022). While the summer will be a hybrid model, we are planning for full implementation of the activities associated with the new FYE fee. Therefore, we are moving forward with full implementation of the FYE Fee.
MEMORANDUM

DATE: February 23, 2021

TO: Adela de la Torre
President

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

SUBJECT: Recommendation for Approval of Category V Parking Fees

Please find attached for your approval the Category V fee request from Business & Financial Affairs on behalf of Parking Operations per Executive Order 1102. This request includes increasing and adding Parking Fines and Forfeiture rates for various violation codes. These increases and new fees allow SDSU to cover more of our costs and are consistent with fee rates charges by other colleges and agencies within San Diego county.

Once you have approved this request, the fees will be reported to the Campus Fee Advisory Committee pursuant to the Executive Order. I approve this recommendation.

Please let me know if you have any questions.

Attachments
Category V Fee Request

February 23, 2021

RECOMMENDATION

Approve Category V Parking Fines & Forfeitures Fees effective July 1, 2021 as provided and in the attached schedule:

Attachment

Approved ___________________________ Date: 3/5/21
Adela de la Torre
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<tr>
<th>Violation Code</th>
<th>Violation</th>
<th>SDSU Current</th>
<th>Proposed</th>
<th>Notes</th>
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<td>NO PERMIT</td>
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<td>USE OF LOST/STOLEN PERMIT</td>
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<td>Consistency with $70 price</td>
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<td>CVC 21113(A)</td>
<td>VIOLATION OF POSTED SIGNS</td>
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<td>CVC 21113(A)</td>
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<td>CVC 21113(A)</td>
<td>HANDICAPPED ZONE - DISABLED PARKING ZONE</td>
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<td>$450.00</td>
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<td>CVC 21113(A)</td>
<td>FIRE HYDRANT / LANE</td>
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<td>NOT FRONT LICENSE PLATE</td>
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<td>CVC 21113(A)</td>
<td>PARKED OVER STALL LINE</td>
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<td>Consistency with $70 price</td>
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<td>CVC 21113(A)</td>
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<td>CVC 21113(A)</td>
<td>REPAIR OF VEHICLE</td>
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<td>Don't Use</td>
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<td>FAILURE TO DISPLAY PERMIT</td>
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<td>BIKE IMPOUND FEE</td>
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<td>INCORRECT PLATE</td>
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<td>PERMIT NOT REGISTERED TO VEHICLE</td>
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<td>SHARED PERMIT</td>
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<td>New &amp; price as altered/stolen as they are cheating</td>
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<td>CVC 21113(A)</td>
<td>BLOCKING/OBSTURING DP STALL</td>
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<td>More defined violation rather than blanket disabled zone</td>
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<td>CVC 21113(A)</td>
<td>PARKED ON DP STALL LINE/CROSS MARK</td>
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<td>More defined violation rather than blanket disabled zone</td>
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<td>CVC 21113(G)</td>
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<td>CVC 22500(B)</td>
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<tr>
<td>CVC 22500(E)</td>
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<td>CVC 22511.1(A)</td>
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<td>CVC 5204(A)</td>
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November 23, 2020

To: Crystal Little, Interim Associate Vice President, Business & Financial Affairs

From: Cynthia Cervantes, Executive Director of Housing Administration

Subject: Proposed 2021-22 Room and Meal Rates

The proposed 2021-22 university housing rates are formally transmitted for review and approval by Agnes Wong Nickerson, Interim Vice President for Business and Financial Affairs and President Adela de la Torre. Attached are the rate sheets for the following:

- 2021-22 Housing and Dining Rates for the single, double and triple room-type in traditional first-year residence halls increased an average of 4.3% from the approved 2020-21 Housing Rates. The Triple room-type rate will continue to be discounted 15% from the Double room-type rate.
- 2021-22 Housing Rates for the apartment and suite-style Single, Double, Triple room-type increased 4% to align with first-year rate increases.
- For 2021-22, SDSU will no longer master lease College West and all of Albert’s College, due to the decreased demand in student housing based on current enrollment projections for fall 2021.
- 2021-22 Dining Rates for the new second-year meal plan will be $3,952 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 previous $140 recreation fee will no longer be billed by housing to students as the fee will be embedded in campus fees. Instead, the Office of Housing Administration will allocate $140 per student to the Residential Education Office budget to support the expanded programming efforts and STAR Centers.
- The lockout fee increases to $35 from $25 with the $10 increase allocated to the Residential Education budget to support expanded programming efforts.
- The initial payment will increase to $500 from $375 beginning with the 21/22 license agreement cycle.

The resulting increased revenue will be primarily utilized to support increased expenses and the repayment of the $36M loan provided to the Office of Housing Administration to meet current and prior year budget deficits as a direct result and impact of COVID-19.

Operating assumptions include:

- Reinstatement of second-year live-on requirement for all incoming non-local freshmen.
- Overall first-year enrollment is projected to increase by 127 students.
- The capture rate of students required to live on-campus is 87%, 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
   Dana Smith, Interim Director, Budget & Finance
Thank you, Samantha. Please note we have postponed the increase of the initial payment until 22/23. The initial payment for 21/22 remains at $375.

Cynthia
### Proposed 2021-22 Housing Rates - Room & Board

**Housing Administration**
**Division of Student and Financial Affairs**
**San Diego State University**

#### Proposed 2021-22 Housing Rates – Room & Board

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<th>Double</th>
<th>Diff</th>
<th>Total / Quad</th>
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<td>6.0%</td>
<td>$13,874</td>
<td>5.5%</td>
<td>$12,934</td>
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<td></td>
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<tr>
<td></td>
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<td>$13,874</td>
<td>5.5%</td>
<td>$12,934</td>
<td>5.1%</td>
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<td><strong>Flex 7 Meal Plan</strong></td>
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<tr>
<td><strong>Rent</strong></td>
<td>$5,856</td>
<td>3.3%</td>
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<td>$5,556</td>
<td>3.3%</td>
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<td></td>
<td>$5,856</td>
<td>3.3%</td>
<td>$5,691</td>
<td>3.7%</td>
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<td>3.3%</td>
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<td></td>
<td>$2,924</td>
<td>3.3%</td>
<td>$2,803</td>
<td>3.7%</td>
<td>$2,700</td>
<td>3.3%</td>
</tr>
</tbody>
</table>

**Note:** Single occupancy contracts must be an option for all rooms. Upper Class occupancy may also opt into any of the Flex 7 meal plans.

**Proposed 2021-22 Room & Board Costs**

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<tr>
<th></th>
<th>Single</th>
<th>Diff</th>
<th>Double</th>
<th>Diff</th>
<th>Total / Quad</th>
<th>Diff</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Rent</strong></td>
<td>$14,844</td>
<td>6.0%</td>
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<tr>
<td><strong>Flex 7 Meal Plan</strong></td>
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<tr>
<td><strong>Rent</strong></td>
<td>$5,856</td>
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<td><strong>Flex 5 Meal Plan</strong></td>
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</tr>
<tr>
<td><strong>Rent</strong></td>
<td>$7,398</td>
<td>7.9%</td>
<td>$6,978</td>
<td>8.6%</td>
<td>$6,568</td>
<td>9.2%</td>
</tr>
</tbody>
</table>

#### Option 2: 2nd Year Meals Plan

<table>
<thead>
<tr>
<th></th>
<th>Single</th>
<th>Diff</th>
<th>Double</th>
<th>Diff</th>
<th>Total / Quad</th>
<th>Diff</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Rent</strong></td>
<td>$9,012</td>
<td>10.0%</td>
<td>$8,587</td>
<td>11.0%</td>
<td>$8,275</td>
<td>11.5%</td>
</tr>
<tr>
<td><strong>Flex 7 Meal Plan</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Rent</strong></td>
<td>$5,856</td>
<td>3.3%</td>
<td>$5,691</td>
<td>3.7%</td>
<td>$5,556</td>
<td>3.3%</td>
</tr>
<tr>
<td><strong>Flex 5 Meal Plan</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Rent</strong></td>
<td>$7,398</td>
<td>7.9%</td>
<td>$6,978</td>
<td>8.6%</td>
<td>$6,568</td>
<td>9.2%</td>
</tr>
</tbody>
</table>

**Note:** Single occupancy contracts must be an option for all rooms. Upper Class occupancy may also opt into any of the Flex 7 meal plans.

**Proposed 2021-22 Room & Board Costs**

<table>
<thead>
<tr>
<th></th>
<th>Single</th>
<th>Diff</th>
<th>Double</th>
<th>Diff</th>
<th>Total / Quad</th>
<th>Diff</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Rent</strong></td>
<td>$14,844</td>
<td>6.0%</td>
<td>$13,874</td>
<td>5.5%</td>
<td>$12,934</td>
<td>5.1%</td>
</tr>
<tr>
<td><strong>Flex 7 Meal Plan</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Rent</strong></td>
<td>$5,856</td>
<td>3.3%</td>
<td>$5,691</td>
<td>3.7%</td>
<td>$5,556</td>
<td>3.3%</td>
</tr>
<tr>
<td><strong>Flex 5 Meal Plan</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Rent</strong></td>
<td>$7,398</td>
<td>7.9%</td>
<td>$6,978</td>
<td>8.6%</td>
<td>$6,568</td>
<td>9.2%</td>
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</tbody>
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**Note:** Single occupancy contracts must be an option for all rooms. Upper Class occupancy may also opt into any of the Flex 7 meal plans.

<table>
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<tr>
<th></th>
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<th>Diff</th>
<th>Double</th>
<th>Diff</th>
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<th>Diff</th>
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</thead>
<tbody>
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<td><strong>Rent</strong></td>
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<td>$8,587</td>
<td>11.0%</td>
<td>$8,275</td>
<td>11.5%</td>
</tr>
<tr>
<td><strong>Flex 7 Meal Plan</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Rent</strong></td>
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</tr>
<tr>
<td><strong>Flex 5 Meal Plan</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Rent</strong></td>
<td>$7,398</td>
<td>7.9%</td>
<td>$6,978</td>
<td>8.6%</td>
<td>$6,568</td>
<td>9.2%</td>
</tr>
</tbody>
</table>

**Note:** Single occupancy contracts must be an option for all rooms. Upper Class occupancy may also opt into any of the Flex 7 meal plans.
San Diego State University
2021-22 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 2021-2022 Academic Year, are amended as follows:

**Residence Halls** — 9-month license agreement
(Cuioncalli (Freshmen Only), Chupultepec, Huaxyacao, Olmeca, SCP (Freshmen Only), Tenochteca, University Towers, Zura)

<table>
<thead>
<tr>
<th></th>
<th>Flex 5</th>
<th>Flex 7</th>
<th>Meals Plus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Triple/Quad</td>
<td>$16,409</td>
<td>$17,057</td>
<td>$17,545</td>
</tr>
<tr>
<td>Double</td>
<td>$18,097</td>
<td>$18,745</td>
<td>$19,233</td>
</tr>
<tr>
<td>Single</td>
<td>$20,017</td>
<td>$20,665</td>
<td>$21,153</td>
</tr>
</tbody>
</table>

*Note: Includes 9-mo Activity Fee ($25), and service fee ($40)

**9-month Tier 1 Apartments** — 9-month license agreement
(South Campus Plaza (Upper division only), Cuioncalli (Upper division only))

<table>
<thead>
<tr>
<th></th>
<th>No Meal Plan</th>
<th>2nd Year Plan</th>
<th>Flex 5</th>
<th>Flex 7</th>
<th>Meals Plus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Triple</td>
<td>$8,497</td>
<td>$12,449</td>
<td>$13,705</td>
<td>$14,353</td>
<td>$14,841</td>
</tr>
<tr>
<td>Double</td>
<td>$9,761</td>
<td>$13,713</td>
<td>$14,969</td>
<td>$15,617</td>
<td>$16,105</td>
</tr>
<tr>
<td>Single</td>
<td>$11,697</td>
<td>$15,649</td>
<td>$16,905</td>
<td>$17,553</td>
<td>$18,041</td>
</tr>
</tbody>
</table>

*Note: Includes Activity Fee ($25), and service fee ($40)

**9-month Tier 2 Apartments** — 9-month license agreement
(Villa Alvarado, Toltec, Huaxyacao, Zacatepec, Tenochteca)

<table>
<thead>
<tr>
<th></th>
<th>No Meal Plan</th>
<th>2nd Year Plan</th>
<th>Flex 5</th>
<th>Flex 7</th>
<th>Meals Plus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Triple</td>
<td>$8,785</td>
<td>$12,737</td>
<td>$13,993</td>
<td>$14,641</td>
<td>$15,129</td>
</tr>
<tr>
<td>Double</td>
<td>$10,089</td>
<td>$14,041</td>
<td>$15,297</td>
<td>$15,945</td>
<td>$16,433</td>
</tr>
<tr>
<td>Single</td>
<td>$12,089</td>
<td>$16,041</td>
<td>$17,297</td>
<td>$17,945</td>
<td>$18,433</td>
</tr>
</tbody>
</table>

*Note: Includes Activity Fee ($25), and service fee ($40)

**9-month Tier 3 Apartments** — 9-month license agreement
(Villa Alvarado-Renovated, Piedras del Sol, Metepec, Mixteca, Zapotec, Aztec Corner, Granada)

<table>
<thead>
<tr>
<th></th>
<th>No Meal Plan</th>
<th>2nd Year Plan</th>
<th>Flex 5</th>
<th>Flex 7</th>
<th>Meals Plus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Triple</td>
<td>$10,017</td>
<td>$13,969</td>
<td>$15,225</td>
<td>$15,873</td>
<td>$16,361</td>
</tr>
<tr>
<td>Double</td>
<td>$11,449</td>
<td>$15,401</td>
<td>$16,657</td>
<td>$17,305</td>
<td>$17,793</td>
</tr>
<tr>
<td>Single</td>
<td>$13,689</td>
<td>$17,641</td>
<td>$18,897</td>
<td>$19,545</td>
<td>$20,033</td>
</tr>
</tbody>
</table>

*Note: Includes Activity Fee ($25), and service fee ($40)
### 11.5-month Tier 1 Apartments* – 11.5-month license agreement
(Piedra del Sol and Villa Alvarado-Renovated, Granada)

<table>
<thead>
<tr>
<th></th>
<th>No Meal Plan</th>
<th>2nd Year Plan</th>
<th>Flex 5</th>
<th>Flex 7</th>
<th>Meals Plus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Triple</td>
<td>$12,005</td>
<td>$15,957</td>
<td>$17,213</td>
<td>$17,861</td>
<td>$18,349</td>
</tr>
<tr>
<td>Double</td>
<td>$13,765</td>
<td>$17,717</td>
<td>$18,973</td>
<td>$19,621</td>
<td>$20,109</td>
</tr>
<tr>
<td>Single</td>
<td>$16,535</td>
<td>$20,487</td>
<td>$21,743</td>
<td>$22,391</td>
<td>$22,879</td>
</tr>
</tbody>
</table>

*Note: Includes Activity Fee ($25), service fee ($40)

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

<table>
<thead>
<tr>
<th></th>
<th>No Meal Plan</th>
<th>2nd Year Plan</th>
<th>Flex 5</th>
<th>Flex 7</th>
<th>Meals Plus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Triple</td>
<td>$12,395</td>
<td>$16,347</td>
<td>$17,603</td>
<td>$18,251</td>
<td>$18,739</td>
</tr>
<tr>
<td>Double</td>
<td>$14,165</td>
<td>$18,117</td>
<td>$19,373</td>
<td>$20,021</td>
<td>$20,509</td>
</tr>
<tr>
<td>Single</td>
<td>$16,935</td>
<td>$20,887</td>
<td>$22,143</td>
<td>$22,791</td>
<td>$23,279</td>
</tr>
</tbody>
</table>

*Note: Includes Activity Fee ($25), service fee ($40)

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

<table>
<thead>
<tr>
<th></th>
<th>No Meal Plan</th>
<th>2nd Year Plan</th>
<th>Flex 5</th>
<th>Flex 7</th>
<th>Meals Plus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Triple</td>
<td>$12,595</td>
<td>$16,547</td>
<td>$17,803</td>
<td>$18,451</td>
<td>$18,939</td>
</tr>
<tr>
<td>Double</td>
<td>$14,445</td>
<td>$18,397</td>
<td>$19,653</td>
<td>$20,301</td>
<td>$20,789</td>
</tr>
<tr>
<td>Single</td>
<td>$17,365</td>
<td>$21,317</td>
<td>$22,573</td>
<td>$23,221</td>
<td>$23,709</td>
</tr>
</tbody>
</table>

*Note: Includes Activity Fee ($25), service fee ($40)

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

APPROVED:

\[3/5/21\]

Agnes Wong Nickerson, Interim Vice President for Business and Financial Affairs

\[3/5/21\]

Adela de la Torre, President
San Diego State University
2021-2022 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 2021-2022 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.

<table>
<thead>
<tr>
<th>South Campus Plaza - North Hall</th>
<th>SDSU Resident or OHA/REO/HFS Staff</th>
<th>SDSU Dept/Student Org</th>
<th>Non-SDSU Org</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>SqFt</td>
<td>Rate per Day (8:30am-4:30pm)</td>
<td>Hourly Rate</td>
</tr>
<tr>
<td>Multipurpose Room*</td>
<td>1,122</td>
<td>No Change</td>
<td>No Change</td>
</tr>
<tr>
<td>Breakout Room</td>
<td>519</td>
<td>No Change</td>
<td>No Change</td>
</tr>
<tr>
<td>Both Rooms</td>
<td>1,641</td>
<td>No Change</td>
<td>No Change</td>
</tr>
<tr>
<td>Technology Room</td>
<td>552</td>
<td>No Change</td>
<td>No Change</td>
</tr>
<tr>
<td>* includes outdoor terrace</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>South Campus Plaza - South Hall</th>
<th>SDSU Resident or OHA/REO/HFS Staff</th>
<th>SDSU Dept/Student Org</th>
<th>Non-SDSU Org</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>SqFt</td>
<td>Rate per Day (8:30am-4:30pm)</td>
<td>Hourly Rate</td>
</tr>
<tr>
<td>Multipurpose Room*</td>
<td>836</td>
<td>No Change</td>
<td>No Change</td>
</tr>
<tr>
<td>Breakout Room</td>
<td>622</td>
<td>No Change</td>
<td>No Change</td>
</tr>
<tr>
<td>Both Rooms</td>
<td>1,458</td>
<td>No Change</td>
<td>No Change</td>
</tr>
<tr>
<td>Technology Room</td>
<td>250</td>
<td>No Change</td>
<td>No Change</td>
</tr>
<tr>
<td>* includes outdoor terrace</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Location</td>
<td>Square Feet</td>
<td>SDSU Resident or OHA/REO/HFS Staff</td>
<td>SDSU Dept/Student Org</td>
</tr>
<tr>
<td>----------------------</td>
<td>-------------</td>
<td>-----------------------------------</td>
<td>-----------------------</td>
</tr>
<tr>
<td></td>
<td>SqFt</td>
<td>Rate per Day (8:30am-4:30pm)</td>
<td>Hourly Rate</td>
</tr>
<tr>
<td>Cuicacalli</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>East Room</td>
<td>1,063</td>
<td>Yes $50.00</td>
<td>Yes $25.00</td>
</tr>
<tr>
<td>Middle Room</td>
<td>1,394</td>
<td>Yes $50.00</td>
<td>Yes $25.00</td>
</tr>
<tr>
<td>West Room</td>
<td>958</td>
<td>Yes $50.00</td>
<td>Yes $25.00</td>
</tr>
<tr>
<td>All Rooms*</td>
<td>3,415</td>
<td>Yes $50.00</td>
<td>Yes $25.00</td>
</tr>
</tbody>
</table>

*includes outdoor patio

| Tula                 |             |                                   |           |                     |                                   |           |                     |                                   |           |                     |
|----------------------|-------------|-----------------------------------|           |                     |                                   |           |                     |                                   |           |                     |
| North Room           | 1,311       | Yes $50.00                        | Yes $25.00 | $50.00               | Yes $50.00                        | Yes $25.00 | $50.00               | Yes $50.00                        | Yes $25.00 | $50.00               |
| Middle Room          | 1,345       | Yes $50.00                        | Yes $25.00 | $50.00               | Yes $50.00                        | Yes $25.00 | $50.00               | Yes $50.00                        | Yes $25.00 | $50.00               |
| South Room           | 1,344       | Yes $50.00                        | Yes $25.00 | $50.00               | Yes $50.00                        | Yes $25.00 | $50.00               | Yes $50.00                        | Yes $25.00 | $50.00               |
| All Rooms*           | 4,000       | Yes $50.00                        | Yes $25.00 | $50.00               | Yes $50.00                        | Yes $25.00 | $50.00               | Yes $50.00                        | Yes $25.00 | $50.00               |

*includes outdoor patio

| University Towers    |             |                                   |           |                     |                                   |           |                     |                                   |           |                     |
|----------------------|-------------|-----------------------------------|           |                     |                                   |           |                     |                                   |           |                     |
| Multipurpose Room    | 2,463       | Yes $50.00                        | Yes $25.00 | $50.00               | Yes $50.00                        | Yes $25.00 | $50.00               | Yes $50.00                        | Yes $25.00 | $50.00               |

<p>| Huaxycac             |             |                                   |           |                     |                                   |           |                     |                                   |           |                     |
|----------------------|-------------|-----------------------------------|           |                     |                                   |           |                     |                                   |           |                     |
| Cho'ula Community Center | 2,706   | Yes $50.00                        | Yes $25.00 | $50.00               | Yes $50.00                        | Yes $25.00 | $50.00               | Yes $50.00                        | Yes $25.00 | $50.00               |</p>
<table>
<thead>
<tr>
<th></th>
<th>SDSU Resident or OHA/REO/HFS Staff</th>
<th>SDSU Dept/Student Org</th>
<th>Non-SDSU Org</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Rate per Day (8:30am-4:30pm)</td>
<td>Hourly Rate</td>
<td>Daily rate</td>
</tr>
<tr>
<td></td>
<td>No Charge</td>
<td>No Charge</td>
<td>No Charge</td>
</tr>
<tr>
<td></td>
<td>$0</td>
<td>$0</td>
<td>$0.26</td>
</tr>
</tbody>
</table>

|                | Rate per Day (8:30am-4:30pm)      | Hourly Rate          | Daily rate   |
|                | $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, Interim Vice President for Business and Financial Affairs

Date: 3/5/21

Adela de la Torre, President

Date: 3/5/21
San Diego State University
2021-2022 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 2021-2022 academic year, are as follows:

<table>
<thead>
<tr>
<th>Fee</th>
<th>Amount</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Abandonment Personal Property Removal</td>
<td>$100</td>
<td>Fee for processing and removal of personal property due to abandonment.</td>
</tr>
<tr>
<td>Abandonment (Storage) Fee</td>
<td>$5</td>
<td>Per day fee for storage of abandoned personal property.</td>
</tr>
<tr>
<td>Bed Height Adjustment Fee</td>
<td>$30</td>
<td>Fee for labor associated with adjusting bed heights when deemed optional.</td>
</tr>
<tr>
<td>Bike Storage Key Replacement/Surfboard Locker Lock Cut-off Fee</td>
<td>$30</td>
<td>Fee for loss of key when using bike/surfboard storage or lock is not removed.</td>
</tr>
<tr>
<td>Conference housing fees</td>
<td>$26.63 - $101</td>
<td>Per person per day fee based on level of service and campus affiliation (linens, towels, cleaning service, etc.)</td>
</tr>
<tr>
<td>Damages</td>
<td>Varies (See attached)</td>
<td>Cost for labor and materials for commonly damaged items.</td>
</tr>
<tr>
<td>Early Arrival Fee</td>
<td>$60</td>
<td>Per night fee</td>
</tr>
<tr>
<td>Field Trip or Event Admission</td>
<td>Per Event</td>
<td>Optional cost of field trip or event admission or materials</td>
</tr>
<tr>
<td>Guest Apartment - Daily Rate - Tepeyac</td>
<td>$68</td>
<td>Daily fee for guest apartment based on approval of the Director.</td>
</tr>
<tr>
<td>Guest Apartment – Monthly Rate - Tepeyac</td>
<td>$2,034</td>
<td>Monthly fee for two-bedroom guest apartment based on approval of the Director.</td>
</tr>
<tr>
<td>Guest Apartment - Daily Rate - Villa Alvarado</td>
<td>$75</td>
<td>Daily fee for two-bedroom guest apartment based on approval of the Director.</td>
</tr>
<tr>
<td>Guest Apartment - Monthly Rate - Villa Alvarado</td>
<td>$2,134</td>
<td>Monthly fee for two-bedroom guest apartment based on approval of the Director.</td>
</tr>
<tr>
<td>Guest Room Fee (Chapultepec)</td>
<td>$50</td>
<td>Per night fee</td>
</tr>
<tr>
<td>Guest Room Fee – South Campus Plaza Double Occupancy</td>
<td>$90</td>
<td>Per night fee double occupancy</td>
</tr>
<tr>
<td>Guest Room Fee – South Campus Plaza Single Occupancy</td>
<td>$80</td>
<td>Per night fee single occupancy</td>
</tr>
<tr>
<td>Guest Apartment Fee – South Campus Plaza One-bedroom</td>
<td>$100</td>
<td>Per night fee</td>
</tr>
<tr>
<td>Guest Apartment Fee – South Campus Plaza Two-bedroom</td>
<td>$150</td>
<td>Per night fee</td>
</tr>
<tr>
<td>Guest Room/Apartment Cancellation Fee</td>
<td>$50-$150</td>
<td>Equivalent to one-night stay</td>
</tr>
<tr>
<td>Health and Safety Cleaning</td>
<td>$60</td>
<td>Minimum charge for spaces cleaned by professional staff.</td>
</tr>
<tr>
<td>Fee Description</td>
<td>Amount</td>
<td>Description</td>
</tr>
<tr>
<td>----------------------------------------------------------</td>
<td>--------</td>
<td>-------------</td>
</tr>
<tr>
<td>Health and Safety Re-Inspection Fee</td>
<td>$25</td>
<td>Fee for spaces that are re-inspected due to failed health and safety inspection</td>
</tr>
<tr>
<td>Holdover Fee</td>
<td>$45</td>
<td>Per hour fee for residents who do not vacate the residence hall by the closing date and time specified in their License Agreement</td>
</tr>
<tr>
<td>Improper Check-out Fee</td>
<td>$40</td>
<td>For any resident who does not check-out with a staff member or use express check-out</td>
</tr>
<tr>
<td>Lock-out Fee</td>
<td>$35</td>
<td>For any resident who is let into their room by staff.</td>
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<tr>
<td>Loft Fee</td>
<td>$100</td>
<td>For annual rental of loft kits and labor associated with lofting beds when deemed optional.</td>
</tr>
<tr>
<td>Meal Plan Cancellation Fee</td>
<td>$25</td>
<td>Cancellation of meal plan</td>
</tr>
<tr>
<td>Overnight Guest Fee</td>
<td>$45</td>
<td>Nightly fee for any non-resident staying in a residence hall other than prescribed number of allowed guest nights</td>
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<tr>
<td>Residence Hall Activity Fee</td>
<td>$12.50</td>
<td>A per semester fee for the Residence Hall Association (fee established by RHA 5 CCR 42023)</td>
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<tr>
<td>Room Change Fee Pre-occupancy</td>
<td>$30</td>
<td>For a completed room change request</td>
</tr>
<tr>
<td>Room Change Fee Post-occupancy</td>
<td>$100</td>
<td>For a completed room change request</td>
</tr>
<tr>
<td>Service Fee</td>
<td>$40</td>
<td>A nonrefundable, academic year, for splitting annual room and board fees into installments</td>
</tr>
<tr>
<td>Utilities Cap Fees</td>
<td>Varies</td>
<td>Pass-through cost of monthly electricity charges above utility cap of $35 per person per month.</td>
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</table>

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

Agnes Wong Nickerson  
Interim Vice President for Business and Financial Affairs  

Adela de la Torre  
President
<table>
<thead>
<tr>
<th>Item</th>
<th>Activity</th>
<th>Charge</th>
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<tbody>
<tr>
<td>Appliance Repairs due to negligence</td>
<td>Repair/Replacement</td>
<td>TBD-Cost</td>
</tr>
<tr>
<td>Bin - trash or recycle</td>
<td>Replacement</td>
<td>$15</td>
</tr>
<tr>
<td>Blanket</td>
<td>Replacement</td>
<td>$28</td>
</tr>
<tr>
<td>Blinds, vertical</td>
<td>Replacement</td>
<td>$175 min</td>
</tr>
<tr>
<td>Bulletin Board</td>
<td>Replacement</td>
<td>$150</td>
</tr>
<tr>
<td>Bulletin Board</td>
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<td>$90</td>
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<tr>
<td>Bunkbeds, Unbunk</td>
<td>Service Fee</td>
<td>$100</td>
</tr>
<tr>
<td>Cabinet</td>
<td>Repair/Replacement</td>
<td>TBD-Cost</td>
</tr>
<tr>
<td>Carpet</td>
<td>Repair/Replacement</td>
<td>TBD-Cost</td>
</tr>
<tr>
<td>Chair, Desk/dining/study room</td>
<td>Replacement</td>
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<tr>
<td>Chair, Seminar rooms</td>
<td>Replacement</td>
<td>TBD-Cost</td>
</tr>
<tr>
<td>Cleaning - rooms &amp; upholstery</td>
<td>Service Fee</td>
<td>$60 min</td>
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<tr>
<td>Couch, Apt./study</td>
<td>Replacement</td>
<td>TBD-Cost</td>
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<tr>
<td>Counter top</td>
<td>Repair/Replacement</td>
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<tr>
<td>Desk</td>
<td>Replacement</td>
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</tr>
<tr>
<td>Dining room table</td>
<td>Replacement</td>
<td>$450</td>
</tr>
<tr>
<td>Dish Washer</td>
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<tr>
<td>Door closer</td>
<td>Replacement</td>
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<tr>
<td>Door frame</td>
<td>Repaint</td>
<td>$68 min</td>
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<tr>
<td>Door lock</td>
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<td>Door, bathroom</td>
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<tr>
<td>Door, Bedroom lockset</td>
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<td>Door, Fire-rated</td>
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<td>Door, Sliding glass</td>
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<tr>
<td>Doors, Sliding closet</td>
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<td>Dresser</td>
<td>Replacement</td>
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<td>Fire equipment - vandalism</td>
<td>Repair/Replacement</td>
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<tr>
<td>Floor tile, each</td>
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<tr>
<td>Furniture</td>
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<tr>
<td>Furniture, rearrangement back to standard configuration</td>
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<td>Garbage disposal</td>
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<td>Glass room number board</td>
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<td>Hall lights</td>
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<tr>
<td>Key, Entry/access card</td>
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<td>Key, Fob</td>
<td>Replacement</td>
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<tr>
<td>Key, Room requires lock core change</td>
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<td>$144 min</td>
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<td>Ladder</td>
<td>Replacement</td>
<td>$84</td>
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<td>Light, Exit</td>
<td>Replacement</td>
<td>$200 min</td>
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<tr>
<td>Light, Floor and Table lamps</td>
<td>Replacement</td>
<td>$200</td>
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<tr>
<td>Light, Lamp shade</td>
<td>Replacement</td>
<td>$50</td>
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<tr>
<td>Light, Overhead - (Bedroom)</td>
<td>Replacement</td>
<td>$97 min</td>
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<tr>
<td>Light, Overhead - lens only</td>
<td>Replacement</td>
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<tr>
<td>Loft Kit</td>
<td>Replacement</td>
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<tr>
<td>Lounge furniture - removal from room, per piece</td>
<td>Service Fee</td>
<td>$30 min</td>
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<tr>
<td>Lounge/Public Space Furniture</td>
<td>Replacement</td>
<td>TBD-Cost</td>
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</table>

"Min" indicates a typical minimum amount. Additional fees may be incurred pending the specifics of the particular damage.
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<thead>
<tr>
<th>Item Description</th>
<th>Action</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Loveseat, study/RA</td>
<td>Replacement</td>
<td>$750</td>
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<tr>
<td>Mattress</td>
<td>Replacement</td>
<td>$192</td>
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<tr>
<td>Mattress Cover (Zippered)</td>
<td>Repair</td>
<td>$50</td>
</tr>
<tr>
<td>Microwave - large Burns (1 or more deep, microwave is replaced)</td>
<td>Replacement</td>
<td>$500</td>
</tr>
<tr>
<td>Microwave - complete</td>
<td>Replacement</td>
<td>$435</td>
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<tr>
<td>Microwave - complete - All halls (except Zura)</td>
<td>Replacement</td>
<td>$500</td>
</tr>
<tr>
<td>Microwave - complete - Zura</td>
<td>Replacement</td>
<td>$700</td>
</tr>
<tr>
<td>Microwave - glass tray</td>
<td>Replacement</td>
<td>$30</td>
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<tr>
<td>Mirror</td>
<td>Replacement</td>
<td>$30</td>
</tr>
<tr>
<td>Paper towel dispenser</td>
<td>Replacement</td>
<td>$150</td>
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<tr>
<td>Pedestal, 2-drawer</td>
<td>Replacement</td>
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<tr>
<td>Peephole</td>
<td>Replacement</td>
<td>$75</td>
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<td>Pillow</td>
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<td>Pillow cover</td>
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<td>Refrigerator, complete</td>
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<td>Refrigerator, drawer/rack (misc. parts)</td>
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<tr>
<td>Safety Rail</td>
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<tr>
<td>Screen, missing or ruined</td>
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<tr>
<td>Screen, missing or ruined (first floor)</td>
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<td>Security bar</td>
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<tr>
<td>Shower curtain</td>
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<tr>
<td>Sign, bathroom</td>
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<tr>
<td>Sign, Door (bedroom)</td>
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<tr>
<td>Sign, evacuation</td>
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<tr>
<td>Sign, stairwell</td>
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<tr>
<td>Smoke detector (vandalism) + labor</td>
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<tr>
<td>Soap Dispenser</td>
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<tr>
<td>Stickers on windows, mirrors, walls, furniture</td>
<td>Service Fee</td>
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<tr>
<td>Stove - complete</td>
<td>Replacement</td>
<td>$700</td>
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<tr>
<td>Stove, drip pan (each)</td>
<td>Replacement</td>
<td>$10</td>
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<tr>
<td>Switch or outlet plate</td>
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<tr>
<td>Table, coffee</td>
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<tr>
<td>Table, end - apt./study</td>
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<tr>
<td>Table, end - study/suite/apt.</td>
<td>Replacement</td>
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<tr>
<td>Table, Seminar rooms</td>
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<td>TBD-Cost</td>
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<tr>
<td>Table, study</td>
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<tr>
<td>Tamper detector loop</td>
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<td>Thermostat</td>
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<td>Toilet - complete</td>
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<tr>
<td>Toilet paper dispenser</td>
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<tr>
<td>Toilet seat cover dispenser</td>
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<tr>
<td>Towel hooks</td>
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<tr>
<td>Upholstered overstuffed 1-seat chair</td>
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<tr>
<td>Vacuum</td>
<td>Replacement</td>
<td>$175</td>
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<tr>
<td>Wall - holes &amp; damages</td>
<td>Repair</td>
<td>$50</td>
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</tbody>
</table>

"Min" indicates a typical minimum amount. Additional fees may be incurred pending the specifics of the particular damage.
<table>
<thead>
<tr>
<th>Item</th>
<th>Action</th>
<th>Cost</th>
<th>Min</th>
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</thead>
<tbody>
<tr>
<td>Walls</td>
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<td>$85</td>
<td>min</td>
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<td>Wardrobe, missing or ruined</td>
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<td>Washer/Dryer</td>
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<tr>
<td>Window - complete</td>
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<td>TBD-Cost</td>
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<tr>
<td>Window treatment - mechoshade</td>
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<tr>
<td>Window Treatment - miniblinds in bedroom</td>
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<td>$100</td>
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</table>

"Min" indicates a typical minimum amount. Additional fees may be incurred pending the specifics of the particular damage.
## 2020-21 Housing Cost Comparison between CSU and UC (where meal plan is required - Smallest or closest to the Mini Meal plan is used)

<table>
<thead>
<tr>
<th>Rank</th>
<th>Residence Hall Double</th>
<th>Amount</th>
<th>Rank</th>
<th>Residence Hall Single</th>
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<td>28</td>
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</table>

<table>
<thead>
<tr>
<th>Rank</th>
<th>Apartment Double</th>
<th>Amount</th>
<th>Rank</th>
<th>Apartment Single</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>UC San Diego</td>
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<td>UC San Diego</td>
<td>$17,275</td>
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MEMORANDUM

DATE: February 16, 2021

TO: Adela de la Torre
   President

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

SUBJECT: Recommendation for Approval of Category V Fee for Global Campus
   Course Material Immediate Access Program

Please find attached for your approval the Category V fee request from Academic
   Affairs on behalf of Global Campus per Executive Order 1102. This request is to
   establish a fee range of up to $150 (per course) for Global Campus courses
   participating in the Course Material Immediate Access Program. Students may remain
   in the program or opt-out by the semester add/drop deadline. This expands the existing
   campus Course Material Immediate Access program to include Global Campus
   programs.

Please let me know if you have any questions.

Attachments
Category V Fee Request

February 16, 2021

RECOMMENDATION

Approve Category V Global Campus Course Materials Immediate Access Fee range effective Winter 2021 as follows:

<table>
<thead>
<tr>
<th>Category V Fee</th>
<th>Fee Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Global Campus Course Material Immediate Access Fee</td>
<td>Up to $150 per course</td>
</tr>
</tbody>
</table>

Approved  

Date: 3/5/21

Adela de la Torre
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@sdstate.edu

Name of Requestor: Joe Wolfman  
Organization/Department Name: Global Campus  
Requestor's Email: jwolfman@sdsu.edu  
Requestor's Phone Number:  

Purpose or Name of Student Fee: Global Campus Course Materials Immediate Access Fee

- Revision to an Existing Student Fee  
- Establish a New Student Fee

Proposed Revised Fee Amount:  
Proposed New Fee Amount: Range up to $150  
Effective Date: Winter 2021

JUSTIFICATION for new fee or to revise existing fee:

SDSU piloted the Course Materials Immediate Access program in Spring 2017 which provides students with access to digital course materials on or before the first day of classes. The program allows students to remain in the program or opt-out by the deadline (currently aligned with the add/drop deadline). Students opting out of the program will not be charged for the materials. Students remaining in the program will be charged.

Students will save up to 20% compared to the regular digital price and up to 60% compared to the print price. The campus program has been well received by students and has expanded significantly since its pilot program. Global Campus would now like to participate in the program.

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  
- CFAC recommendation  
- President's Approval  
- Chancellor's Office Approval  
- President's Approval  
- CFAC information item

Budget & Finance:  
Date:  

REVISED MAR11
**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 Campus Course Materials Immediate Access Fee

**STATEMENT OF REVENUES & EXPENDITURES**

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

<table>
<thead>
<tr>
<th></th>
<th>ACTUAL</th>
<th>Projected Year One</th>
<th>Projected Year Two</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fiscal/Calendar Year</td>
<td>Winter 2021-Spring 2022</td>
<td>Summer 2022-Spring 2023</td>
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<tr>
<td>Number of Students Paying Fee</td>
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<table>
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<th>Projected Year Two</th>
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</thead>
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<tr>
<td>Staff/Management Salary &amp; Benefits</td>
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</table>

**Additional Information:**

Students and fee amounts will vary by program; the expected enrollment and fees noted here are an estimated, averaged amount. In Immediate Access, students will save up to 20% compared to the regular digital price and up to 60% savings compared to the print price. The program is designed to provide significant savings to students and also to provide them with course materials in a more expedient manner.

☐ Additional documentation is attached

(attached additional documentation as necessary to justify proposed fee)
Procedures to Establish a New or Revise an Existing Student Fee:

1. A REQUEST TO ESTABLISH OR REVISE A STUDENT FEE form should be submitted from the Dean/Director via the Provost or appropriate Vice President and then to Budget & Finance (budget@mail.sdsu.edu, MC-1622, or AD224).

2. The request must include a statement of revenues and expenditures as well as any supporting documentation for the new or revised fee.

3. CFAC reviews Category II and III fees and makes a recommendation to the president. The president will approve/deny the request and if required the request will be forwarded to the Chancellor’s Office for approval/denial.

4. Category IV and V fees are approved/denied by the president and CFAC is notified of the decision.

Policy:

SDSU student fees are governed by Executive Order 1054, The California State University Fee Policy.

Definitions:

Category I Fees — Systemwide mandatory tuition fees and other fees that must be paid to apply to, enroll in, or attend the university, or to pay the full cost of instruction required of some students by statute.

Category II Fees — Campus mandatory fees that must be paid to enroll in or attend the university.

Category III Fees — Fees associated with state-supported courses. Specifically for materials and services used in concert with the basic foundation of an academic course offering.

Category IV Fees — Fees, other than Category II or III fees, paid to receive materials, services, or for the use of facilities provided by the university; and fees or deposits to reimburse the university for additional costs resulting from dishonored payments, late submissions, or misuse of property or as a security or guaranty.

Category V Fees — Fees paid to self-support programs such as Extended Education, Parking and Housing including materials and service fees, user fees, fines, deposits.

Authority:

I. The Board of Trustees provides policy guidance for all matters pertaining to student fees and has authority for the establishment, oversight and adjustment of Category I fees.

II. The chancellor is delegated authority for the establishment, oversight and adjustment of Category II and Category III fees. The chancellor is not delegated authority for Category I fees.

III. The president is delegated authority for the establishment, oversight and adjustment of Category IV and Category V fees, and for the oversight and adjustment of Category II and III fees. The president is not delegated authority to establish Category I fees, Category II or Category III fees, or to adjust Category I fees. The president does, however, have authority to establish Category III fees within a range established by the chancellor.