

**AGENDA
CFAC Meeting**

**February 8, 2019
9:00 A.M.**

Lipinsky Hospitality Center – Rm SSW 1608

- 1. Review and Approval of January 25, 2019 Meeting Minutes**
(Attachment 1)
- 2. Informational Items**
 - a. None
- 3. Requests**
 - a. None
- 4. Action Items**
 - a. College of Science Course Fees (Attachment 2)
- 5. New Business**
- 6. Public Comment**
- 7. Reminder – Next Meeting - Friday, February 22nd, 2019 at 9:00 a.m.**
Lipinsky Hospitality Center – Room SSW 1608

CAMPUS FEE ADVISORY COMMITTEE

January 25, 2019

MINUTES

ATTENDEES

Members:	Radmila Prislin	Tony Chung
	T'Ante Sims	Marcie Bober-Michel
	Suzanne Finch	Chris Thomas
	Nickolas Wohlman	Michael Wiafe
	Christian Onwuka	Ronnie Cravens
Non-voting Members:	Crystal Little	
Guests:	Tony Carrasco	Kent McElvey
	Dorian Diaz	Agnes Wong Nickerson

The meeting was called to order at 9:05 A.M. by Chris Thomas, CFAC Chair.

Review and Approval of November 30th Meeting Minutes

Mr. Thomas introduced the November 30th Meeting Minutes and asked for any corrections or additions – none were suggested. Mr. Wohlman made the motion to approve the minutes which was seconded by Mr. Onwuka. The motion was approved unanimously.

Informational Items

a. 2018/19 Room & Meal Rates

Mr. Thomas introduced the 2018/19 Room & Meal Rates and asked if there were any questions or concerns; there were none.

b. Cat IV Adobe Creative Suite License Fee

Mr. Thomas introduced the Cat IV Adobe Creative Suite License Fee and asked if there were any questions or concerns; there were none. He asked Mr. McKelvey to explain what the fee is and what is included. Mr. McKelvey explained that the Adobe Creative Cloud Suite is a collection of applications including Photoshop, Illustrator, InDesign, Lightroom, DreamWeaver, and Acrobat used by many students for various classes. He further explained that the software was previously purchased individually and needed to be repurchased to upgrade, but Adobe, along with many other providers, has since switched to a subscription model so users always have the most current version available. Mr. McKelvey explained that the campus purchased a campus license for the Adobe Creative Suite which made the software available on campus owned computers, to staff and faculty via Work at Home, and is now being offered to students as well. He noted that the typical student rate offered by Adobe is \$20 per month, but the campus can offer a rate of \$25 per year.

Ms. Wong Nickerson asked how students will access the software offer; Mr. McKelvey explained that ETS has been working on the back end to set up a store front through a third party vendor used by other CSUs so students can purchase a license using their SDSUid.

Mr. Wiafe asked if the \$25 fee would be paid by all students; Mr. McKelvey responded that a limited version of the software will be available on campus computers, but students will need to purchase a license if they want to use the software on any other computers. He further clarified, stating that the fee is not built in to tuition and fees.

Mr. Thomas asked if there were further questions; there were none.

Requests

a. College of Science Course Fees

Mr. Thomas introduced the College of Science course fees and asked Dr. Prislin to present. Dr. Prislin noted that the College of Science has experienced significant enrollment growth within the College's majors, as well as providing increased support for other Colleges, and this has put significant pressure on the College of Sciences' budget. She explained that classes, particularly those with lab components, are expensive as they require such items as chemicals, gloves, and glassware. Dr. Prislin further explained that the College has absorbed these costs but they are taxing the instructional budget as fees have not increased in over 10 years.

Mr. Carrasco provided the committee with a list of proposed fees/increases and noted that it has been 16 years since lab fees have been reevaluated.

Dr. Prislin noted that comparable fees at neighboring universities are much higher than those being requested, and she added that the fees are not designed to shift the entire cost on to the students.

Ms. Little reminded the committee that the President has authority to approve course fees up to \$150, so all the course fees being proposed can be approved by the President without further approval from the Chancellor's Office. She further added that the committee's duty is to make a recommendation to the President regarding approval of the fees, but that recommendation can be made at the next meeting to allow for further discussion.

Mr. Wiafe commented that it seems that many of the proposed fees could be satisfied by a one-time allocation of funds as items are not necessarily being replaced on an annual basis; Mr. Carrasco explained that the fees represented a prorated cost of replacement. Ms. Little added that the fees represent an annualized cost of replacement with an understanding that costs vary from year to year, and she reminded the committee that the fees collected must be used for their intended purposes. Dr. Prislin added that fees cannot become a vehicle for revenue generation.

Action Items

- a. None

New Business

Mr. Thomas informed the committee that A.S. will be forming an advisory committee to assist The Daily Aztec and KCR develop a plan for the Student Media Fee first proposed at the January 25th CFAC Meeting; the committee will be comprised of Dr. Bey-Ling Sha, two former Editors-in-Chief of The Daily Aztec, Al Guerra, and a student media consultant (to be named).

Public Comment

None

Mr. Thomas adjourned the meeting at 9:30 A.M.

Reminder: Next meeting is scheduled for Friday, February 8th, 2019 at 9:00 A.M. in the Lipinsky Hospitality Center – Room SSW 1608



College of Sciences
San Diego State University
5500 Campanile Drive, MC-1010
San Diego, CA 92182-1010
619-594-5142 / 619-594-6381

College of Sciences Course Fee Increase Request

The College of Sciences is requesting approval to establish new laboratory course fees in 10 courses and to increase laboratory course fees in 31 courses across 4 college departments. The quality of education is largely dependent on the practical instruction students receive in our labs. Students who have benefited from these college courses have done well in industrial and public settings because of the practical skills provided. We see the increase in fees as an investment in the future professional success and earning power of students. As student enrollments and the costs of instruction continue to rise, we request these fee changes to help provide the additional support needed to maintain the quality of hands on training in the labs.

Rationale:

- Existing course fees in the College of Sciences have not increased for 15 years, the proposed increase to existing courses are necessary to continue to maintain the quality of course instruction.
- Additional courses and labs have been added to College of Sciences without accompanying course fees and the proposed new course fees are necessary to continue providing students with quality lab instruction.
- The proposed course fees will provide funds to support the cost of consumable and short-lived supplies and materials used in labs such as lab coats and gloves, glassware and beakers, and materials (chemicals, gas, solvents, etc.) used in coursework.
- Revenues collected from course fees are dedicated strictly for course use. Funds may be carried-forward from one year to the next to support the timing of purchases (i.e. bulk purchasing items that may only be purchases every other year to save on cost).
- The proposed new and increased fees will generate \$71,867 across 41 courses to support student lab practical instruction.
- New and increased lab fees will be effective fall 2019 and noted in the course schedule for fall registration to allow students to plan for these fees.

Thank you for your consideration.

Department	Course	Current Fee	Enrollment	Current Revenue	Allowable Lab Fees	Cost/Student	Proposed Fee	Expected Revenue
Chemistry	CHEM 102	\$25	125	\$3,125	\$5,601	\$45	\$45	\$5,625
Chemistry	CHEM 200	\$25	900	\$22,500	\$28,000	\$31	\$30	\$27,000
Chemistry	CHEM 201	\$25	450	\$11,250	\$16,000	\$36	\$35	\$15,750
Chemistry	CHEM 202	\$25	900	\$22,500	\$28,000	\$31	\$30	\$27,000
Chemistry	CHEM 232L	\$25	242	\$6,050	\$12,300	\$51	\$50	\$12,100
Chemistry	CHEM 251	\$25	120	\$3,000	\$3,700	\$31	\$30	\$3,600
Chemistry	CHEM 417	\$25	39	\$975	\$1,600	\$41	\$40	\$1,560
Chemistry	CHEM 432L	\$25	220	\$5,500	\$15,500	\$70	\$70	\$15,400
Chemistry	CHEM 457	\$25	75	\$1,875	\$5,300	\$71	\$70	\$5,250
Chemistry	CHEM 563	New	18	New	\$1,800	\$100	\$100	\$1,800
Chemistry	CHEM 567	\$25	20	\$500	\$2,800	\$140	\$140	\$2,800
				\$77,275				\$117,885

CHEMISTRY

COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
102	125	Supplies*	\$5,601.00	\$44.81
			\$5,601.00	\$44.81
COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
200/202	900	Supplies*	\$28,000.00	\$31.11
			\$28,000.00	\$31.11
COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
201	450	Supplies*	\$16,000.00	\$35.56
			\$16,000.00	\$35.56
COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
232	242	Supplies*	\$12,300.00	\$50.83
			\$12,300.00	\$50.83
COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
251	120	Supplies*	\$3,700.00	\$30.83
			\$3,700.00	\$30.83
COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
417	39	Supplies*	\$1,600.00	\$41.03
			\$1,600.00	\$41.03
COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
432L	220	Supplies*	\$15,500.00	\$70.45
			\$15,500.00	\$70.45
COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
457	75	Supplies*	\$5,300.00	\$70.67
			\$5,300.00	\$70.67
COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
536	18	Supplies*	\$1,800.00	\$100.00
			\$1,800.00	\$100.00
COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
567	20	Supplies*	\$2,800.00	\$140.00
			\$2,800.00	\$140.00

*Supplies include chemicals, solvents, unknowns, gas, glassware, pipets, replacement pH electrodes, cuvettes, lamps, GC and HPLC columns, syringes, etc

Department	Course	Current Fee	Enrollment	Current Revenue	Allowable Lab Costs	Cost/Student	Proposed Fee	Expected Revenue	
Biology	BIOL 366L	\$25	319	\$7,975	\$8,803	\$27.60	\$28	\$8,932	
Biology	BIOL 496	New	35	New	\$1,050	\$30.00	\$30	\$1,050	
Biology	BIOL 512	\$25	24	\$600	\$950	\$39.58	\$40	\$960	
Biology	BIOL 515	\$25	24	\$600	\$1,250	\$52.08	\$50	\$1,200	
Biology	BIOL 516A	New	25	New	\$1,500	\$60.00	\$60	\$1,500	
Biology	BIOL 516B	New	25	New	\$1,500	\$60.00	\$60	\$1,500	
Biology	BIOL 518	New	24	New	\$950	\$39.58	\$40	\$960	
Biology	BIOL 524	\$25	25	\$625	\$1,000	\$40.00	\$40	\$1,000	
Biology	BIOL 525	\$25	30	\$750	\$900	\$30.00	\$30	\$900	
Biology	BIOL 528	New	24	New	\$950	\$39.58	\$40	\$960	
Biology	BIOL 556	New	10	New	\$500	\$50.00	\$50	\$500	
Biology	BIOL 557	New	10	New	\$500	\$50.00	\$50	\$500	
Biology	BIOL 562	New	32	New	\$4,800	\$150.00	\$150	\$4,800	
Biology	BIOL 567L	\$25	27	\$675	\$2,800	\$103.70	\$100	\$2,700	
				\$11,225					\$27,462

BIOLOGY

COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
366L	319	Animals	\$585.00	\$1.83
		Disposables / Supplies	\$4,331.00	\$13.58
		Chemicals	\$962.00	\$3.02
		kits/gels	\$2,925.00	\$9.17
			\$8,803.00	\$27.60

COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
496	35	disposables	\$1,050.00	\$30.00
			\$1,050.00	\$30.00

COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
512	24	Plastic bone casts	\$750.00	\$31.25
		Disposable kimwipes, gloves	\$200.00	\$8.33
			\$950.00	\$39.58

COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
515	24	glassware, gloves, etc	\$500.00	\$20.83
		collection costs	\$500.00	\$20.83
		sea water maint.	\$250.00	\$10.42
			\$1,250.00	\$52.08

COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
516A/B	25	Plankton	\$750.00	\$30.00
		collection costs	\$500.00	\$20.00
		sea water maint.	\$250.00	\$10.00
			\$1,500.00	\$60.00

COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
524	25	Plastic bone casts	\$450.00	\$18.00
		Disposable kimwipes, gloves	\$250.00	\$10.00
		Multimedia slides	\$300.00	\$12.00
			\$1,000.00	\$40.00

COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
525	30	Plastic bone casts	\$700.00	\$23.33
		Disposable kimwipes, gloves	\$200.00	\$6.67
			\$900.00	\$30.00

COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
528	24	Petri Dishes	\$100.00	\$4.17
		Culture media	\$250.00	\$10.42
		Chemicals	\$300.00	\$12.50
		Disposables	\$300.00	\$12.50
			\$950.00	\$39.58

COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
518	24	Preserved fish specimen	\$325.00	\$13.54
		Miscellaneous preservatives	\$175.00	\$7.29
		Jars, collection cases, labels	\$450.00	\$18.75
			\$950.00	\$39.58

COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
556	10	supplies and disposables	\$500.00	\$50.00
			\$500.00	\$50.00

BIOLOGY

COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
557	10	supplies and disposables	\$500.00	\$50.00
			\$500.00	\$50.00

COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
562	32	supplies/reagents	\$4,800.00	\$150.00
		service contract (21% of total runs)		\$0.00
			\$4,800.00	\$150.00

COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
567L	27	Petri Dishes	\$500.00	\$18.52
		Culture media	\$500.00	\$18.52
		Chemicals	\$900.00	\$33.33
		Disposables	\$900.00	\$33.33
			\$2,800.00	\$103.70

Disposables/ Consumables: Gloves, goggles, glassware, protective clothing
Culture Media: media to grow bacteria - comes in liquid or solid
Reagents: chemicals for lab as well as biologicals including enzymes and antibodies.
Plastic Bone casts: made on site to preserve original bones from damage or to replicate bones not in our collection.
Collection costs: ongoing process to acquire specimens
Preserved Materials: replacing broken specimen jars, preservation fluids, replacement specimens

Department	Course	Current Fee	Enrollment	Current Revenue	Allowable Lab Costs	Cost/Student	Proposed Fee	Expected Revenue
Env Sci	ENVS 310	New	30	New	\$2,300	\$76.67	\$50	\$1,500
Geology	GEOL 200	\$25	20	\$500	\$1,400	\$70.00	\$70	\$1,400
Geology	GEOL 205	\$25	20	\$500	\$705	\$35.25	\$35	\$700
Geology	GEOL 221	\$25	20	\$500	\$1,560	\$78.00	\$78	\$1,560
Geology	GEOL 224	\$25	20	\$500	\$1,150	\$57.50	\$58	\$1,160
Geology	GEOL 306	\$25	20	\$500	\$4,590	\$229.50	\$150	\$3,000
Geology	GEOL 508	\$25	20	\$500	\$5,000	\$250.00	\$150	\$3,000
Geology	GEOL 525	\$25	10	\$250	\$950	\$95.00	\$95	\$950
Geology	GEOL 530	\$25	10	\$250	\$800	\$80.00	\$80	\$800
Geology	GEOL 532	\$25	5	\$125	\$570	\$114.00	\$100	\$500
Geology	GEOL 536	\$25	20	\$500	\$1,325	\$66.25	\$50	\$1,000
Geology	GEOL 537	\$25	15	\$375	\$745	\$49.67	\$50	\$750
Geology	GEOL 552	\$25	6	\$150	\$1,455	\$242.50	\$100	\$600
				\$4,650				\$16,920

GEOLOGICAL SCIENCES

COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
200	20	chemicals, acid drop bottle	\$100.00	\$5.00
		water jugs, propane, cooking supplies, first aid supplies	\$100.00	\$5.00
		slides, gloves, kimwipes, glassware	\$100.00	\$5.00
		laminated map worksheets, topographic maps, blue lines, DEM, air photos	\$100.00	\$5.00
		vehicle usage for field trips	\$1,000.00	\$50.00
			\$1,400.00	\$70.00

COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
205	20	Chemicals and drop bottles that students keep	\$50.00	\$2.50
		streak plates, glass plates, beakers	\$45.00	\$2.25
		laminated map worksheets, topographic maps	\$25.00	\$1.25
		model repair & replacement	\$25.00	\$1.25
		rock & mineral sample replacement	\$150.00	\$7.50
		Replace rulers, protractors, compass, hand lenses	\$60.00	\$3.00
		vehicle usage for field trips	\$350.00	\$17.50
			\$705.00	\$35.25

COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
221	20	identification chemicals	\$50.00	\$2.50
		streak plates, glass plates, beakers, slides, gloves, kimwipes	\$120.00	\$6.00
		repair & replacement jolly balance, crystal symmetry models	\$40.00	\$2.00
		rock & mineral sample replacement	\$350.00	\$17.50
		vehicle usage for field trips	\$1,000.00	\$50.00
			\$1,560.00	\$78.00

COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
224	20	chemicals: Hf, stains, acetone, gases, elvacite	\$300.00	\$15.00
		beakers, saw blades, platinum crucibles, slides, gloves, hammers	\$400.00	\$20.00
		rock & mineral sample replacement	\$300.00	\$15.00
		vehicle usage for field trips	\$150.00	\$7.50
			\$1,150.00	\$57.50

COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
306	20			
		water jugs, propane, cooking supplies, first aid supplies	\$100.00	\$5.00
		repidograph ink pens, flagging tape, notebooks, protractors, rulers	\$150.00	\$7.50
		laminated map worksheets, topographic maps, blue lines, DEM, air photos	\$240.00	\$12.00
		vehicle usage for field trips	\$4,100.00	\$205.00
			\$4,590.00	\$229.50

COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
508	20	bruntons, GPSs, gravity meter, hammers, sledges	\$300.00	\$15.00
		water jugs, propane, cooking supplies, first aid supplies, pumps, generators	\$600.00	\$30.00
		Repidography ink pens, flagging tape, notebooks, rulers, protractors	\$300.00	\$15.00
		laminated map worksheets, topographic maps, blue lines, DEM, air photos	\$600.00	\$30.00
		vehicle usage for field trips	\$3,200.00	\$160.00

GEOLOGICAL SCIENCES

COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
525	10	chemicals: Hf, stains, acetone, gases, elvacite	\$250.00	\$25.00
		beakers, saw blades, platinum crucibles, slides, gloves, kimwipes, hammers	\$250.00	\$25.00
		rock, fossil & mineral sample replacement	\$300.00	\$30.00
		vehicle usage for field trips	\$150.00	\$15.00
			\$950.00	\$95.00

COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
530	10	chemicals: acetone, gases, elvacite, lithium tetraborate, pH, acids, resins	\$400.00	\$40.00
		beakers, platinum crucibles, gloves, kimwipes, lenses, cuvettes	\$400.00	\$40.00
			\$800.00	\$80.00

COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
532	5	cds, disks, data cards	\$20.00	\$4.00
		laminated map worksheets, topographic maps, DRGs, DEMs, radar	\$50.00	\$10.00
		vehicle usage for field trips	\$500.00	\$100.00
			\$570.00	\$114.00

COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
536	20	chemicals, acid dropper bottles	\$50.00	\$2.50
		kimwipes, slides, weigh boats, sample containers, tubing, color charts, hammers	\$350.00	\$17.50
		laminated map worksheets, topographic maps, air photos	\$25.00	\$1.25
		Maint/replace: rotaps, settling columns, ovens	\$250.00	\$12.50
		vehicle usage for field trips	\$650.00	\$32.50
			\$1,325.00	\$66.25

COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
537	15	Aquarium supplies: salt, phytoplankton, lights, airpumps, flume maint.	\$180.00	\$12.00
		cds, data disks, digital media	\$25.00	\$1.67
		kimwipes, slides, slidemounts, coverslips, adhesives, weigh boats, sample containers	\$40.00	\$2.67
		rock, fossil & mineral sample replacement	\$250.00	\$16.67
		vehicle usage for field trips	\$250.00	\$16.67
			\$745.00	\$49.67

COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
552	6	well casing, gravel, grout, reagents, buffers, gases	\$800.00	\$133.33
		safety equipment: hard hats, gloves	\$30.00	\$5.00
		Analytical Equip Maint nutrients analyzer and chemicals	\$200.00	\$33.33
		sample containers, kimwipes	\$25.00	\$4.17
		Maint/Replace: sieves, rotaps, ovens, meters	\$200.00	\$33.33
		vehicle usage for field trips	\$200.00	\$33.33
			\$1,455.00	\$242.50

ENVIRONMENTAL SCIENCES

COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
310	30	Vehicle usage for field trips	\$1,500.00	\$50.00
		Camping	\$500.00	\$16.67
		Food	\$300.00	\$10.00
			\$2,300.00	\$76.67

Department	Course	Current Fee	Enrollment	Current Revenue	Allowable Lab Costs	Cost/Student	Proposed Fee	Expected Revenue
Physics	PHYS 197L	\$25	28	\$700	\$1,250	\$44.64	\$45	\$1,260
Physics	PHYS 553	\$25	6	\$150	\$2,000	\$333.33	\$150	\$900
Physics	PHYS 311	\$25	24	\$600	\$2,050	\$85.42	\$85	\$2,040
				\$1,450				\$4,200

PHYSICS

COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
197L	28			
		Consumables	\$1,250.00	\$44.64
			\$1,250.00	\$44.64

COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
311	24			
		Consumables	\$2,050.00	\$85.42
			\$2,050.00	\$85.42

COURSE	ENROLL.	LIST OF COSTS	TOTAL COST	COST/STUDENT
553	6			
		Consumables	\$2,000.00	\$333.33
			\$2,000.00	\$333.33

Consumables include: Electronics cables, connectors, batteries, misc chemicals, gasses, rubber gloves, glassware, magnets, density blocks, circuit boards, diodes, transformers, relays, etc