

CAMPUS FEE ADVISORY COMMITTEE

September 25, 2020

MINUTES

ATTENDEES

Members:	Amanda Fuller	Christian Holt
	David Ely	Isabella Martelino
	Mary Anne Kremicki	Armando Sepulveda
	Rashmi Praba	Victor Penera
	T'Ante Sims	Crystal Sanchez
	Mark Bruno	Joyce Chen
	Dorian Diaz del Castillo	Abi Tamayo

Non-voting Members: Dana Smith

Guests:	Caryl Montero -Adams	Randall Timm
	Francisco Velasquez	Crystal Little
	Matias Farre	Philip Greiner

The meeting was called to order at 12:01 P.M. by T'Ante Sims, CFAC Chair.

Informational Items

a. Approved Category IV Fees

Mr. Sims began by explaining that the informational item for Category IV fees does not require a vote for approval by CFAC as they have already been approved by the President. He proceeded with introducing the Category IV First Year Experience (NSPP) Fee increase and explained that the fee will increase from \$122 to \$250. Mr. Sims opened it up for discussion, questions or comments. Ms. Chen asked for clarification as to whether the fee increase was by semester or for the entire year. Mr. Sims clarified that this is a one-time fee offered to new students. Mr. Penera asked whether the fee will increase if the campus continues with virtual modality. Ms. Smith noted that the justification section of the fee request addresses the fact that the fee increase will not occur if instruction remains virtual and stated the following from the fee justification: 'If summer 2021 is virtual, then the currently projected fee of \$125 would be in effect for both undergraduate and graduate students with the full fee implementation (\$300) for Summer 2022.'

Mr. Sims suggested either Mr. Timm or Mr. Velasquez step in to further explain the fees as they oversee and work closely with this program. Mr. Timm noted that there is a full presentation on the new proposed New Student Parent Program where they are offering a more personalized, case management style of orientation that would go through the entire first year versus the one day orientation that is currently being offered. Mr. Penera asked what this new program would look like. Mr. Timm suggested that we go through the entire presentation. Ms. Fuller and Mr. Penera agreed that they would like to see this presentation.

Mr. Velasquez walked through the entire presentation noting that the feedback received by students was taken into consideration when building this new proposed program. The new proposed program would offer the ability to assist students throughout the duration of their first year rather than packing all the information into one day (New Student Programs Fee to First Year Experience Fee). This fee would cover implementation of Graduate Student Orientation, expanding partnerships with Global Campus and Imperial Valley to make them feel part of the main campus, SDSU Ambassadors, Involvement Peers, Success Coaches, Financial Literacy Peer Advisers, Re-Orientation, Pre-Orientation Module Platform and Co-curricular Engagement. Mr. Sims opened it up again for any other questions. Mr. Holt wanted to clarify before questions that all the category IV fees that are being presented here are one-time user fees. He then suggested that information on the distribution of the fees that are being collected be provided (i.e. how much of this fee would be allocated towards staffing) and that the deliverables seem very minimal compared to the proposed tripling of the NSPP fee. Mr. Timm noted that those mentioned in the proposal are all resources that are not being offered right now and noted that offices currently are unable to meet the student demand and that staffing levels are unable to provide one-on-one advising to all students. The proposed program would provide all the services that students have been asking for that the University is currently unable to provide. Ms. Tamayo asked what percentage of students are reaching out and asking for more connection.

Mr. Velasquez stated that the response rate is about 15-20% based on the evaluations received. Mr. Sepulveda asked how much of the fee would be allocated towards the ambassadors, specifically how much would be allocated toward hiring more students. Mr. Velasquez noted that currently \$84,000 is spent on student ambassadors during the academic year and that more student ambassadors would need to be hired to meet the demands of this new program, although he does not have an exact number or percentage at this time. Mr. Penner then asked if the fee increase would go towards funding the employment of more people or the expansion of the program itself and if it allow students more access to these resources, noting that currently it is difficult to contact certain offices for assistance. Mr. Velasquez agreed that the resources currently provided are limited, but that this would provide students with more resources and opportunities to seek the guidance needed. Mr. Timm stepped in to suggest that this program would limit help-seeking behavior. Instead, students would have one designated source they can reach out to for the information. Mr. Bruno asked if this is a mandatory fee. Mr. Timm clarified that this is not a mandatory fee, it is an opt-in fee. Ms. Fuller asked how the new ambassadors or case workers are going to work within the already existing structures, advisors, and the success centers. Mr. Timm said this program would be a direct link to those advisors and that rather than guiding students where to go to seek help, these ambassadors would link them directly to the help they would need. Mr. Velasquez noted that this is a partnership and that the Ambassadors are peer academic advisors, not professional staff or major advisors. Mr. Sims noted that we have another fee request presentation for another area for which we need sufficient time to present so Ms. Tamayo will be the last question for this fee. Ms. Tamayo asked how many additional ambassadors are needed to make this possible and if those would be students. Mr. Velasquez noted the goal for orientation is currently 1 ambassador per 10 students and noted that it would be better to have an even smaller ratio that would allow more one-on-one interaction and guidance for students. Mr. Velasquez also confirmed that students generally in their Sophomore to Senior year would be hired as ambassadors. Mr. Holt added one last comment, that these are not mandatory fees but they are user fees and that though they are optional, you would still have to pay them if you needed that particular service.

Mr. Sims continued with providing a brief overview of the remaining category IV fees. Late Registration Fee would increase from \$25 to \$50. This semester it would be applied to about 80 students and that it has historically been a very small number and is charged when students pay for registration on the first day of class. This fee is being increased to keep up with market rate with other CSUs and other educational institutions. Mr. Sims explained the ID Card Fee would increase from \$18 to \$25 and that replacement of an ID card would increase from \$20 to \$25. Mr. Sims then explained the Transcript Fee would increase from \$10 to \$15. Lastly, Mr. Sims explained that the No-Show Fee (SHS) is a new fee, where if a student does not show up to their scheduled appointment they would have to pay \$25. Mr. Sims opened it up for questions.

Mr. Sepulveda asked for the justification of charging students for the No-Show Fee, for example, if a student is scheduled for a free Covid-10 test and they do not attend, they would be paying a fee for a free test. Ms. Praba addresses that the No-Show fee is tailored more towards the routine visits and that with the current circumstances surrounding Covid-19 these fees will not apply to those types of appointments. Mr. Bruno asked if the fee would be waived if students call 24 hours before the appointment to cancel or reschedule. Ms. Little confirmed that if they cancel before 24 hours, they will not be charged. Mr. Holt shared that this fee seems more like an educational component, teaching students to cancel their appointments if they are unable to make it. Mr. Bruno asked if walk-ins are available during these times. Ms. Praba stated that she does not have all the details and noted that she will ask the necessary people for clarification on certain questions and report back to the committee. Ms. Little asked for clarification on whether this fee is intended only for student health services and not for counseling and psychology. Ms. Praba confirmed that is correct. Ms. Martelino asked what would constitute a reason to not pay the No-Show Fee. Mr. Sims suggested that more information is needed on this fee and will be brought back to the committee. Mr. Holt requested to put time on the agenda for the next meeting to further discuss these fees and address any questions folks might have as we are running out of time for this meeting. Mr. Sims moved to include this on the next meeting agenda. Ms. Chen questioned the reasoning behind the late registration fee increase noting that other CSUs have maintained their current fee rates. Ms. Kremicki noted that she does not have specifics but will provide more information at the next meeting.

Requests

a. Nursing Course Fee Requests

Mr. Sims introduced the Category III Nursing Fee Requests and introduced Mr. Greiner, Director of the School of Nursing to further explain this request.

Mr. Greiner noted that over the past 8 years there has been a significant increase in expenses for materials used in student training programs and labs. He proceeded with going through page 1 of attachment 2 which is an overview of all the courses and includes a breakdown for each course and the proposed fee to cover the cost of supplies. Mr. Greiner went through each individual course presented, providing a brief overview of what each class offers and what supplies are generally used, then opened it up for any discussion or questions. Mr. Bruno noted a typo in the total cost of supplies per students. Mr. Greiner acknowledged this column may have been calculated incorrectly. Mr. Bruno asked if these supplies and materials are basic components for instruction of the course. Mr. Greiner confirmed that they are. Mr. Bruno asked the CFAC committee to provide insight on what we can charge students for versus what we cannot, as the guidelines for a fee request suggest that you cannot charge for basic materials. Mr. Greiner noted that the materials they use are disposable in comparison to Chemistry where they can reuse test tubes. Mr. Sepulveda adds that he agrees with this fee due to the current state of the world with COVID-19 and the need for first responders and medical personnel. Ms. Martelino added she is also in agreement with this fee. Mr. Holt asked for clarification on what students are currently paying and if students would take all of these courses in a year or over a certain time frame. Mr. Greiner clarified that students are paying \$355 and that students would only take 2 of these courses at a time. Ms. Tamayo asked if information is provided to the students on where this money is going. Mr. Greiner indicated that this would be provided and added that this fee has not been charged before and that this would set a new standard. Mr. Greiner also noted that this would be a flat fee and that students would not be charged for each individual item used.

Mr. Sims provided information on a timeline for this fee, noting that this would be an action item for next week's meeting and if approved it would be effective for the Spring 2021 semester. He noted that it is important that this fee is voted on at next week's meeting in order to meet certain University deadlines in the event that the fee is approved. Mr. Holt decided to move voting to next week.

Mr. Bruno asked one last question on the Category III fees as to how this was funded in years prior since this would be the first time the fee will be charged. Mr. Greiner stated that the School of Nursing has relied on donations in the past, but over the years those donations have been decreasing since they had no way of recouping the costs.

Mr. Sims concluded the meeting and noted that the Category III fees will be voted on at next week's meeting. He also stated that time would be allotted for continued discussion on the Category IV fees and that appropriate staff would be invited to attend and answer any questions CFAC members may have about these fees.

Action Items

- a. None

New Business

- a. None

Public Comment

- a. None

Mr. Sims motioned to adjourn the meeting and Mr. Holt seconded.
Mr. Sims adjourned the meeting at 11:59 A.M.

Reminder: Next meeting is scheduled for Friday, October 2nd, at 12:00 P.M. via Zoom