

CAMPUS FEE ADVISORY COMMITTEE

May 4, 2018

MINUTES

ATTENDEES

Members:	T'Ante Sims Tony Chung Lisa Thurn Carmel Alon Chris Thomas	Radmila Prislín Marcie Bober-Michel Chimezie Ebiriekwe D. Hayden Willis Anyá Shutovska
Non-voting Members:	Crystal Little	
Guests:	Dorian Diaz Terry Williams	Agnes Wong Nickerson

The meeting was called to order at 2:08 P.M. by T'ante Sims, CFAC Chair (substitute).

Review and Approval of April 6th Meeting Minutes

Mr. Sims introduced the April 6th Meeting Minutes and asked for any corrections or additions – none were suggested. Mr. Thomas made the motion to approve the minutes which was seconded by Mr. Willis. The motion was approved unanimously.

Informational Items

- a. Cat II Student Body Center Fee

Mr. Sims introduced the Student Body Center Fee and noted that the President approved the committee's recommendation to increase the fee.

Requests

- a. None

Action Items

- a. 2018-19 IRA Budget Proposal

Mr. Sims introduced the 2018-19 IRA Budget Proposal and asked Ms. Little to further explain. Ms. Little explained that the Instructional Related Activities (IRA) fee has gone through different phases with certain portions of the fee pre-designated based on the way the fee was approved, and the portion in front of the committee is the initial increase and how those funds are allocated across different programs. She noted that subsequent increases were designated specifically for Athletics and sports clubs with a minimal portion also designated for main campus. Ms. Little stated that the budget for the current year is on track and projections show potentially \$24,000 remaining; however, that amount will likely adjust slightly based on Academic Affairs' expenses as it is too early to know what they will be. She noted that for 2018-19 there is a Higher Education Price Index (HEPI) increase on the fee, so revenues are slightly higher than 2017-18 resulting in a little more revenue to allocate. Ms. Little explained that this component of the fee covers music licensing fees, student travel insurance, and administrative costs on those funds, so those three components are held with some inflationary factor based on additional revenues. She stated that what the committee is looking at are the program allocations that are split among Academic Affairs, Athletics, and Athletics' insurance. Ms. Little stated that IRA reserves are projected to be approximately \$190,000 at the end of the current year; based on increased revenue and planned use of reserves, the proposed budget would increase the academic programs allocation by \$20,000 and the Athletics allocation by \$50,000. She noted that specific dollar amounts for each area were determined based on the proportional share each area has of the total allocation. Ms. Little asked if there were any questions; there were none.

Mr. Sims asked if there was a motion to approve the 2018-19 IRA Budget Proposal. Mr. Ebiriekwe made the motion for approval which was seconded by Mr. Thomas. The motion was approved unanimously.

- b. Cat III Public Health 650R Course Fee

Mr. Sims introduced the Category III course fee request from the School of Public Health and asked Ms. Williams to further explain. Ms. Williams explained that graduate students in the School of Public Health are required to take course PH 650R, the practicum for the MPH degree, and track their practicum hours. She noted that the fee request

of \$110 per student is necessary to cover the cost of a software program which will allow the students to track their practicum experience, compile mid-project and end-of-project reports, and work on learning plans. Ms. Williams explained that the system previously in use was a "homegrown" system that had become outdated/obsolete and nonfunctional which prompted the department to purchase the new software program. She further explained that in the first year the fee would cover the cost of implementation and customization of the software, and in subsequent years the fee would cover the annual cost paid to the software provider. Ms. Williams stated that as a course fee, students may be able to use financial aid to help cover the cost and it would allow the department to make a single annual payment to the software provider rather than asking each student to individually make a direct payment. Dr. Prislin asked if the course is taken for credit; Ms. Williams responded that the course is a required course and is taken for credit.

Mr. Thomas expressed concern that the fee request is being considered for action but the committee has not had the opportunity to look at the fee and consider the impact on students. He asked if students who have already registered for classes are aware of the fee; Ms. Williams responded that they probably are not aware of the fee.

Mr. Thomas suggested that the fee be considered as an informational item and tabled for consideration again in Fall 2018.

Mr. Willis asked if there were any exceptions for students completing alternative internships and for whom the cost presents a hardship; Ms. Williams responded that it is a possibility and something worth considering, but there is nothing currently in place.

Ms. Little asked what the impact would be if the fee request was tabled until Fall 2018 for consideration as a Spring 2019 course fee; Ms. Williams responded that would be acceptable.

Mr. Sims asked how many students would be impacted; Ms. Williams responded that the fee would impact approximately 100 students per year.

Mr. Sims asked if there was a motion to table the fee request until Fall 2018. Mr. Thomas made the motion to table the request which was seconded by Mr. Willis. The motion was approved unanimously.

New Business

a. Cat IV New Student Program Fee

Mr. Sims introduced the Category III New Student Program Fee, noting that the President approved Student Affairs' request to increase the fee from \$108 to \$110, and asked Mr. Chung to further explain. Mr. Chung explained that the fee increase is necessary to cover the increased costs of the providing the orientation program for incoming freshman and transfer students. He also noted that Student Affairs tries not raise the fee annually.

Dr. Prislin asked if the fee increase took into account costs that are borne by the Colleges for providing staff support; Mr. Chung responded that it did not. Ms. Little reminded the committee that the fee increase was already approved and was being presented for information only.

Public Comment

None

Mr. Sims adjourned the meeting at 2:27 P.M.

Reminder: Next meeting is scheduled for Fall 2018