

Student Fee Advisory Committee

Meeting Minutes

November 5, 2018

Present: Ashley John, Adam Selcov, Regina Gomez, Chase Hayes, Lydia Jenkins-Sleczkowski, Lisa Bishop, Sue Carter, Lucy Rojas, Derek DeMarco

1. Approval of Agenda, Minutes, Announcements

- a. Chase motions to approve the agenda, Regina seconds the motion. No objections, motion passes.
- b. Chase motions to approve the minutes, Lydia seconds the motion. No objections, motion passes.
- c. November 29th extended meeting is likely to be scheduled for 1:30 - 4:30 pm. Ashley will confirm soon.
- d. Prep to meet with Dean of Students on November 19th. Ashley explains that we will be prepping for this meeting via email (we are not meeting next week due to holiday). Any topics people are interested in learning.
 - i. Spend some time orienting him to the committee
 - ii. Spend some time getting to know each other
 - iii. Advice for SFAC on how to prioritize funding through the call process
- e. SCOC Veronica shares that SCOC reviewed one application for Porter and one application for Crown; the applications were not advanced. Discussion regarding timing of the appointments.

2. Summer Fees

- a. Lisa reviews past methodology for establishing summer fees. See [PRESENTATION](#).
- b. Lisa explains that she is seeking approval from SFAC for the methodology for establishing summer fee level for Summer 2019.
- c. Adam asked whether other methodologies have been used? Lisa says the methodology has typically been the same since about 2010.
- d. Discussion regarding a survey to collect information from units about how services are offered in the summer.
- e. Question: how do student fees appear on the summer session student billing?
- f. Lucy shares the survey that was developed last spring. Any other questions to add?
- g. Summer Session is hoping to hear from us by January 17th

- h. Chancellor is final approver, with recommendation from the SFAC.
 - i. Ashley suggests that we could approve the levels at the current rate, and then table the discussion to spring quarter for discussion on the next year.
 - j. Discussion regarding whether to reduce TAPS fee given that it's charged at 100% however service levels are reduced in the summer.
 - k. Next steps: reflect on this throughout the week, send suggestions for the survey, be ready to discuss next steps on November 19th.
3. Funding Proposal Process
- a. Requirement for meetings, workshops, etc. Discussion. Workshop idea is popular to minimize individual meetings.
 - i. Workshop idea: 1 hour workshop with presentation and workshop style. We would advise groups to bring their draft proposals to the meeting.
 - b. Deadline for workshops and meetings: December 3rd, 2018
 - c. Funding application
 - i. Regina motions to approve the application. Lydia seconds the motion. No objections. Motion carries.
 - d. Funding Call Letter
 - i. Lucy shares that there were some funds left over last year, including a small amount of permanent funding.
 - ii. There is also about \$13,000 left over from last year.
 - iii. Veronica suggests adding the \$13,000 into the 1.159 million and then take 15% of reserves. Adam motions to add the \$13,000 into the total pot and then take 15% out for reserves, for the one-time money. Veronica seconds the motion. No objections. Motion carries.
 - iv. Regarding permanent funds, \$1,091, Adam motions to put in the funding call. Chase asks whether we should have a reserve? Lucy responds it's a small amount and not really necessary. Lydia seconds the motion. There are no objections. Motion carries.
 - v. Review of funding letter.
 - vi. Email to students announcing the funding call. Committee agrees to send a campus wide message with the call.
 - vii. Discussion regarding boosting SFAC on social media in preparation for the call to go out.
4. Debrief Miscellaneous Fees and Course Fees
- a. Ashley confirms that Lucy Van Doorn visited with the committee last week. There was some follow up with OPERS and Lucy has reported back that she found out that the course fee for ballet was being used to pay for a piano accompanist. The fee has been suspended and students will be refunded.

- b. Who is interested in serving? Lydia respond affirmatively and Chase does as well.
- 5. Adjournment
 - a. Regina motions to adjourn. Chase seconds the motion. Motion carries.