

Campus Fee Advisory Committee Minutes

November 1, 2019

12:00 – 1:00pm

in Clark Hall Room **506**

Agenda Items with Minutes

1. Approve prior meeting minutes – May 3, 2019 (attached)
 - a. One revision to remove mention of three advisors (too much detail/not important to the point) in Student Services from minutes – unanimously approved
2. Orientation – CFAC’s Role and Responsibilities
 - a. Slide presentation by M. Genes (see attached)
 - i. Category II fees associated with SJSU are the focus of the committee (see Bursar’s Office website for detailed fee schedule:
http://www.sjsu.edu/bursar/fees_due_dates/tuition_fees/fall/index.html
 1. President has the authority to change existing fees
 2. Board of Trustees reporting of Category II fees for every campus (share information with committee): see website:
<https://www2.calstate.edu/attend/paying-for-college/csu-costs/tuition-and-fees/campus-mandatory-fees>.
 - ii. Category III – In 2012 campus consolidated course fees into one fee – only field trips are charged as a course fee
 - iii. Explanation of the inflation index (HEPI) on slide 8 – this adjustment helps with pay increases included in labor contracts. When did the campus start using HEPI verses the Consumer Price Index?
 1. Since 2014 only HEPI is applied to SSETF (SSETF started in 2012) – no arbitrary fee amount applied beyond that point (slide 10).
 - iv. SSETF – Student Success, Excellence & Technology Fee
 1. IRA (Instructionally Related Activities Fee) & Athletics discussion regarding the history of IRA (slide 13). Senate put a cap on what athletics would receive from the General Fund (2% cap within the history of the fee) in 2005, which resulted in a de-allocation of Operating Fund support. The campus implemented an IRA fee increase in 2005 to maintain support for athletics. The IRA fee started in 1999 (B. Parent shared history of inception of IRA fee).

3. SSETF Outcomes Reports – draft for discussion (distributed at meeting)
 - a. Three suggestions on receiving outcomes reports:
 - i. Receive a narrative reports from each division that receives SSETF – how they are used and what outcomes
 - ii. Have presentations at committee meeting from each division that receives SSETF – so that questions can be asked on presentations and a more interactive dialog could take place.
 1. Request presentation before meeting so they can be reviewed by committee members and have questions ready for the presenters (2 weeks in advance).
 - iii. Select a sample of different units to present presentations to the committee.
 - b. Discussion of the form used in the last round of reporting (2015/16) – example was shared with group.
 - i. Schedule of the 2017/18 SSETF budget was shared listing all the units that receive the fee
 - ii. Share reports with the committee using Google drive (estimated number of reports is around 50; with base and 1X reports)
 1. Ask for clarification on reports using the Google drive
 - c. A doodle pole will be sent out to get input on the approach to gathering outcomes reports from the divisions (content).

Attendees

Associated Students Members

- Branden Parent, President
- Zach Birrer, Vice President
- Jyotsna Kethepalli, Controller
- Flor Sario, Director of Business Affairs
- Jeanne Trang, Director of Student Resource Affairs
- José Roque, Director of Student Rights & Responsibilities

Academic Members

- Ravisha Mathur, Senate Chair
- Alison McKee, Faculty Vice Chair of Academic Senate

Administrative Members

- Robb Drury, Student Affairs
- Marna Genes (Chair), Admin & Fin
- Kara Li, Information Technology
- Sami Monsur, Academic Affairs

Staff to the Committee and minute taker – Doug Ward