

CAMPUS FEE ADVISORY COMMITTEE MEETING

Minutes

Date: 10/11/2024

Time: 2:00 PM

<https://csusb.zoom.us/j/82901029548>

Committee Members

1. Faculty Senate Chair or designee: Jordan Fullam, *Co-Chair*
2. Faculty Senate EPRC Rep: John Reitzel
3. University Advancement: Antonio Guijarro-Ledezma
4. Student Affairs Rep: Lisa Root
5. Finance, Technology & Operations Rep: Maria Badulis
6. Finance, Technology & Operations, ITS Rep: Monica Villarruel
7. Academic Affairs Rep: Patrick Bungard
8. PDC Rep: Avi Rodriguez
9. ASI President or Designee: Carson Fajardo, *Co-Chair*
10. ASI Undergrad: Autumn Hudson - **Absent**
11. ASI Undergrad: Ashley Smith
12. ASI Undergrad: Juan Padilla - **Absent**
13. ASI Undergrad: Diego Rendon
14. ASI Undergrad (PDC): Alondra Lopez
15. ASI Graduate: Tendulkar Mahadevan

Guests

1. Andreina Dominguez, Assistant to AVP – Finance & Administrative Services (zoom support/ minute taker)
2. Dr. Jennifer B. Alford – Associate Professor, Geography and Environmental Studies
3. Dr. Nicole C. Dabbs – Professor and Chair of Kinesiology
4. Sesar Morfin, AVP – Finance & Administrative Services

ASI President, Carson Fajardo, called the meeting to order at 2:05pm.

1) Welcome and Introduction

ASI President, Carson Fajardo welcome everyone and everyone introduced themselves.

2) Approval of March 15, 2024 Minutes

Motion to approve the March 15, 2024 minutes by Patrick Bungard seconded Jordan Fullam.

The March 15, 2024 minutes were unanimously approved as presented.

3) M/S Lopez/Rendon: Overview of CFAC

Finance, Technology & Operations Rep, Mimi Badulis presented the overview of the Campus Fee Advisory Committee to all committee members.

Mr. Guijarro-Ledezma asked if a member will be added for the new division of Enrollment Management?

Ms. Badulis informed that a member for the newly division does not need to be added as CFAC only requires 4 administrative and staff representatives.

Dr. Fullam noted that, per the Executive Order, the committee must have more student members than faculty and administrator representatives. Currently, there are 7 student representatives and 8 faculty, staff, and administrators. Suggested to either add 2 student representatives or reduce the number of faculty and administrator members to ensure compliance.

Mr. Fajardo inquired about the steps necessary to appoint additional members in order to meet the Executive Order requirement for more student representatives.

Ms. Badulis stated that to appoint additional representatives, they could simply be added and a formal letter is send out to the members.

4) M/S Guijarro-Ledezma/Bungard: GEOG 5240 – National Parks and Public Lands

Dr. Jennifer B. Alford, Associate Professor, Geography and Environmental Studies presented the miscellaneous course fee.

The new required fee is to pay for the costs of lodging and facility use for students enrolled in GEOG 5240 for a 2 day trip to Channel Islands National Park, Santa Rosa Island Research Station (SRIRS), run in collaboration with the CSU Channel Islands campus. The research station SRIRS charges \$15 per day for CSU students. (\$15 per student x 2 days = \$30 per student). This class is an experiential learning course with a required field trip.

The fee should be charged to cover the cost of student use of the SRIRS facility. This includes lodging, classrooms, lab space, and kitchen at the research station. This research station is exclusively open to university faculty and students. It is the only lodging and research facility on Santa Rosa Island. The fee is a requirement for all students who use and stay at the research station. The consequences of not charging these fees is that students will have no access to SRIRS and therefore no place to sleep, eat, or conduct research while on the island.

Other sources of revenue are internal campus grants. If this fee is not charged it will make the trip very difficult to offer, will limit student experiential learning opportunities on campus, and will decrease opportunities for students to gain career pathways and professional networking in the field. These are vital elements to student success for our majors. The fee matches similar field course fees at CSU SB for multiple day fieldtrips that include lodging and research facility fees.

Ms. Lopez inquired whether the fee would be implemented for students attending the event.

Dr. Alford indicated that students would be made aware of the fee and the requirement to spend several days on an isolated island prior to enrolling in the course. Also noted that this course is not mandatory for their major, and alternative opportunities are available for students to progress in their degree without incurring the fee, should it be a concern.

Dr. Youngs has been collaborating with the Office of Student Research, the Dean, and other funding sources to help reduce costs associated with the course. She explained that the current fee reflects the best effort to minimize expenses, with hopes that additional funding resources may allow for either a reduction of the fee or potentially its elimination in the future. However, she emphasized that implementing this fee is necessary for consistently offering this opportunity over the next couple of years.

Mr. Bungard clarified that any approval of the fees constitutes only a recommendation; final approval is up to the President.

Passed unanimously.

5) M/S Bungard/Guijarro-Ledezma: KINE 1010B – Individual and Dual Activities: Pickleball

Dr. Nicole C. Dabbs – Professor and Chair of Kinesiology, presented the miscellaneous course fee.

This is an existing requirement for all Kinesiology activity courses however this is a new activity course the department is offering.

Activity courses require field space, equipment, cleaning supplies, etc. in order to make the student experience safe and educational. The charge (\$7.50) is needed to balance the costs of purchasing new equipment due to wear and tear, being out of date, and/or unsafe. Offering a variety of activities and having safe equipment for students encourages a physically active/healthy lifestyle while also getting the most out of their education. If fees are not collected this can cause an unsafe environment.

Mr. Bungard informed that the course fee was converted from quarter amounts to semester amounts to align the fees appropriately.

Passed unanimously.

6) M/S Lopez/Bungard KINE 1010D – Individual and Dual Activities: Bowling

Dr. Nicole C. Dabbs, Professor and Chair of Kinesiology, presented the miscellaneous course fee.

This is an existing requirement for all Kinesiology activity courses, however, this is a new activity course the department is offering.

The charge (\$30) is needed to balance the costs of rental the SMSU facility and onsite staffing. This will ensure the environment is safe and appropriate for the type of activity. Offering a variety of activities and having safe equipment for our students; encourages a physically active/healthy lifestyle while also getting the most out of their education. The Kinesiology Department has consulted with the SMSU and they are willing to work with the department in creating an MOU and use the student fees toward paying for the cost of renting the lanes, rental gear, and staffing.

Mr. Bungard asked why SMSU would charge students for access to the Union if they already pay an ASI fee, which provides them with that access as part of taking a class.

Dr. Dabbs noted that the bowling lanes are not open all day, typically opening at 11:30 AM, and the class schedule is being arranged to avoid disrupting normal hours, in addition labor costs are associated with keeping the lanes functioning, including the need for personnel to address potential issues and ensure lights are operating. The initial billing included costs for electricity, which might not be used during class times. Furthermore, highlighted that students are not provided free access to bowling; instead, there is a normal fee structure in place where students are charged for rentals and lanes, with an average cost of around \$5 for shoes and an hour of bowling. Emphasized that these fees contribute to the overall costs when factoring in the class's regular meeting schedule.

Mr. Fajardo clarified that ASI and SMSU fees are separate, since they are two separate entities.

Ms. Lopez inquired whether there would be any additional course materials that students would need to purchase out of pocket, aside from the fees already discussed.

Dr. Dabbs clarified that students would not need to pay anything out of pocket for additional materials, as all necessary equipment is included in their course registration.

Ms. Lopez expressed her concern regarding additional costs for students, emphasizing that as a student herself, she understands the burden of tuition fees. She noted that many students are dissatisfied due to the increase in tuition. Asked what can be done to better support students.

Mr. Bungard clarified that the additional cost for the course would be included in the tuition fees, meaning students would not have to pay separate amounts, such as \$30, upon attending class.

A roll call vote was conducted as follows:

In Favor: Reitzel, Badulis, Bungard, Guijarro-Ledezma, Root, Villaruel, Rendon, Rodriguez, Mahadevan, Fullam, Fajardo.

Opposed: None.

Abstentions: Lopez and Smith.

Passed (11/0/2).

7) M/S Lopez/Fullam KINE 1700 – Special Topics Activity

Dr. Nicole C. Dabbs, Professor and Chair of Kinesiology, presented the miscellaneous course fee.

This is an existing requirement for all Kinesiology activity courses however this is a new activity course the department is offering.

Activity courses require field space, equipment, cleaning supplies, etc. in order to make the student experience safe and educational. The charge (\$7.50) is needed to balance the costs of purchasing new equipment due to wear and tear, being out of date, and/or unsafe. Cleaning supplies are also required to ensure a safe and clean environment for students that participate in activities. In addition, students get a T-shirt in the class to participate in while they're being physically active.

Mr. Fajardo asked if these courses serve as a broad umbrella for various specific topics that a professor might wish to teach?

Dr. Dabbs informed that across all departments, special topic courses allow for the rotation of subjects. She explained that these courses can vary based on an instructor's expertise or student demand, facilitating quicker approval processes for timely offerings. Mentioned that the approach enables exploration of new ideas, such as martial arts or mindfulness classes, before committing to permanent courses, gauging student interest effectively.

Passed unanimously.

M/S Fullam/Reitzel: Move to add 2 student members to the committee selected by the ASI President Carson Fajardo.

Mr. Rendon inquired whether the motion pertains to ASI Board members or ASI House Board members.

Dr. Fullam clarified that the appointment of student representatives would be at the discretion of the ASI President, allowing for flexibility in the selection process.

Mr. Fajardo asked confirmation whether the current discussion about adding new student representatives are in order or how similar discussions had been handled in the past; what is the recommendation?

Mr. Morfin recommended proceeding with the vote but suggested that it should be contingent upon reviewing the bylaws to ensure alignment with them.

M/S Fullam/Guijarro-Ledezma: Move to withdraw the first motion and add two student representatives to the committee, to be selected by the ASI President, with the condition that after the vote, the bylaws will be reviewed to ensure compliance.

A roll call vote was conducted as follows:

In Favor: Reitzel, Badulis, Bungard, Guijarro-Ledezma, Root, Lopez, Villaruel, Rendon, Rodriguez, Mahadevan, Smith, Fullam.

Opposed: None.

Abstentions: Fajardo.

Passed (12/0/1).

8) Closing Remarks

There were no closing remarks.

9) Adjournment

ASI President, Carson Fajardo, adjourned the meeting at 3:06pm.