Approved Minutes of

STUDENT FEE ADVISORY COMMITTEE MEETING

A239 Murphy Hall

Thursday, January 16, 2014

**Attendees Present:**

Graduates: Alison Winje (Chair), Randy Mai, Annie Blomberg,

Undergraduates: Moneel Chand, Janay Williams, Jazz Kiang, Jas Kirt

Administration: Christine Wilson, Director, GSRC

Maureen Wadleigh, Associate Director, CRA

Nancy Greenstein, UCPD

Faculty: Kym Faull, Prof. in Residence

Ex-Officio: Rebecca Lee-Garcia, Academic Planning and Budget

Advisor: Marilyn Alkin

Guest: Glyn Davies, Associate Vice Chancellor  
Academic Planning & Budget

Absent: Theresa Stewart

**Call to Order:**

* The meeting was called to order at 10:03 a.m.

Handouts:

**SFAC Unit Review Rubric** 2012

**SFAC Unit Review Rubric** 2013

**IEI Fee Structure Proposal**

A motion to approve the agenda was made and seconded. The motion passed unanimously.

A motion to approve the amended minutes was and seconded. The motion passed unanimously.

**Allison Winje**-met with Mitra to talk about the shared online folder. It sounds simple to set up. It will require downloading an app for remote access but the app is free now. You should be getting an e mail with directions to set up account before the next meeting.

**IEI Discussion**

**Rebecca Lee-Garcia** distributed projected numbers if the IEI fee structure was changed to include all undergrads at a reduced rate, in accordance with his proposal from the last meeting. Some grad students currently are taking undergraduate courses and are paying the IEI fee. Those grad students would not pay the fee under the new proposal in order to avoid the problem of confirming who is in a course and then charging them the fee six weeks into the quarter.

The question of requiring all grad students to pay the IEI fee has to be separate from the issues of the IEI fee for undergraduates.

**Rebecca** explained that Glyn Davies asked the committee members to write down questions so he could address them with the committee next week.

**Rebecca** clarified IEI does not go to wireless. Wireless charges are paid by departments based on the number of FTE’s in the department.

**Christine Wilson**- hoping that SFAC’s letter addresses our concerns re: broadly interpreting the course materials fee.

**Christine** and **Moneel Chand** expressed willingness to write the letter regarding the recommendation on this proposal.

A motion was made to recommend accepting the changes to the IEI fee as proposed by Glyn Davies. The motion was seconded and later tabled to give the committee a chance to discuss its questions with Glyn Davies at the next meeting. The questions are: the scope of what the IEI fee covers, if the Undergraduate Council should be consulted re: the proposed change, and the impact the IEI fee change would have on part time students, students/departments who do not take courses which benefit from the IEI, and students taking independent studies & tutorials.

**Rebecca** said people can email her with additional questions before the next meeting.

Announcements

**Alison** encouraged new members to ask her if they had questions regarding the evaluation questionnaires. If you have additional questions about the units after you meet send the questions to me and I will send them to the unit heads.

**Marilyn**-SFAC meeting next week with be at 9am in 3135. The Executive Management Group in Student Affairs will be here from 10-11.

A motion to adjourn was made, seconded and unanimously passed at 10:38 am.