STUDENT FEE ADVISORY COMMITTEE MEETING

A-239 Murphy Hall

Wednesday, December 10, 2014

**Attendees Present:**

**Graduates:** **Theresa Stewart (Chair), Erik Peña, Nicole Robinson, Michael Soh**

**Undergraduates: Moneel Chand, Alexia Gonzalez, Janay Williams, Angela Yip**

**Faculty: Thomas Vondriska, Associate Professor (Faculty Rep)**

**Administration: Christine Wilson, Director, GSRC**

**Maureen Wadleigh, Associate Director, CRA**

**Nancy Greenstein, Director of Police Community Services**

**Advisor: Marilyn Alkin**

 **Rebecca Lee-Garcia, Academic Planning and Budget (Ex-Officio)**

**Call to Order:**

The meeting was called to order at 4:05 p.m.

1. **Approval of Agenda**
	* 1. A motion was made by ***Nancy Greenstein*** to approve the 12/10/2014 agenda and seconded by ***Erik Peña***. The vote was unanimous.
2. **Review of Handouts**
	* + 1. Student User Fee Application and Robert Gould’s responses
			2. Course Material and Service Fee Request
			3. SFAC Minutes from 12/03/14
3. **Review of Minutes and Process**
	* 1. ***Theresa Stewart*** requested that SFAC members check their statements in the minutes and send updates and changes.
		2. A motion was made by ***Angela Yip*** to approve the 12/03/2014 minutes as corrected with edits by ***Theresa Stewart*** and seconded by ***Nicole Robinson***. The vote was unanimous.
4. **Student User Fee Request- Robert Gould’s Responses- “DataFest”**
	* 1. ***Nicole Robinson*** summarized that the student group is a registered organization but did not state the name, the other funding sources such as CPC are restrictive towards food and t-shirts, the Stats department takes a larger responsibility and collaborates with a national organization for this event than SFAC interpreted from the original request, and the fee addresses the concern of participants registering and not attending.
		2. ***Theresa Stewart*** reviewed the User Fee policy. ***Theresa Stewart’s*** concern was that the event was mainly organized by the students when the policy states that the event should be planned by the department.
		3. ***Christine Wilson*** stated the benefit overlooked by the organizers such as removing the room rental fees because of collaboration with the student organization.
		4. ***Angela Yip*** asked for more clarification about why there is a problem with charging a fee for the event. She believes the event does not appear to be student led and it benefits students.
		5. ***Erik Peña*** believes this event is a great opportunity outside of the classroom for students.
		6. ***Nancy Greenstein*** moves to approve the user fee. ***Nicole Robinson*** seconds.
		7. ***Nancy Greenstein*** believes the fee is a valid request because it addresses their need regarding food costs and items provided to the participants.
		8. ***Nicole Robinson*** doesn't believe SFAC should be concerned with future abuse of this user fee policy because SFAC now has debate on record and future requests from other departments must also go through SFAC.
			1. ***Theresa Stewart*** believes approving this request does set a precedent. ***Theresa Stewart*** understands the rationale of the request but has concerns that the students are the key organizers, and if so, they should plan more efficiently to and lower costs in order to avoid charging fees to students.
			2. ***Angela Yip*** agreed that student led programs find a way to create events without charging fees. However, if the department is requesting this fee to confirm attendance, then it seems reasonable.
		9. ***Thomas Vondriska*** stated that the fee is a way to ensure people will show up to the event. The cost is based on principal rather than amount. Also, students are not being forced to pay unless they wish to attend.
		10. ***Janay Williams*** asked whether this department will continue to charge the students the years following. ***Rebecca Lee-Garcia*** stated that if SFAC approves this request, the group may charge the same fee in the following years but do not have to charge if they do not wish to.
		11. ***Erik Peña*** addressed that one of his classes required students to pay a deposit to participate on a field trip to ensure attendance. He thinks that this is a smart way to plan the program to ensure attendance, but is unsure if this current fee request would cover the lack of attendance.
		12. ***Christine Wilson*** supports this request because it is one of her priorities to have academic departments collaborate and create more events with students and student groups.
		13. ***Nicole Robinson*** calls the question to vote. All agree to vote. Results from the vote-
			1. In favor: 8
			2. Against: 1
			3. Abstain:3
			4. The user fee was approved. ***Michael Soh*** will write a draft letter to the Chancellor and SFAC will review the draft in January.
		14. ***Moneel Chand*** abstained because the precedence creates an opportunity that has the potential to be abused.
5. **Course Material Fee**
	* 1. ***Rebecca Lee-Garcia*** stated that this request is being moved forward because it is a summer course and needs to be put on the Registrar by late January.
		2. The fee request includes a $55 fee per student for the lab materials and a survey from students.
		3. ***Nancy Greenstein*** is hesitant regarding the charge for safety equipment because safety should be provided by the university. It was clarified that the fee would go towards the lab coat cleanings and coats are kept in the lab.
			1. ***Janay Williams*** stated that most students would already purchase their lab coats.
			2. ***Moneel Chand*** stated that the lab coats cost about $25-$35. He asked why gloves cost $6000. ***Thomas Vondriska*** stated that people need to change gloves a number of times in each class.
			3. ***Thomas Vondriska*** believes it is better to leave the lab coat in the lab because of the chemicals. Coats in his lab are professionally cleaned.
		4. ***Michael Soh*** observed some discrepancies in the survey specifically the negative responses to the idea of charging students $30 and the proposed fee is $55.
		5. ***Thomas Vondriska*** believes that the fee is modest as it doesn't take into account other costs such as infrastructure fees and lights in the buildings.
		6. ***Christine Wilson*** is concerned that the room rental is not stated and the use of room is ambiguous. ***Thomas Vondriska*** believes that room cost is not included in this fee but more for the supplies. He is against charging students to pay for space and personnel. SFAC will ask for clarification.
		7. ***Nicole Robinson*** stated that from the survey, the image software was not well utilized and wonders if they were no longer going to use it. ***Thomas Vondriska*** stated that the fee would not go towards the software and the computer models would continue to be used in the course. ***Thomas Vondriska*** believes that there is significant value towards having students participate in the lab versus online.
		8. ***Christine Wilson*** stated that these fees may seem low, however if courses continue to add fees, total fee costs for students become significant.
		9. ***Nicole Robinson*** asked if some of the items can be frozen to save to be used the next year. ***Thomas Vondriska*** confirmed that it could be stored if they had space to store the items.
		10. ***Rebecca Lee-Garcia*** will communicate SFAC’s questions and SFAC will decide in January.
6. **Select meeting day and time**
	* 1. Winter quarter meetings will be on Tuesdays from 2-4pm in A-239 Murphy Hall. The first meeting will be on 1/6/2015.
			1. ***Alexia Gonzalez*** will be absent due to a class conflict.
			2. ***Thomas Vondriska*** will try to make as many meetings depending on his schedule.
			3. ***Nicole Robinson*** will be able to attend the second half of the meetings.
7. **Template Unit Review/Funding Request Subcommittee**
	* 1. ***Theresa Stewart*** requested that the Unit Review and Funding Request subcommittees meet separately to edit or create rubrics for the Unit Review and Funding Request at the beginning of winter quarter.
8. **Announcements**
	* 1. None
9. **Adjournment**
	* 1. Motion was made by ***Nicole Robinson*** and seconded by ***Alexia Gonzalez*** to adjourn the meeting. This vote was unanimous.
		2. Meeting was adjourned at 4:56pm.