

**FEE ADVISORY COMMITTEE  
MINUTES  
April 2, 2004**

Members Present:

Jason Spencer, Co-Chair	Associated Students Representative
Amy Wingfield	Associated Students Representative
Cheryl Moore	Staff Representative
Brittany Davison	Associated Students Representative
Kendra Hooper	Associated Students Representative
Gregory Roberts	Academic Senate Student Affairs Comm. Rep.

Guest/Proxy Present:

Matthew James	Geology Faculty
Rolfe Erickson	Geology Faculty
Jonathan Brown	Geology student
Mike Grass	Geology student
Nathan Swanson	Geology student
Liz Close	Department Chair of Nursing
Becky Cohen	AC for Dept. of Nursing
Bruce Peterson	Senior Program Specialist of Testing Service

Members Absent:

Brad Mumaw	Proxy for Catherine Nelson
Ethan Lamoureaux	Associated Students Representative
Catherine Nelson	Chair of Academic Senate

Staff Present:

Katie Pierce, Co-Chair	Committee Staff, AVP for Academic Resources
Kelly K. Mackura	Staff Support, Administrative Assistant

Staff Absent:

Larry Furukawa-Schlereth	Committee Staff, VP for Administration & Finance
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**MATERIALS DISTRIBUTED**

Agenda (e-mail)  
Minutes for March 19<sup>th</sup> (e-mail)  
Social Science Subject Matter Preparation Program suggested fee (hardcopy handed out at March 19<sup>th</sup> meeting)  
Re-review Geology 304, 308, 418, 420, 496 course fee increase (hardcopy handed out at March 19<sup>th</sup> meeting)  
Testing Services Fee increase and new few (hardcopy)  
Nursing fee proposal for NURS 550B, NURS 205, Nursing Program fees, and badge replacement fee (hardcopy)

## MEETING AGENDA

- I. Review March 19<sup>th</sup> minutes
- II. Review Fee Proposals
  - Field trip fee increase for GEOL 420, 418, 412, 304, 308, 496: Matthew James (T.C. 2:15pm)
  - Re-review Social Science Subject Matter Preparation Program: (T.C. 2:35pm)
  - Nursing Fees: Liz Close & Becky Cohen (T.C. 2:50pm)
  - New & increased test fees for the Testing Center (T.C. 3:05pm)
- III. Plans for IRA Hearings
- IV. Adjourn

Katie Pierce called the meeting to order at 2:05pm

### I. Review March 19<sup>th</sup> minutes

It was **Moved, Second, and Passed** (unanimously) the minutes of March 19<sup>th</sup> 2004.

### II. Review Fee Proposals

**Field Trip fee increase for GEOL 420, 418, 412, 304, 308, 496-** Professors Matt James and Rolfe Erickson brought along students Mike Grass, Jonathan Brown, and Nathan Swanson to discuss the reasons why the fees should be increased. Grass, President of the Geology club, campaigned for the fee increase, stating that students he has talked to support it. He strongly feels that these field trips are essential to the distinctiveness of the Geology program, with the understanding that some departments are more costly than others. Swanson, Geology and Chemistry major, views the field experience as essential to the program. The students get a lot out of the field experience because Geology happens outside the classroom.

**Action taken:** After much deliberation, the FAC **Moved, Second, and Passed** (unanimously) to recommend the Geology courses fee increase for AY 2004-2005 and AY 2005-2006, with the provision that the fees are returned to 2003-2004 levels, absent a proposal and recommendation from the FAC in Spring 2006.

*Due to schedule conflicts, the FAC modified the agenda, moving re-review the Social Science Subject Matter Preparation Program to the last item.*

**Nursing fee increase for N550B, N205, and nursing materials-** Liz Close, Chair of the Nursing Department and Becky Cohen, Administrative Coordinator summarized and presented three proposals to the FAC. The first proposal (N205 lab) represents no additional cost to the students, but combines fees for two courses, N204 and N205, into one where the lab exercises have been consolidated. This change supports curricular redesign. The fees will only be collected in the Fall semester. The second proposal is a single Nursing program fee, connected to a full year of study in the Nursing program. This fee covers the cost of program participation necessities (individual liability insurance, identification badges, uniform patches, and ATI progress-testing fee). Replacement fees for the ID and patches will be separately applied. The last proposal is for N550B, a clinical experience course teaching the Family Nursing Practitioner students to master the skill of suturing. The cost to the

department per student in the course is \$68. They would like to raise the course fee from \$18 to \$25 for suturing kit and lab supplies.

**Action taken:** The FAC **Moved, Second, and Passed** (unanimously) to recommend all Nursing course fees as proposed.

**Testing Services new and increased fee proposal-** Bruce Peterson proposed an increase in the fee for the Meyers-Briggs test, to \$16 due to increased cost of the test instrument and scoring. This Fall 2004, Peterson wants to offer a new test called “The Major/Minor Finder”, for a \$5 fee. This test will be of use to many Freshman and Sophomore students who are in search of a major. Testing Services hopes to promote this new test in the Freshman Seminars. According to Peterson, 40% of incoming freshman are undeclared. This will not be a mandatory test, but the faculty may be interested in requiring their students to take it. The web is an alternative way to take “career” tests for free; EOP students will not have to pay a fee to take this test.

**Action taken:** The FAC **Moved, Second, and Passed** (unanimously) to recommend the new and increased testing fees as proposed.

**Re-review the Social Science Subject Matter Preparation Program-** Pierce recapped the Social Science proposal, recalling the request to charge SSU students \$25 and non-SSU students \$50 for receiving single subject matter assessment services. The FAC reviewed an e-mail received from Robert Karlsrud modifying the original proposal and recommending that only non-SSU students pay a fee, \$60. The assessment services would continue to be free to SSU students, making our procedures consistent with other CSUs in the Northern California region.

**Action taken:** The FAC **Moved, Second, and Passed** (unanimously) to recommend the \$60 fee charge for the assessment into the Social Science Subject Matter Program.

**Action taken:** Through the Social Science Subject Matter proposal, it was brought to the attention of the FAC that the English department is already charging an assessment fee for their English Subject Matter Preparation program without being presented before the FAC. Pierce will follow-up with the English department regarding this matter.

### III. **Plans for IRA Hearings**

Pierce informed the committee that appointments are being scheduled as IRA programs submit their proposals. The sessions will begin on Friday, April 23 from 12:30-4:00pm, and continue Saturday, April 24 from 9-4 pm, and Sunday April 25 from 9-4pm. A proposal packet including confirmation of the schedule will be sent to the members prior to the sessions. Continental breakfast and lunch will be provided for Saturday and Sunday.

### IV. **Adjourn**

Pierce adjourned the meeting at 4:00 pm

Respectfully Submitted,  
Kelly Mackura