

**FEE ADVISORY COMMITTEE
MINUTES
May 14, 2004**

Members Present:

Cheryl Moore	Staff Representative
Brittany Davison	Associated Students Representative
Kendra Hooper	Associated Students Representative
Gregory Roberts	Academic Senate Student Affairs Comm. Rep.
Brad Mumaw	Proxy for Catherine Nelson
Dana Balicki	Proxy for Amy Wingfield

Members Absent:

Chris Fadeff	Proxy for Ethan Lamoureux
Jason Spencer, Co-Chair	Associated Students Representative
Amy Wingfield	Associated Students Representative

Guest

Rand Link	Vice President of Student Affairs
Bill Fusco	Director of Athletics
Jeff Langley	Chair of Center for Performing Arts
Kim Hester-Williams	Professor of English

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 (email)
Minutes from April 30th meeting (email)
Minutes from April 23-25 IRA Hearings (hard copy)
Budget Planning Recommendation Sheet (hard copy)
Revised course fee policy draft (hard copy)
English Single Subject Evaluation Program description (email)
English Evaluation Procedure description (email)
English Single Subject Misc. Trust form (hard copy)
VOLT Clarification (hard copy)

MEETING AGENDA

- I. Review April 23-25th and April 30th Minutes
- II. Second reading of course fee policy
- III. Consideration of Supplemental IRA Allocation
 - Athletics: Rand Link and Bill Fusco (T.C. 9:30am)
 - CPA: Jeff Langley and Floyd Ross (T.C. 9:50)
- IV. Finalize 04/05 IRA Recommendations to President
- V. English Single Subject Matter Program assessment fee-
Kim Hester-Williams (T.C. 10:45)

Katie Pierce called the meeting to order at 9:08 am. Morning refreshments were served.

I. **Review April 23-25th and April 30th minutes**

It was **Moved, Second, and Passed** (unanimously) to adopt the minutes of April 23-25th and April 30th, 2004.

II. **Second reading of course fee policy**

Pierce distributed a revised copy of the course fee policy, highlighting the new additions she made to the document in Section III item E and Section IV item C.

It was **Moved, Second, and Passed** (unanimously) to adopt the revised course fee policy with the typographical corrections.

III. **Consideration of Supplemental IRA Allocation**

Athletics - Rand Link, Vice President of Student Affairs and Bill Fusco, Director of Athletics gave the FAC an overview of their budget situation and described how the reduced IRA allocation would affect the program. In order to meet NCAA regulations and requirements, the mix of participants must be 51% women and 49% men. Adding the Women's Water Polo team this year brought the program into compliance. Fusco explained that the budget cuts raise risk management and safety issues. Athletics is required to have a certified trainer onsite at all the home games, yet with the pending budget cuts, Athletics may be forced to terminate a certified trainer position, which puts sports like soccer and baseball at a higher risk of injuries. Athletics relies mainly on fundraising to achieve the NCAA requirements for scholarships. *The Committee recommends a supplemental allocation of \$50,000 to Athletics.*

Center for Performing Arts – Jeff Langley, Department Chair of Center for Performing Arts explained that he has already cut 10% of the overall budget from various programs in CPA and honestly stated that CPA could continue to run their program successfully without the additional supplement. Langley plans to do more shows at a smaller scale production. However, a supplement would allow CPA to restore \$4000-5,000 in student assistant salaries, increasing the opportunities for students to work in productions and CPA could also realize their hope of staging a major musical next year. *The Committee recommends a supplemental allocation of \$10,000 to the Center for Performing Arts to cover equipment costs and student labor.*

Extended Hours at the Library – *The Committee recommends a supplemental allocation of \$15,000 to open the library half an hour earlier in the Fall 2004 semester.*

IV. **Finalize 04/05 IRA Recommendations to President**

At the April 23-25 presentations and in discussions that followed, the relationship between VOLT and SSU seemed unclear. Questions centered around the flow of funding to support VOLT, receipts from sale of the magazines and role of Pacific Film and Literary Association in the production and financing. Pierce presented an e-mail communication between Dean William Babula, Arts & Humanities and Gillian Conoley, English faculty and Project Advisor, indicating that VOLT is a collaboration between SSU and Pacific Film and Literary Association. The Committee agrees that VOLT is a great opportunity for students, however,

lines of responsibility and flow of finances remained sufficiently unclear that the Committee felt IRA funds should not be directed to support VOLT at this time. Pending further discussion between Appropriate Administrators, the Committee recommends the funding \$2,000 for the publication of ZAUM and reconsidering funding for VOLT in the fall when clarifying information is available.

V. **English Single Subject Matter Program Assessment Fee**

Professor Kim Hester-Williams presented to the FAC the purpose of the credential assessment fee. Due to the significant increase in assessment requests and inquires for the English Single Subject waiver, the English Department implemented a fee to compensate the evaluators' time. The Single Subject Committee will review the records of 20-40 graduating SSU seniors requiring a waiver letter per year. Non-SSU students make up the larger pool of inquiries regarding single subject waivers. Because review of their records are the most time-consuming, the English Department most desires approval for the \$60 fee for that service. It would not be detrimental to the program if they did not receive a fee from SSU students.

Action Taken: The committee recommends that the English Single Subject Matter Program Assessment Fee charge non-SSU students \$60 and no charge to SSU students.

VI. **Adjourn**

Pierce adjourned the meeting at 11:04 am

Respectfully Submitted,
Kelly K. Mackura