

**FEE ADVISORY COMMITTEE  
MINUTES  
September 29, 2005**

Members Present:

Nadir Vissanjy, Co-Chair	Associated Students President
Matthew Lanza	Associated Students Senator of Bus. & Econ.
Steven Campbell	Associated Students Vice-President of Finance
Jessica Jones	Associated Students Representative At-Large
Gregory Roberts	Senate Student Affairs Comm. Representative
Cheryl Moore	Staff Representative
Elizabeth Stanny	Chair of Academic Senate

Members Absent

JC Abajian	Student Union Representative
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Staff Present:

Katie Pierce, Co-Chair	AVP for Academic Resources
Sue Hardisty	Committee Staff

**MATERIALS DISTRIBUTED**

- Agenda
- Binder with the following inserts:
  - Meeting Dates,
  - Committee Charge and Membership,
  - Executive Order 740,
  - 2005-2006 Schedule of Fees,
  - Recommendations for Allocation of 2005-2006 Instructionally Related Activity Funds,
  - Education Code – Section 89230,
  - Criteria for Defining a Program as an Instructionally Related Activity,
  - Fee Advisory Committee: Activities with Respect to a Fee Referendum Policy,
  - Course Fees Policy,
  - Executive Order 799 (Campus-Based fees for Study Abroad Programs),
  - California Veteran Dependent Fee Waivers,
- Copy of School of Extended Education Fees for Summer and Fall 2005
- Copy of 2004/05 CSU and Comparison Institution Student Fees
- IRA Summary Projection of 2005-2006

**MEETING AGENDA**

- I. Welcome and Introductions
- II. FAC Committee Charge and Guidelines
- III. Issues for Committee This Year
- IV. Review of Extended Education Fees – Summer and Fall 2005
- V. Status of Heritage Month Lecture Series

Katie Pierce, Co-Chair, convened the meeting at 1:12 p.m.

I. and II. **Welcome and Introductions, FAC Charge and Guidelines**

Katie Pierce welcomed back returning members and greeted new members. She explained that she co-chairs this committee with ASI President, Nadir Vissanjy. Each person present introduced themselves and stated their role on the committee. Pierce directed committee members to look at the Charge of the Committee. She explained that each campus President establishes a Fee Advisory Committee to advise him/her on committee issues. Executive Order 740 defines the authority with regard to student fees. The FAC's main responsibility is to advise the President regarding any fees charged to the campus community. The second responsibility of the committee is to prepare and distribute materials with respect to a fee referendum. She further explained that the FAC reviews proposals for all kinds of fees including course fees, parking fees, and testing fees and makes a recommendation to the President.

Next the committee reviewed the 2005-2006 Schedule of Fees. Pierce explained that the Resident fees are fees which require a referendum and that all of the fees listed are fees that had been reviewed by FAC when they were instituted or changed.

Pierce then directed the committee's attention to the IRA Program tab in the binder which contained the Recommendations for Allocation of 2005-2006 Instructionally Related Activity Funds. Each SSU student pays \$180/semester for IRA fees. Pierce invited comments from returning members about their experience with the IRA program. Moore and Vissanjy stated that you learn a lot about campus programs through the IRA proposal review process. Pierce gave a little report on the history of IRA fees. In 1978/79, IRA fees were \$5/semester. In 1988 and 1992 fees increased to \$10/semester and \$15/semester respectively. In 1994, fees went up to \$85/semester to offer significant support to the Athletics Program, Library Extended Hours and the Children's School. Allocation of IRA fees is guided by Education Code Section 89230 and criteria established here at SSU.

Next Pierce reviewed with the committee the IRA Summary Projection of 2005-2006 document. After taking into account the prior year IRA balance, and projected revenue for this year, it is estimated that there will be a balance remaining of \$403,246 after 05/06 allocations are distributed. CFO, Larry Furukawa-Schlereth recommends a reserve of close to \$900,000 however Pierce reports that he has agreed that it is appropriate to build the reserve gradually. Since enrollment was less than expected, the reserve won't be increased by as much as we anticipated. It will be increased by \$10,000 instead of \$50,000. By April, the FAC will know exactly what the IRA revenue will be.

III. **Issues for Committee This Year**

Pierce identified three issues that will likely come before the committee this year.

1. A returning issue that needs to be resolved promptly is the issue of club teams and eligibility for IRA funding. Pierce will put this on the next agenda so that resolution can be achieved by November when the committee puts out the call for eligibility to the campus.

Pierce explained that in November of each year, academic programs are invited to apply for IRA eligibility. If they are determined to be eligible, they are then invited to apply for IRA funding. The FAC spends a weekend in April listening to all of the various program proposals for IRA funding. Then the committee makes a recommendation to the President regarding allocation of IRA funds.

2. Another issue is Commencement funding. At the President's Budget Advisory Committee meeting, there was a suggestion for figuring out why Commencement ran short of funds and if we need

to raise fees to cover the cost. Roberts asked if students currently pay Commencement fees and Pierce explained that such fees are included in the Consolidated Service Fees.

3. The last item that is expected to come before the FAC this year is the setting of fees for special events parking.

#### IV. **Review of Extended Education Fees**

Pierce explained to the members that it is customary for FAC to review Extended Education fees. The committee is not required to make a recommendation about them but is invited to comment to the President if they feel it is warranted. The committee reviewed the fee schedule noting that fees are the same as last year with the exception of courses being offered for the first time this fall.

<http://www.sonoma.edu/aa/ar/fac/facminutes.shtml>

#### VI. **Heritage Month Lecture Series**

Vissanjy reported that although Darius Spearman, Coordinator of the Heritage Month Lecture Series, is no longer working here, the Heritage Month Lecture Series is in full operation. Dean Leeder is the faculty advisor and Bruce Berkowitz will coordinate the series until a replacement for Spearman is hired. Arrangements have already been made to bring speakers to campus and the Intercultural Center staff is handling the program operations. The committee then discussed the costs to bring speakers to campus. High-profile speakers command \$7,000 - \$15,000 which covers the cost of travel, food, lodging and the speaker's time and expertise.

Pierce asked the committee if they wanted pizza at FAC meetings. Following discussion it was generally agreed that food and beverages would not be a regular part of the meeting, although an occasional treat may appear.

As an item of interest Pierce distributed 2004/05 CSU Comparison Institution Student Fees document which compare mandatory fees systemwide. Members commented on the significant variation among campuses in all the fee categories. Stanny wondered which campuses had high numbers of students living on campus and if that might have something to do with fee levels particularly for services used by student residents.

Pierce closed the meeting by asking members to note future meetings on the schedule.

Meeting adjourned: 1:58 pm

Respectfully Submitted,  
Sue Hardisty