

**FEE ADVISORY COMMITTEE
MINUTES
October 9, 2007**

Members Present

Whitney Diver
Joel Metzger
Maureen Buckley
J.C. Abajian
Tristan Kelley
Katie McCormick
Danielle Lusebrink

Associated Students President
Associated Students Senator, Social Sciences
Academic Senate Student Affairs Committee Liaison
Student-at-Large
Associated Students V.P. of Finance
Staff Representative
Student-at-Large

Members Absent

Tim Wandling

Faculty Chair, Academic Senate

Staff Present

Katie Pierce, Co-Chair

Committee Staff, AVP for Academic Resources

Meeting Agenda

- I. Minutes of September 18, 2007
- II. Review Chancellor's Response to Request for Judicial Fee & Course Fee for Nursing 480
- III. Review Calendar of IRA dates
- IV. Review Application for 08/09 Eligibility
- V. Report on Ropes Course Project

MATERIALS DISTRIBUTED

Agenda
Minutes of September 18, 2007 meeting
Letters from Chancellor Reed to President Arminana, July 17, 2007
July 20, 2007; excerpt from EO 970
Calendar of dates for IRA applications
Application for IRA eligibility
Letter to FAC from Ryan Hammes regarding Ropes Course Proposal;
fee schedules

Katie Pierce convened the meeting at 3:50. A quorum was present, including Danielle Lusebrink, the recently appointed fifth student member of the Committee. Members introduced themselves.

I. Minutes of September 18, 2007 - Minutes were predistributed electronically and presented in hardcopy. Maureen Buckley pointed out an error in the meeting starting time which is corrected to read 4:05. There being no other corrections, it was moved, seconded and passed by affirmation that the minutes be adopted.

In a brief discussion it was agreed that the Chair will provide hardcopy of all materials for the meetings. Documents will be distributed electronically before the meeting whenever possible.

II. Review of Chancellor's Response to Request for Judicial Fee and Course Fee for Nursing 480.
Katie referred to the Letter of June 20 from Chancellor Reed to President Arminana that denies SSU's request to implement a fee for Nursing 480, Health, Sexuality and Society. Katie indicated that the Chancellor's Office appears to be taking a much narrower interpretation of what may be allowed as a course fee. Members expressed their views that the proposed course fee seemed entirely consistent with the purposes explained in the Chancellor's letter, yet the request was denied. The Committee wondered if there is an appeal process or any further recourse. Katie was asked to contact Mr. Rideau (contact named in the letter) and explore the matter.

The July 17th letter denied SSU's request to establish a judicial fee, indicating the fee is a punitive fine and thus not among the sanctions permitted in Executive Order 970. The Committee reviewed the pertinent Article of EO 970. Following discussion about whether the fine might be considered restitution (which is a permissible sanction) the decision was accepted with no further follow-up.

III. Review Calendar of Dates for IRA Process - Katie directed attention to the IRA Application Timeline for 2008/2009 and, for benefit of new members, provided additional information about the IRA process. J.C. wondered if the one month indicated on the calendar would be sufficient time for new programs to develop an application. Katie indicated that it would likely be possible to release the application before the proposed date of October 22 and she will do so as soon as possible. Maureen Buckley suggested sending an advance notice to Program Directors so that they can anticipate the call for funding proposals in January. Referring to the weekend slated for application presentation and review, Tristan Kelley asked if others thought that provided sufficient time for deliberation. He felt that last year's process seemed rushed considering the amount of funding at stake, and may not have examined closely enough programs use of current awards. J.C. found the accountability measures portion of the application useful in evaluating the use of funds. Katie pointed-out that use of funds in the current year is an element of the budget presentation. She also said it would be possible to continue deliberations at a meeting after the weekend session and delay slightly the recommendation to the President. Maureen wondered if the committee has used a rating system for proposal review in the past. It has not, but that may be something to consider. Joel Metzger wondered if the Application for Eligibility is available electronically. Katie said that it is. She electronically distributes the call for applications (along with Ed.Code Section 89230 and SSU Criteria for Defining a Program as an Instructionally Related Activity) to Deans, Department Chairs, Vice Presidents and Associated Vice Presidents. She invited ideas for additional distribution.

IV. Review Application for 08/09 Eligibility – The Committee reviewed the Application and suggested the following changes: Replace “Designated Academic Department” with “Department/Unit” and eliminate the reference to “SAEM” in the signature section.

V. Report on Ropes Course Project – Pages 8-11 of the agenda packet were materials submitted by Ryan Hammes regarding the Adventure Programs' low ropes course that was awarded \$27,000 this year. In a letter he explained that, as he moved forward with plans for construction, it became clear that the cost would be considerably more than originally estimated. An additional \$18,100 would be required. Also, if the project does go forward, Mr. Hammes wishes the committee to reconsider the stipulation that the course be available free to SSU students and groups. Members were disappointed to learn that the original estimate fell so far short. Tristan recalled that in order to fund the proposal, which was presented last year as an all-or-nothing proposition, the Committee had had to draw upon reserves. Katie Pierce commented that it is very likely that revenue will significantly exceed projections since enrollment targets for fall have been exceeded.

Following significant discussion it was agreed that the Committee would like to hear an updated Ropes Course proposal, including the following: assessment of demand from on- and off-campus groups, information about what other ropes courses are available in our area; a statement regarding on-going costs and plans to cover such costs; efforts to secure partial funding from other sources. Katie is asked to communicate with Mr. Hammes and schedule a time for him to attend a meeting in the near future.

The meeting adjourned at 4:55 p.m.

Respectfully Submitted,
Katie Pierce, Chair
Assoc. Vice President for Academic Resources