

**FEE ADVISORY COMMITTEE
MINUTES
February 06, 2004**

Members Present:

Jason Spencer, Co-Chair	Associated Students Representative
Amy Wingfield	Associated Students Representative
Ethan Lamoureaux	Associated Students Representative
Brigitte Lahme	Senate Student Affairs Comm. Representative
Kendra Hooper	Associated Students Representative

Members Absent:

Cheryl Moore	Staff Representative
Catherine Nelson	Chair of Academic Senate
Brittany Davison	Associated Students Representative

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

In the Packet for February 06, 2004

Agenda (e-mail)
December 19th Minutes (e-mail)

At the Meeting

1 copy of letter of regret and 1 copy of letter of approval of IRA equipment funds
Copies of Art Course fee agreements (hardcopy)
Copies of Art Course syllabi (provided by J.S. Forester)
Draft of IRA Call for Proposal 2004-2005 (hardcopy)

MEETING AGENDA

- I. Review December 19th minutes
- II. Report from Group B
- III. Art Course Fee Increase: John-Scott Forester (T.C. 2:15pm)
- IV. Review Draft for IRA Proposals
- V. Adjourn

Katie Pierce, Co-Chair, convened the meeting at 2:05 p.m.

Action Taken: Catherine Nelson informed Kelly Mackura and Jason Spencer of her absences and has granted Spencer with her proxy through e-mail.

I. **Review December 19th minutes**

It was **Moved, Second, and Passed** (unanimously) to adopt the minutes of December 19, 2003.

II. **Report from Group B**

Amy Wingfield, Chair of Group B, reported that Group B met with Erik Dickson to review advertising ideas and the process for obtaining pro/con statements. Majority of the work will be done at their next meeting and Wingfield confirms that all actions are on track to meet deadlines.

III. **Art Course Fee Increase: John-Scott Forester (T.C. 2:15pm)**

Pierce reacquainted the committee with the course fee definition and offered little history about Art course fees.

John-Scott Forester provided the committee with hard copies of his syllabus and a memo explaining the reasons for a course fee increase to ArtS 103.

Forester went on to explain that students benefit from the class because they learn about shop safety and tool handling by making a wooden toolbox, specifically designed to fit in Art Department lockers. They also receive a comprehensive safety manual. Forester brought the toolbox to show the committee an example of what the students make.

Following discussion, the Committee recommended approval of a fee increase to between \$17 up to \$20.

Action Taken: It was **Moved, Second, and Passed** (unanimously) to recommend the ArtS 103 fee increase, provided that the Student Academic Council agrees to the new figure increase.

As for ArtS 208, ArtS 308, ArtS 455, and ArtS 457, no fee increase was requested. Forester explained that the only change to the original agreement is addition of the option to use the money for field trips in addition to art supplies. It would increase the chances of coordinating a car pool system for students on field trips.

Action Taken: Committee endorsed change to the agreement form to include the additional option of using fee monies for field trips.

IV. **Review Draft for IRA Proposals**

Pierce mentioned to the committee that the Provost office received five applications for eligibility. Review of these applications will be on the agenda for the next FAC meeting.

Lamoureaux pointed out the issue of probable confusion regarding the definition of equipment. He suggests that a footnote be added under the equipment category to further explain that groups should only include requests for essential equipment.

Lahme agrees with Lamoureaux and further emphasizes the importance of reinforcing the committee's definition of equipment at the training in March.

Action Taken: It was brought to the committee's attention that Associated Students would have their lobby day on the same day as the next FAC meeting. After further discussion, the committee agreed to move their February 20th meeting to February 19th, in the Provost conference room, from 5:15-7:00pm.

V. **Adjourn**

Pierce adjourned the meeting at 4:00 pm

Respectfully Submitted,
Kelly K. Mackura