

STUDENT FEE ADVISORY COMMITTEE (SFAC)

Telephone (707) 826-3771

MEMORANDUM

March 30, 2010

TO: Student Fee Advisory Committee (SFAC)
Brandon Chapin, A.S. President
Steven Butler, Student Affairs
Zachary Beshore, Student
Quinn McWatters, Student
Jeff Haag, Faculty
Carol Terry, Business Services
Kristy Eden, Student

FROM: ✓Joan Tyson, Associated Students General Manager

RE: Student Fee Advisory Committee (SFAC) Meeting

Attached is a copy of the proposal for the Materials, Services and Facilities Fee for your review before the SFAC meeting scheduled for Friday, April 2, 2010 at 10:00 a.m. in Nelson Hall East Room 120.

AGENDA

1. Call to Order
2. Roll Call
3. Approval of the Agenda – Action Item
4. Chair's Report
5. Old Business
 - A. Approval of SFAC Minutes #3 dated February 18, 2010 and continued on February 25, 2010 – Action Item
 - B. Review and approval of materials and process for the proposed Materials, Services and Facilities Fee– Action Item
The SFAC Committee will review materials that will be used in educating the student body on the proposed Materials, Services and Facilities Fee. The materials will include: a description and rationale, frequently asked questions, pro and con statements, and a communication plan to discuss the fee with students. The committee will also review issues of process including a timeline, conducting forums and evaluating response from the forums.
7. Announcements
8. Adjournment

Please feel free to contact me if you have any questions or comments about any of these materials. I can be reached at x5410 or jt1@humboldt.edu.

DRAFT

Student Fee Advisory Committee
Humboldt State University

Approved
4.29.2010

April 2, 2010

Minutes # 4

Call to Order

The meeting was called to order at 10:06 a.m. by Zack Beshore in Nelson Hall East Room 106.

Roll Call

Members Present: Brandon Chapin, Zachary Beshore, Kristy Eden, Quinn
McWatters, Jeffrey Haag, Dr. Steven Butler, Carol Terry

Non-Voting Members Present: Joan Tyson

Approval of the Agenda

MOTION: CHAPIN/MCWATTERS move to approve the Agenda dated Friday, April
2, 2010 APPROVED

Chair's Report

Beshore facilitated the introduction of committee members and the guests in attendance.

Old Business

A. Student Fee Advisory Committee Minutes #3 dated February 18, 2010 and
continued on February 25, 2010. – Action Item

MOTION: CHAPIN/MCWATTERS move to approve Student Fee Advisory
Committee Minutes #3 dated February 18, 2010 and continued on
February 25, 2010. APPROVED

B. Review and approval of materials and process for the proposed Materials,
Services and Facilities (MSF) Fee– Action Item
The SFAC Committee will review materials that will be used in educating the
student body on the proposed Materials, Services and Facilities Fee. The
materials will include: a description and rationale, frequently asked questions, pro
and con statements, and a communication plan to discuss the fee with students.
The committee will also review issues of process including a timeline, conducting
forums and evaluating response from the forums.

MOTION: CHAPIN/EDEN move to approve the materials and process for the
proposed Materials, Services and Facilities Fee as revised by the Student
Fee Advisory Committee APPROVED

Dr. Robert Snyder, HSU Provost, was present on behalf of the Materials, Services and Facilities Fee proposal. Snyder explained that discussion regarding the fee proposal began last year with a small working group after the new student fee policy was developed by the Board of Trustees. Snyder explained that historically the campus charged few individual course fees on campus. Snyder stated that the working committee discussed multiple ways to approach the new fee and decided that a college based fee for special programs and college based services would best complement HSU's unique academics programs.

Haag asked Snyder for an explanation on how the fees would be calculated as a "college based" fee. Snyder explained that the fee would actually be a University based fee and that each student would be charged the same amount, dependent on their unit load. The fee would be a category II fee. Nancy Hurlbutt, the Dean of College of Professional Studies, noted that the group that worked on the fee was made up of a faculty member and the Dean of each of the three colleges.

Chapin stated that there are only 28 days before the next SFAC meeting when the fees would be approved and asked the Provost if that would be enough time to get feedback from the campus. Snyder replied that the information will be distributed to the campus through each of the college deans and that feedback would be collected through his website. Chapin noted that the date had already passed to submit a question for the Associated Students ballot by the SFAC Committee, but that the AS Council could place the question directly on the ballot. Butler asked if there would be additional questions on the ballot. Chapin replied that the Instructionally Related Activities Fee increase and the Student Health Center/Counseling and Psychological Services Fee increase would be on the ballot. Chapin also noted that questions regarding the smoking policy would also be included. Snyder stated he supported a ballot initiative and is looking for as much consultation from the student body as possible.

Beshore suggested that the title of the fee be better named so that students would have a better understanding of the purpose of the fee. Snyder replied that he would ensure that the fee would have a name that would make it easily identifiable.

McWatters stated that many students are used to paying a per-class materials fee or purchasing a shop card and are having difficulty understanding how the proposed fee would affect them. Snyder explained that it has become difficult to attach fees to each course offering and that the new fee would replace all of the current class related fees. Snyder also noted that while some students are not enrolled in a degree program that requires course fees, many students participate in classes, such as music, that are traditionally higher cost. Snyder noted that the general student would be receiving an advantage from this fee. Butler also noted that charging one fee would allow students to understand the cost of enrollment before enrolling.

The Committee moved on to discuss the communication plan included in the agenda for the MSF fee. Chapin requested that the advertisement regarding the fee be placed in the Lumberjack's April 14th edition rather than the April 21st edition. Chapin explained that students would then have enough time to digest information about the fee before voting in the AS Elections the following week. Snyder agreed to move the advertisement to the April 14th issue. Snyder explained that the Deans and Provosts will hold at least one open town hall for each of three colleges and that College Deans will also work with department chairs to set up meetings with students in each of the departments. Beshore also suggested hosting a forum within housing for students.

Snyder noted that the #7 of the Frequently Asked Questions (FAQ) has been amended to read:

7. I'm on financial aid; will the fee be covered in my financial aid package? The MSF fee would be included in your registration fees and would increase your financial aid budget. Student financial aid packages vary; therefore, some students will have greater eligibility for additional loans and/or grants, and some students will not see any change in their financial aid awards.

Chapin asked for clarification regarding FAQ #9. Snyder explained that the Associated Students would appoint three students from each college to work closely with the Dean of the College to budget the fee for each college. Snyder noted that the distribution of the fee to each college would be automated and that the College of Natural Resources and Sciences would receive a larger portion of the fee than the other two colleges.

Snyder stated that the answer for #7 will be rewritten to explain that it is possible for the costs to be covered by Financial Aid.

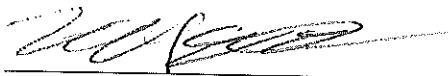
Announcements

Chapin announced that Associated Students has a resolution to place the Instructionally Related Activities fee and the Materials, Services and Facilities fee on the ballot in the Associated Students General Election, April 20th – 22nd.

Adjournment

Beshore adjourned the meeting without objection at 10:37 a.m.

Recorded by:
Rob Christensen
A.S. Council Assistant



Zachary Beshore
Chair, Student Fee Advisory Committee

HSU Webmail

jt1@humboldt.edu

Proposed Student Fee - Materials, Services and Facilities


1 Messages

Proposed Student Fee - Materials, Services and Facilities

Wednesday, April 07, 2010 8:27:47 AM

From: no-reply@humboldt.edu
To: undisclosed-recipients;;
Reply To: no-reply@humboldt.edu
Attachments: Unknown <image/gif>
Unknown <image/gif>

[Trouble viewing this e-mail? Click here to see it in your browser.](#)

 Humboldt State

 Message from the Provost April 7, 2010 - Proposed Student Fee â€” Materials, Services and

Dear Campus Community:

We have recently begun campus discussions about a new student fee to support hands-on learning at Humboldt State. It is designed to ensure we can continue funding the special facilities and extra classroom experiences that have become a hallmark of an HSU education.

The proposed Materials, Services and Facilities Fee would be \$144 per semester for full-time students, a cost that would be considered in determining financial aid. It would generate almost \$2 million, to be allocated to HSU's three Colleges, starting in Fall 2010. The fee would eliminate most existing fees, including lab course fees and shop card fees.

The decision to propose this fee was not taken lightly. I know that it would be a financial burden on our students, who also face the possibility of another CSU fee increase this year.

However, after years of severe state budget cuts, there are no good choices left. HSU has already increased class sizes, reduced class offerings, implemented employee furloughs, and reduced the number of working months for many staff and faculty. We are making painful decisions about eliminating some of our academic departments, and we are leaving many open positions unfilled. But it will not be enough to balance our budget going forward.

This proposed fee would support HSU learning opportunities that are often unavailable to undergraduate students at other institutions. These include such things as the Research Vessel Coral Sea, the wildlife game pen, the on-campus fish hatchery, the extensive greenhouse, on-campus art galleries, the human performance kinesiology labs, scuba-diving equipment, a broad range of art facilities including a foundry and ceramics studio, and the child development lab. There are many others.

These facilities make possible the type of educational experiences that HSU students have come to expect. Without the proposed new fee, we may not be able to fund them. Many, if not all, of the services and facilities that the fee is designed to support could be lost.

We are seeking input on this proposed fee from across campus. The deans and I will meet with Associated Students and with the Academic Senate, and we will ask that department chairs set up meetings with their students to discuss the fee. In addition, a comment form is available on the Academic Affairs website. A decision will be made by the end of the Spring semester.

To submit a comment about the fee proposal, and for more information and updates, visit the Academic Affairs website at www.humboldt.edu/~aavp.

Sincerely,

Robert Snyder
Provost

STUDENT FEE ADVISORY COMMITTEE (SFAC)

Telephone (707) 826-3771

MEMORANDUM

May 5, 2010

TO: Dr. Rollin C. Richmond, President
Humboldt State University

FROM: Joan Tyson, General Manager
Associated Students *Joan Tyson*

RE: Student Fee Advisory Committee Recommendations

The Student Fee Advisory Committee (SFAC) met on April 29, 2010 and made the following recommendations.

Student Health Services Fee Increase

The first action was to recommend approval or disapproval of the Student Health Services Fee from \$147 per student per semester to \$192 per student per semester adjusted by the Higher Education Price Index (HEPI) each year. The proposed increase would be effective Fall semester 2010. The Committee recommended approval of this fee increase. I have attached the minutes from the April 29, 2010 meeting that includes a detailed explanation of the action taken. See pages 1 & 2 of the minutes. I have also attached a copy of the alternative consultation results provided by Counseling and Psychological Services. Also included are the results of the 2010 ballot initiatives for each fee.

Instructionally Related Activities Fee Increase

The second action was to recommend approval or disapproval of the implementation of the Instructionally Related Activities Fee from \$272 per student per semester adjusted by the HEPI to \$272 per student per semester adjusted by the HEPI plus an additional 2%. The proposed increase would be effective Fall semester 2010. The Committee did not recommend approval of this fee increase. See SFAC minutes page 2.

Materials, Services, and Facilities Fee Increase

The third action was to recommend approval or disapproval of the implementation of the Materials, Services, and Facilities Fee in the amount of \$72 per part time student per semester and \$144 per full time student per semester adjusted annually by the HEPI. The proposed increase would be effective Fall semester 2010. The Committee recommended approval of this fee increase. See SFAC minutes page 3. I have also attached a copy of the alternative consultation results provided by the University-wide fee committee.

If you have any questions, please do not hesitate to contact me at x5410 or Vice President Butler.

cc: Steven Butler, Vice President of Student Affairs w/o attachments
Carol Terry, Associate Vice President Business Services w/o attachments

5/13/10

I approve the Health & Materials, Services & Facilities fee. I do not approve the I.R.A. fee increase. Rollin C. Richmond

I recommend approval of all three.

Proposal for a New Materials, Services, and Facilities Fee

Description and Rationale

Continued assaults on the HSU budget have put us in a position where we may no longer be able to offer the unique curricular and extra-curricular classroom and educational support that have long been the hallmarks of the HSU education. Humboldt offers many unique "value added" experiences through the three academic colleges that provide students exposure to learning opportunities that are often unavailable to undergraduate students at other institutions. Our unique facilities include, but are not limited to, the marine lab in Trinidad, the Research Vessel *Coral Sea*, the wildlife game pen facilities, an on-campus fish hatchery, several research and teaching collections, an extensive greenhouse, several on-campus art galleries, human performance kinesiology labs, scuba-diving equipment, a broad range of studio arts (including a foundry, digital media, wet and dry photography, small metals/jewelry, printing, and ceramics) and a child development lab. These facilities require technical support staff (at an annual cost of more than \$764,000) and equipment (\$468,000) to maintain and operate and make them available to students. In addition, the colleges pay for most costs associated with field trips (\$143,000) and guest lecturers (\$67,500) that augment classroom learning experiences. Students also have the benefit of research mentorship through independent study credits which also have financial implications (\$530,000) for the colleges. Lastly, the campus provides specialized computer labs and software for music, art, cartography, geo-spatial analysis, forensics, economics and language study. In short, the colleges fund nearly two million dollars worth of learning opportunities each year that extend beyond the traditional classroom experiences.

In the current California budget climate, Humboldt State University can no longer afford to offer these value-added learning opportunities. As such, we are proposing a Materials, Services, and Facilities Fee (MSF) that each student enrolled in 0-6.0 credits pay a \$72 and students enrolled in 6.1 credits or more pay \$144 dollars each semester. The higher education price index would be used to adjust the fee, annually, for inflation. We estimate that these additional fees would offset most of the annual cost expenditures for the facilities, equipment and services outlined above.

Currently, the campus brings in about \$335,000 in class fees each year. The fee structure for classes was established many years ago and has not been adjusted to reflect current costs and budgetary impacts. The new MSF fee would eliminate most of the existing class fees, including the CNRS lab fee, bowling facility rental fees, and shop card fees for Art, Theatre, Film & Dance and Applied Technology; exceptions to fees that would be eliminated include special summer programs, including the Geology field camp; international study abroad programs, extended field trips in excess of \$50 per student, diversity conference materials, sport clubs insurance and student professional liability insurance.

The MSF Fee will allow HSU to maintain its current strengths and ensure that the campus continues to offer the best possible hands-on educational experiences to our students.

Frequently Asked Questions (FAQs)

1. **The costs for supporting all of these unique facilities at Humboldt have been mostly paid for by the State. Why are you now placing the burden of these costs on students?**
As you know, the state of California has been cutting budgets in the CSU for several years now. Recent budget projections for the next fiscal year are dismal. We have already “laid off” (by this we mean that the number of months they work has been reduced) many of our hard working staff and some faculty, increased class sizes, and limited course offerings, all in an effort to meet our budget for next year. We simply don’t have enough money to offer the quality of education that HSU students have come to expect without shifting more of the costs to students.
2. **Will the CNRS lab fee still be assessed to students who enroll in CNRS lab courses?**
No. The CNRS lab fee and several other class- based fees, such as the bowling facility rental fee and the shop cards for materials in Art, Theatre, Film and Dance, and Applied Technology will disappear with the new MSF fee as well as the fee for the use of software in the language courses. There will still be fees assessed with some activities such as special summer programs, including the Geology field camp, international study abroad programs, extended field trips in excess of \$50 per student, diversity conference materials, sport clubs insurance and student professional liability insurance.
3. **Why is the MSF Fee set at \$144 per semester for students enrolled in 6.1 or more credits? How was this figure determined?** The projected costs that support our out of the classroom experiences are a little under two million dollars, annually, across the three colleges. The cost per student each semester was derived from that projected cost and the number of full-time and part-time students.
4. **Do other CSUs have similar fees?** Yes. For example, Cal Poly San Luis Obispo has a similar mix of high cost programs as HSU and they collect a student fee called the Cal Poly Plan that runs between \$225 and \$325 per quarter for each student. A little over \$60 of this fee goes to the Provost to enhance academic programs; the remainder stays with the Colleges to enhance materials, services and facilities in support of the academic programs.
5. **Why don’t you just charge students who enroll in classes that use those facilities and services described in the proposal? Why should all students have to pay for them?** All students benefit from these facilities and services either directly from using them or indirectly because the educational quality they provide enhances our reputation. It is the same principle as paying taxes to support many programs that are not directly used in order to preserve the common good.
6. **What will happen if this fee is not approved?** If the MSF Fee is not approved there is little doubt that many of these facilities and services will be lost; as resources continue to diminish, more and more of these programs will be at risk. Try to imagine the quality of education a fisheries biologist will get without the benefit of the hatchery or an oceanography student without the R/V *Coral Sea*. How can child development students

expect to become proficient without working directly with children in an accredited child development classroom? Can our art students really work without a foundry?

7. **I'm on financial aid; will the fee be covered in my financial aid packet?** Yes. The MSF Fee would be included in the student's financial aid packet. *to be reported*
8. **Does the fee apply to grad students?** Yes.
9. **Who determines how the fees will be allocated within the colleges?** Associated Student Council would appoint three student representatives for each college to work collaboratively with each college Dean to allocate the fees within each college. In order for this fee to be effective, a budget with projected income from the MSF fee would need to be developed before the fiscal year in which it would be spent. Student representatives to the colleges would work extensively with the college Dean, and designated faculty, to develop the budget. The college Dean has final authority over the budget. An annual report of budget and expenditures for each fiscal year will be provided to the Associated Students Council at the beginning of the following academic year.
10. **How will the MSF fee affect program elimination?** While it is difficult to predict how the fee will affect program elimination, the budget deficit in Academic Affairs is much greater than the projected income from the MSF fee. Because recommendations for program elimination will be submitted to the Provost before decisions are made on this fee, and decisions on program elimination lie with the Provost and ultimately the President, the ability of the MSF fee to "save" programs identified for elimination will likely be negligible.

Committee for each col = 3 groups

Pros and Cons

Pros

1. The MSF Fee will ensure that HSU continues to provide the facilities and extra classroom experiences that have become the hallmark of an HSU education.
2. Without the MSF Fee, many, and possibly all, of the facilities and services supported by the fee could be lost to students.
3. The MSF Fee will replace about 510 lab course fees, one facilities rental fee and 21 shop card fees.
4. Financial aid to cover the cost of the fee is available as part of the student's financial aid packet.

Cons

1. The MSF Fee would impose an increased financial burden on students. This could limit access to higher education for some students in the face of escalating fee structures at HSU and the CSU. Student fees have increased \$1999 over the last five years for a full-time resident HSU student.
2. This solution to the budget problems sets a precedent that allows the university to raise or impose fees on students when the taxpayers of California should be responsible for investing in the educational future of the state.
3. Some students might not benefit directly from services and facilities supported by the fee.
4. Students should only have to pay for services they use.

Communication Plan

1. Deans and Provost visit Associated Students to discuss the fee.
2. Deans and Provost visit with the Senate Executive Committee. Pending the Senate Executive Committee's recommendation, the Deans and Provost carry this to the Academic Senate.
3. Academic Affairs will place an advertisement in the Lumberjack by the April 21st edition that discusses the proposal, including the FAQs, and the Pros and Cons.
4. If the Lumberjack is willing, we will work them on an article about the fee.
5. College Deans will work with department chairs to set up meetings with departmental students to discuss the fees. All departments will hold meetings with their students for this effort. Feedback forms will be provided.
6. The Deans and Provosts will hold at least one open town hall for each college in addition to the meetings proposed in number four. Feedback form will be provided for this meeting, as well.

need to
move
up to
prior
week

FEE REQUEST FORM
Humboldt State University

In accordance with the provisions of the Chancellor's Executive Order 1034, the President is responsible for assuring that appropriate consultation occurs prior to adjusting any fee and before requesting the chancellor to establish a new fee. To facilitate this process, please provide the information requested below.

I.	Request to: <input checked="" type="checkbox"/> Establish a Campus Fee	<input type="checkbox"/> Adjust a Campus Fee
II.	Fee Type: <input checked="" type="checkbox"/> Student Fee	<input type="checkbox"/> Non-Student Fee
III.	Name of Fee: College-based Fee <i>Materials, Services And Facilities Fee</i>	
IV.	Fee Category: <input checked="" type="checkbox"/> Category II <input type="checkbox"/> Category III <i>For fee category definitions see Executive Order 1034 at www.calstate.edu/eo/EO-1034.html</i>	
V.	Current Fee:\$ _____ per _____ (if applicable) Proposed Fee: \$144 per full-time student/\$72 per part-time student (6.0 units or less)	
VI.	Proposed Effective Date: Fall 2010 (fee to include annual HEPI increase)	

VII. Please attach a short narrative regarding description or purpose of fee.

VIII. Authorization, if applicable (for proposed fees only): EO 1034

IX. **Budget:** For a new fee request, a revenue and expenditure budget plan covering three years of activity from proposed effective date is required. For a fee adjustment, a revenue and expenditure budget plan covering the most recent year and two projected years for the fee supported activity is required. Please complete the Financial Data Sheet Supporting Student Fee Request form and attach it to this request.

X.	Submitted By:	Date:	Phone:
	Department Representative		
XI.	Approved By:	Date:	Phone:
	Dean / Director		
	*Dean of Research & Graduate Studies	Date:	Phone:
	** Office of Budget & Institutional Data	Date:	Phone:
	<i>BR</i> Vice President	Date: 3-8-10	Phone: X 3722
XII.	Reviewed By:	Date:	Phone:
	<i>Charles</i> Associate Vice President, Business Services	Date: 3-8-10	Phone: 5728

*Approval required for fees associated with field trips only.
**Review required for fees associated with academic affairs/programs.

Review and recommendation will be made according to Executive Memorandum P01-5

VII. Short narrative regarding description or purpose of fee.

HSU has recently evaluated the current miscellaneous course fees charged to students and found that these current fees are inadequate if HSU is to preserve the value-added experiences that continue to make Humboldt State University a high quality institution.

The current fee structure and amounts were determined some 13 years ago and have not been adjusted to reflect true costs since that time. This proposal for a Category II fee covering materials, services and facilities would replace the majority of individual course fees currently assessed with the following exceptions: special summer programs, including the Geology field camp, international study abroad programs, extended field trips above \$50 per student, special conference materials, sport clubs insurance, and student professional liability insurance. The college-based fee establishes revenue to supplement basic classroom instruction and also provides a more accurate representation of the actual costs.

Humboldt offers many unique, value-added experiences in Natural Resources and Sciences, the Humanities, the Arts, Social Sciences, and Professional Studies, providing to undergraduate students the exposure to learning opportunities that are often reserved for graduate students at other institutions. These include specialized computer labs and software for music, art, cartography, GIS, forensics, economics, and language study, just to name a few. Humboldt has unique facilities including a marine lab, a research vessel, two art galleries, human performance kinesiology labs, scuba-diving equipment, a broad range of studio arts (including a foundry, digital media, wet and dry photography, and small metals/jewelry, printing, ceramics), game pens, a fish hatchery, bio-genetics and bio-mechanics labs, natural history collections, and a child development lab. Capable staff support is also necessary to support these functions thereby allowing the resources to be fully utilized by our students. In addition, Humboldt State's isolated location makes it necessary to bring in guest lecturers to supplement instruction, often allowing for hands-on work with experts in various fields of study.

We are proposing that each student enrolled in 0 - 6 units pay \$72 and for over 6 units pay \$144 per semester. The higher education price index will be attached to the proposed fee. By comparison Cal Poly San Luis Obispo charges a campus academic fee that covers similar expenditures. Their fee is currently from \$225 - \$325 per quarter for full-time students, depending on the declared major.

If there is time, we would like to place this Category II fee proposal on a referendum so that students have an opportunity to vote. If that is not possible, we will use the alternative consultation process as per EO 1034 in order to assure student participation in the process.

This fee proposal will allow Humboldt State University to maintain its current strengths and exemplary offerings that enhance the educational experience in a number of core areas and support student learning. With these fees, we will continue to attract students to our remote campus and provide them with hands-on experiences relating to a comprehensive education.

Humboldt State University
Student Fee Advisory Committee
Financial Data Sheet Supporting Student Fee Request

College-based Fee

(Name of Fee)

Check One Box below.

New Fee	X			
Change To Existing Fee				
	Historical Data (for fee increase proposals)	Prospective Data (2 years for fee increase; 3 years for new fee)		
Fiscal Year		2010-11	2011-12*	2012-13*
Revenue Type				
Cat II Fee FT HC of 6346 @ \$144/sem		1,827,648	1,875,167	1,923,921
Cat II Fee PT HC of 1015 @ \$72/sem		146,160	149,960	153,859
Total Revenue	0	1,973,808	2,025,127	2,077,780
Expenditure Type				
Maintenance Contracts for specialized programs & facilities*		57,500	58,995	60,529
Field Trips Costs < \$50 per student		142,500	146,205	150,006
Equipment for specialized programs & facilities*		410,500	421,173	432,123
Staff Salaries/Benefits for specialized programs & facilities*		763,900	783,761	804,139
Faculty-assisted Undergraduate Research		530,000	543,780	557,918
Guest Lecturers to supplement instruction		67,500	69,255	71,056
* See narrative for unique, value-added learning experiences listed in paragraph 3				
Total Expenditures	0	1,971,900	2,023,169	2,075,772
Net (Revenue minus Expenditures)	0	1,908	1,958	2,009

Note: Student Fee INCREASE requests need to be supported by one year of historical data and two years of prospective data

Note: NEW student fees requests need to be supported by three years of prospective data

*** NOTE:** Used HEPI factor of 2.6% in 2011-12 and 2012-13; fee also needs HEPI increase

Please note below the chartfield string where existing fee and expenditures are recorded.

Fund - Department ID - Program - Class - Project
HM500 D20098 RSXXX
HM500 D20041 RSXXX
HM500 D20099 RSXXX

Student Fee Advisory Committee
Humboldt State University

April 29, 2010

Minutes # 5

Call to Order

The meeting was called to order at 5:32 p.m. by Zack Beshore in Nelson Hall East Room 120.

Roll Call

Members Present: Brandon Chapin, Zachary Beshore, Kristy Eden, Quinn
McWatters, Jeffrey Haag, Dr. Steven Butler, Carol Terry

Non-Voting Members Present: Joan Tyson

Approval of the Agenda

MOTION: CHAPIN/MCWATTERS move to approve the Agenda dated Thursday,
April 29th, 2010 APPROVED

Chair's Report

Beshore had no report.

Old Business

A. Approval of SFAC Minutes #4 dated April 2, 2010. – Action Item

MOTION: CHAPIN/EDEN move to approve SFAC Minutes #4 dated April 2nd, 2010
APPROVED

B. Recommendation by SFAC to President Richmond approval or disapproval of the Student Health Services Fee from \$147 per student per semester to \$192 per student per semester adjusted by the Higher Education Price Index (HEPI) each year. The proposed increase would be effective Fall semester 2010. – Action Item

MOTION: CHAPIN/BUTLER move to recommend to President Richmond approval of the Student Health Services Fee from \$147 per student per semester to \$192 per student per semester adjusted by the Higher Education Price Index.
APPROVED

Jennifer Sanford, Director of Counseling and Psychological Services, was present on behalf of the request. Sanford reviewed the consultation process performed for the proposed fee increase. Sanford queried multiple student groups on campus including Associated Students, Residence

Hall Association, Student Health Advisory Committee, the Psychology Club and Youth Educational Services. Sanford also noted that the fee was included as a referendum in the Associated Students General Elections and was approved by the student body. Chapin stated his support for the fee. Chapin also stated that the results of the different fee referendums correlated with students understanding of the necessity of the fee. Chapin further explained that students were willing to approve a fee if they understood that it was necessary. Chapin also noted that the more information that was provided to students the more likely they were to support a fee.

- C. Recommendation by SFAC to President Richmond approval or disapproval of the implementation of the Instructionally Related Activities Fee from \$272 per student per semester adjusted by the HEPI to \$272 per student per semester adjusted by the HEPI plus an additional 2%. The proposed increase would be effective Fall semester 2010. – Action Item

MOTION: BUTLER/TERRY move to recommend to President Richmond approval of the implementation of the Instructionally Related Activities Fee from \$272 per student per semester adjusted by the HEPI to \$272 per student per semester adjusted by the HEPI plus an additional 2%. FAILS
(2) AYE
(4) NAY

Dr. Steven Butler, Vice President of Student Affairs and Carol Terry, Associate Vice President of Fiscal Affairs, were present on behalf of the request. Terry explained that the 2% annual increase was recommended to help cover the mandatory salary and benefit cost increases in the Athletics department. Terry also noted that the JackPass would also receive increased funding to offset its costs. Terry explained that the JackPass is now being subsidized in part by fines collected from parking violations. Haag asked why the HEPI was not sufficient in covering the needed costs. Terry replied that the HEPI annual price adjustments were not covering the mandatory increases required from collective bargaining agreements. Chapin noted that the guidelines in the Chancellor's Executive Order (EO) 1034 were not correctly followed for the fee. Chapin further explained that appropriate consultation on the fee was not allowed and that the University did not move to place the referendum in the Associated Students General Election and that the Associated Students Council placed the proposal on the ballot. Chapin also noted that no meaningful appropriate consultation was performed and that the AS Council was not consulted. Butler noted that students in the Athletics department were consulted and were in support of the fee. Chapin also noted that the proposal does not completely address funding problems for the Humboldt Energy Independence Program, the JackPass program and the individual IRA Programs.

MOTION: CHAPIN/EDEN move to recommend to President Richmond disapproval of the proposed Instructionally Related Activities Fee increase and that the proposed fee increase be reevaluated to address the needs of each of the IRA programs.
APPROVED
(2) ABSTENTIONS

- D. Recommendation by SFAC to President Richmond approval or disapproval of the implementation of the Materials, Services, and Facilities Fee in the amount of \$72 per part time student per semester and \$144 per full time student per semester adjusted annually by the HEPI. The proposed increase would be effective Fall, 2010 –Action Item.

MOTION: MCWATTERS/EDEN move to recommend approval of the implementation of the Materials, Services, and Facilities Fee in the amount of \$72 per part time student per semester and \$144 per full time student per semester adjusted annually by the HEPI. APPROVED
(1) ABSTENTION

Dr. Robert Snyder, HSU Provost, was present on behalf of the request. Snyder reviewed the consultation process for the Materials, Services, and Facilities (MSF) Fee. Snyder stated that information on the fee was provided on the MSF Fee proposal on the Academic Affairs website and that comments regarding the fee, as well as the individual approval and disapproval, were collected on the website. Snyder also explained that Academic Affairs held two forums for all students regarding the fee and that each college also held multiple forums about the proposed fee. Students were emailed by their departments to advertise the forum. Snyder also stated that an advertisement was placed in the April 14th issue of the LumberJack which included pro and con statements and frequently asked questions regarding the proposal. Provost Snyder stated he also attended an Associated Students Council meeting to discuss the fee. Snyder noted that turnout at the forums were low. Snyder also noted that the MSF Fee was also included as a referendum, but did not pass. 40.2% of students supported the proposed fee, while 59.8% of students did not support the fee. Snyder stated that he felt that if there had been more time to explain the purpose of the fee, the outcome may have been different. Chapin expressed concern that there was a lack of time to obtain adequate alternative consultation as per EO 1034. Chapin felt students were not given adequate time to learn about the fee as it was not introduced to SFAC until April 2, 2010—a little over 2 weeks before students were asked to vote on it. Chapin asked if this fee could be continued until next semester when more students will have an opportunity to understand the purpose of the fee and give meaningful input. Snyder expressed that he would like to see the fee implemented this Fall 2010. McWatters stated that she spoke to students who at first did not understand the purpose of the fee, but after discussing the fee they were generally more in favor.

- E. Category V Student Fees for Summer Session offered by Extended Education.—
Information Item
Under the authority of Executive Order 1034, President Richmond has approved three, Extended Education, Category V fees for Summer Session. Summer Session per unit fee of \$245; Lab Consumables fee of \$20; and Geology Field Camp fee of \$950.

Terry noted that the Category V fees for summer session have been approved by President Richmond. The fees will cover the per-unit cost of summer session. Also an additional lab fee would be included for BIO 104, MATH 308C, CHEM 107 and STAT 108. A Geology Field Camp Fee was also authorized.


Announcements

There were no announcements.

Adjournment

Beshore adjourned the meeting without objection at 6:07 p.m.

Recorded by:
Rob Christensen
A.S. Council Assistant



Zachary Beshore
Chair, Student Fee Advisory Committee