

Student Fee Advisory Committee
Minutes
Jan. 6, 2026 - 8-8:50 a.m.

Reminder: All documents available in Shared Drive: SFAC

In attendance: Chrissy Holliday, Eduardo Cruz, Andrew Kime, Nate Heron, Kendra Higgins, Monika Mayhan, Natalie Raquel Acuna, Patrick Orona, Liz Lujan (guest), Sei Hee Hwang (guest)

- I. Welcome, Quorum Determination - The meeting was called to order at 8:00 a.m. The committee was one voting member short of quorum. As a result, no formal actions or votes were taken during the meeting. The committee proceeded with the agenda to receive information items only.
- II. Public Comment - No public comment.
- III. Approval of [Dec. 2, 2025 minutes](#) -
 - Nate H proposed an amended motion to approve the MSF Material Services and Facilities fee increase with the clarification that additional funds be directed toward supplies.
 - Due to the lack of quorum, the committee did not take formal action and received the item for informational purposes only.
 - Both the original December 2 minutes and the proposed amendment will be brought forward for motion and approval at the February meeting.
- IV. Fee requests
 - a) College of Extended Education (Category V)

Note: Category V fees do not require committee vote and only require presidential approval; comments from SFAC will be shared with the president

B.A. Leadership Studies – Per Unit Fee

 - Current fee: \$299 per unit
 - Proposed increase: 10% annually
 - Rationale:
 - Fee has not increased since program inception in 2015
 - Rising faculty and staff salary costs (approximately 11% mandatory faculty salary increases over the past two years)
 - Need to support program growth while maintaining program quality

Special Sessions & Contract Credit

- Proposal includes:
 - Establishing a \$300 base fee for special sessions
 - Tiered structure allowing higher per-unit charges for undergraduate and graduate programs to better reflect program costs
 - Contract Credit Fee:
 - Proposed to remain flat at \$100, covering administrative and cost allocation expenses

Pupil Personnel Services Credential – School Social Work (PPSC-SSW)

- Request to include the PPSC-SSW program in the Social Work fee increase structure, which was previously excluded
- All fee items were presented as informational due to lack of quorum as well as Category 5 which indicates voting is not needed as this will be going to the President for signature.

V. Other Items / February Planning

a) Student Unit Cost Assistance – Summer 2026

- Patrick Orona shared a preliminary overview of an upcoming proposal for discussion at the February meeting, including:
- A 6% summer fee increase, paired with a “take 6 get 3 free” student unit cost assistance model
- Patrick will prepare and distribute detailed documentation to SFAC in advance of the February meeting

b) Summer Fees & Tuition Timeline

- At the request of the committee, Andrew Kime reviewed the summer fee and tuition process:
 - Campus-based summer fees are typically set at no more than 50% of fall/spring rates and do not require committee approval
 - Tuition is a Category I fee with a maximum range set by the Chancellor’s Office
 - Historically, tuition has increased by approximately 6% annually
 - These items will be presented for informational review at the February meeting

VI. Next Steps and Action Items

- a) Natalie Raquel Acuna: Bring forward both the December 2, 2025 minutes (including the proposed amendment) and the January 6, 2026 minutes for approval at the February meeting.
- b) Patrick Orona: Prepare and distribute documentation on Summer 2026 fees and student unit cost assistance for February discussion
- c) Andrew Kime: Present current campus-based summer fee information at the February meeting

VII. Adjournment: The meeting adjourned at 8:24 a.m.

Next Meeting: Feb. 3, 8 a.m.