



Channel Islands
CALIFORNIA STATE UNIVERSITY

Student Fee Advisory Committee

Friday, February 3, 2023 | 8:00 - 9:00 a.m.

Location – Zoom <https://csuci.zoom.us/j/84185417014>

Minutes

Committee Members Present:

Ilien Tolteca, SFAC Chair
Gregory Wood
Neomi Congello
Sergio Mercado

Committee Members Absent:

Rosa Bravo
Courtney Doucette
Student-at-Large – Vacant
Faculty – Vacant
Chair, Materials, Services, Facilities & Technology Committee – Vacant
Instructionally Related Activities Committee – Vacant

Others in Attendance:

Dorothy Patten, Assistant Vice President for Student Affairs Strategic Operations & Associated Students, Inc.
Lainey Cortes, Administrative Coordinator to the Vice President for Student Affairs office

Minutes:

I. Call to Order & Introductions

- a. Chair Tolteca called the meeting order at 8:04 a.m.
- b. Members of the committee and administrative support introduce themselves

II. Parliamentary Procedures – Quick Overview

- a. D. Patten shares slides with an overview of the primary purposes of Category III fees and Committee responsibility to review new or adjust Category III proposals. These are course fees that may supplement materials in a course,

including trips. These are not basic course supplies, meaning students cannot be charged for basic supplies and materials required for instruction. Students should maintain the option to have an alternative way to get these supplies.

III. Approval of the Agenda

- a. Action Item: Approval of Agenda
 - i. M/S/P (G.Wood/S.Mercardo)
- Motion Passed 4-0-0**

IV. Public Forum

- a. None

V. Committee Responsibilities & Expectations

- a. Chair Tolteca inquires if there are any questions on materials shared

VI. Category III Proposals

- a. Category III Overview (D. Patten)
- b. FY23-24 Proposals Received
- c. Next Steps
 - i. D. Patten shares Lainey will provide a summary of the Category III proposals as well as the full proposal after the meeting adjourns. Committee should come prepared to have a discussion and vote on each proposal at the next meeting. D. Patten inquires as to how much time is needed to review – and that ideally, the committee would meet in 1-2 weeks so the President can receive recommendations. G. Wood suggested 1 week is fine. S. Mercado suggested a preference to 2 weeks. All approve meeting in 2 weeks. The hold for February 10 meeting will be canceled.

VII. Voting Methods

- a. Chair Tolteca shares we will work to vote on Category III proposals at our next meeting

VIII. Closing Remarks

- a. G. Woods inquires whether he should be present during next week's voting during the proposal he wrote. Dottie suggests still attending meeting; perhaps sit in waiting room while committee members vote on his proposal. G. Wood confirms that is fine so long as chair Tolteca agrees. All agree.

IX. Adjournment

- a. Chair Tolteca adjourns meeting at 8:25 a.m.