



Channel Islands
CALIFORNIA STATE UNIVERSITY

Student Fee Advisory Committee

Friday, February 17, 2023 | 8:00 - 9:00 a.m.

Location - Zoom: <https://csuci.zoom.us/j/87586078330>

Minutes

Committee Members Present:

Rosa Bravo – Director of Business Operations for Academic Planning and Budgeting
Neomi Congello – Faculty
Courtney Doucette – Student-at-Large
Sergio Mercado, ASI Board Chair
Ilien Tolteca – SFAC Chair
Annabelle Tran – Materials, Services, Facilities & Technology Committee
Annabelle Tran – Instructionally Related Activities Committee
Gregory Wood – Faculty

Committee Members Absent:

Student-at-Large – Vacant
Faculty – Vacant

Others in Attendance:

Lainey Cortes – Administrative Coordinator to the VPSA office
Dorothy Patten – Assistant Vice President for Strategic Operations & ASI

- I. Call to Order
 - a. Chair Tolteca called the meeting order at 8:03 a.m.

- II. Approval of the Agenda
 - a. Action Item: Approval of Agenda
 - i. **Motion to approve the agenda. (G. Wood / R. Bravo)**
Motion Passed 8-0-0

- III. Approval of Meeting Minutes
 - a. Action item: Approval of minutes from Friday, February 3, 2023

- i. **Motion to approve the minutes. (G. Wood / S. Mercado)**
Motion Passed 8-0-0

IV. Public Forum

- a. No public forum.

V. Category III Fee Proposals

- a. **Anth 323 (R. Bravo / N. Congello)**

Motion to table approval of the proposal pending additional information regarding possible amounts of the fee.

Motion Passed 8-0-0

- i. Committee member inquired about submitter providing an excel breakdown for budget. D. Patten states that information isn't required.
- ii. Committee member inquired about budget variable and how it is determined prior to semester commencing if that amount is referenced. Is the committee notified if maximum requested is capped? D. Patten states this information would be provided to students. Support staff will contact fee submitter if more information is needed.
- iii. Committee member inquires if students can opt out of fees. D. Patten reported that students have the option of attaining the materials or services through alternative means; however, they are not able to opt out of the required material or service.

- b. **Anth 352 (R. Bravo / S. Mercado)**

Motion to approve fee proposal.

Motion Passed 8-0-0

- i. Committee member inquires if the requested fee is paid prior to semester beginning, what happens to remaining fees if students pay too much? D. Patten will verify where the money goes and states there is no money that is taken as a profit from students or their fees.
- ii. Committee member inquires about what will happen if a student cannot afford the fee. D. Patten states every effort would be made to ensure that students are supported financially in order to pay additional fees.

- c. **Anth 377 (G. Wood/R. Bravo)**

Motion to table approval of the proposal pending more information on one-time consumables for this course.

Motion Passed 8-0-0

- i. Committee member inquired whether there was a list of consumables mentioned in proposal. D. Patten states this information was not provided. Support staff will request more information from the submitter and follow up with the committee.

d. Anth 445 M/S/P (R. Bravo/S. Mercado)

Motion to approve fee proposal.

Motion Passed 8-0-0

e. Anth 480 M/S/P (S. Mercado/G. Wood)

Motion to approve fee proposal.

Motion Passed 8-0-0

- i. Committee member inquired if any of these courses required for a major. D. Patten stated that this information is not included on the current form; however, this modification can be explored for next year's process.

f. Anth 481 M/S/P (G. Wood/S. Mercado)

Motion to approve fee proposal.

Motion Passed 8-0-0

g. Phys & EMEC 310 M/S/P (R. Bravo/S. Mercado)

Motion to approve fee proposal.

Motion Passed 8-0-0

- i. G. Wood placed in waiting room as he was submitter for this proposal.
- h. D. Patten – support staff will follow up with information requested for 2 tabled proposals.
- i. Committee members all agree and are available for next meeting to take place on Friday, March 3.

VI. Closing Remarks

- a. No closing remarks.

VII. Adjournment

- a. Chair Tolteca adjourns meeting at 8:48 a.m.