

Materials, Services, Facilities, & Technology Advisory Committee

ACADEMIC PLANNING & BUDGETING

Agenda

- Introductions
- Overview of the MSFT Fee
- Historical Trends
- MSFT Advisory Committee Role
- MSFT Allocation
- Review of MSFT application and award process

Campus Fees

2024-2025

Associated Student Fee	\$75.00
Health Facilities Fee	\$3.00
Instructional Related Activities Fee	\$60.00
Materials, Services, and Facilities Fee	\$65.00
Recreation & Athletic Fee	\$70.00
Student Body Center Fee	\$162.00
Student Health Services Fee	\$95.00



2025-2026

Associated Student Fee	\$75.00
Health Facilities Fee	\$3.00
Instructional Related Activities Fee	\$71.00
Materials, Services, and Facilities Fee	\$85.50
Recreation & Athletic Fee	\$70.00
Student Body Center Fee	\$162.00
Student Health Services Fee	\$135.00

Student Fee Increase

Purpose of MSFT

- The Materials, Services, Facilities, and Technology (MSFT) Fee is a mandatory fee charged to all students.
- MSFT is used for purchases of instructional equipment, furniture, special repairs and deferred maintenance, provide upgrades or improvements that enhance the learning environment, outfit computer labs with equipment, software and peripherals, and provide support services including tutoring or other academic support services to students.

Examples of MSFT Uses



Expand useable space at the university such as:

Support & purchase of non-instructional items such as outdoor furniture

Support & purchase of instructional equipment and/or furniture

Support & purchase of special repairs and/or deferred maintenance



Provide services that enhance the educational experience of students such as:

Additional support for writing, tutoring, & student related services

Additional support for Disability Accommodations and Support Services

Additional support for students in student directed projects (technology & non-technology)



Make purchases that enhance the student's university experience such as:

Equipping and upgrading computer, science, & research labs

Equipping and upgrading instructional & specialized labs

Enhancing technology resources and to provide better & up-to-date service(s) to students

Historical Trends of Award Cycle

Year	Number of Applications	Requests	Total Awards
22-23	15	\$2.8 million	\$1.2 million
23-24	20	\$3.7 million	\$654,974
24-25	21	\$5.6 million	\$565,000
25-26	21	\$4.9 million	\$555,000
26-27	19	\$928,453	TBD

MSFT Advisory Committee Structure

Members

- Student Chair of the MSFT Committee - serves as a member of the Student Fee Advisory Committee (SFAC) to represent the MSFT Committee. The appointment to the SFAC is made by the University President.
- Five students – Appointed by the Vice President of Student Affairs
- Two Faculty – Appointed by the Faculty Senate
- One Administrator or Staff – Appointed by the Vice President of Student Affairs

MSFT Advisory Committee Role

The MSFT Fee Advisory Committee provides recommendations and oversight of the allocation of MSFT resources and program service proposals. The Provost will review final recommendation and provide official award schedule.

Committee Members

MSFT Committee			
Appointment	Representation	Member	Classification
Appointed by Student Government	Chair (Student)	Joanne Caceres	Student
	Student	Nidia Peon	Student
	Student	Samyuel Pokharel	Student
	Student	Miranda Griffith	Student
	Student	Shivani Atul Sule	Student
	Student	VACANT	Student
Appointed by Provost/Academic Senate	Faculty	Janet Pinkley	Library
	Faculty	Reha Kadakal	Sociology
Appointed by DSA	Administrator/Staff	Ariana Willeford	MVS
Academic Planning & Budgeting	Administrative Lead	Rosa Bravo	Director of Business Operations
	Committee Coordinator	Neomi Basquez	Budget analyst

FY 2026 – 2027 Allocation

FY 26-27 MSFT Resource Allocation Plan

	Fall	Spring	Summer	Total	
Fund Balance - Beginning Year				\$	161,909
Revenue	\$ 371,925	\$ 341,145	\$ 25,620	\$	738,690
Expense	\$ 407,067	\$ 407,067		\$	814,133
Net Revenue				\$	900,599
Estimated Year-End Fund Balance				\$	86,466
Contingency Percentage					10%

Expense Summary:

Awards	\$ 420,000
SA Salaries	\$ 6,000
Consolidated Course Fee Block	\$ 178,133
Classroom Lab & AV Refresh Block	\$ 210,000
Contingency	\$ 86,466

MSFT Course Fee Consolidation

Course Fee Consolidation Overview

- ☐ Eliminates most individual course fees (Category III)
- ☐ Consolidates funding into the MSFT fee (Category II)
- ☐ Effective beginning Spring 2026

Why Consolidate

- ☐ Simplifies the student fee structure
- ☐ Improves equity across academic programs
- ☐ Reduces administrative complexity and compliance risk
- ☐ Aligns with CSU system fee policy

How It Works

- ☐ MSFT fee increases by \$20.50 per semester
- ☐ Departments receive annual MSFT allocations
- ☐ Funds support instructional materials, technology, and facilities

[Course Fee Consolidation Website](#)

MSFT Application Review InfoReady

 Channel Islands

Proposal & Application Review Portal

Hello, [Neomi](#) | [Sign Out](#) | [Help](#)

 CHANNEL ISLANDS

CREATE

MANAGE

REVIEWS

APPLICATIONS

PROGRESS REPORTS

CALENDAR

MESSAGES

REPORTS

ADMIN

Your Reviews 

 Download Pending Applications (PDF)

All reviews that have been assigned to you are below. The default view displays assigned reviews you have not yet submitted (Status: Pending). The search, sort, and filtering options allow you to organize your reviews as desired. **To view previously submitted reviews, change the option in the Status column to "Submitted".**

To access a review, click on an application title. Within the review, the "Next" and "Previous" buttons allow you to navigate to the other reviews on your list. The PDF button will download the application packet and include your reviews if already submitted. Return to your list of reviews at any time by clicking "Reviews" in the top navigation bar.

Show

100

 entries

Search:

Application Title	Applicant	Competition Title	Status	Due Date
			Pending	
English (4342)	Stacey Anderson	Funding Opportunity: IRA Applications for 2026-2027	Draft	03/28/2026
ESRM (4393)	Clare Steele	Funding Opportunity: IRA Applications for 2026-2027	Draft	03/28/2026
ESRM (4371)	Hillary Erf Tejada	Funding Opportunity: IRA Applications for 2026-2027	Draft	03/28/2026
Environmental Science and Resource Management (4370)	Timnit Kefela Araya	Funding Opportunity: IRA Applications for 2026-2027	Draft	03/28/2026
Business (4367)	Maria Ballesteros-Sola	Funding Opportunity: IRA Applications for 2026-2027	Draft	03/28/2026
Chicano Studies (4364)	Bridget Groat	Funding Opportunity: IRA Applications for 2026-2027	Draft	03/28/2026
Early Childhood Studies (4361)	Annie White	Funding Opportunity: IRA Applications for 2026-2027	Draft	03/28/2026
Early Childhood Studies (4357)	Annie White	Funding Opportunity: IRA Applications for 2026-2027	Draft	03/28/2026

MSFT Rubric

	Score for How Proposal Fits MSFT Guidelines - 95%				Proposal Clarity - 5%
	50.0%	15.0%	15.0%	15.0%	5.0%
	Innovative and Impactful to Students	Expand Useable Space at the University	Provides Services that Enhance the Educational Experience of Students	Makes Purchases that Enhance the Student's University Experience	Proposal Clarity
	Will enhance student learning and will create a rich learning environment	Support and purchases for items relating to classroom equipment, furniture or deferred maintenance	Support writing, tutoring & other student services, disability accommodations, student technology, etc	Equipping and upgrading computer, science and research labs, specialized labs, and classroom technology	Clearly presented and understandable. Anticipates all costs and stakeholders
Initial - 1	It is not clear how the request enhances or supports student learning or the student learning environment	It is not clearly stated if request directly or indirectly will support the expansion of useable space.	It is not clear how the request enhances or supports the educational experience of students	Proposal lacks any connections to enhancing student experiences.	Proposal is not well thought out. Major planning components are missing, cost are poorly defined and planned for
Emerging - 2	Request provides limited information on how the project enhances or supports student learning or learning environment	Request outlines an opportunity to support the expansion of useable space.	Request provides limited information on how the project enhances or supports the educational experience of students	Proposal makes reference to enhancing student experiences but doesn't not clearly demonstrate a connection	Proposal is well thought out but not everything has been considered. May have omitted some items
Developed - 3	Demonstrates direct connection to enhancing or supporting student learning or the learning environment	Request demonstrates a clear pathway to supporting support the expansion of useable space.	Demonstrates direct connection to enhancing or supporting the educational experience of students	Proposal clearly demonstrates a connection to enhancing student experiences.	Proposal was well written and includes a spending plan
Highly Developed - 4	Will have a meaningful impact that enhances and/or supports student learning or the learning environment	Request clearly demonstrates support the expansion of useable space.	Will have an immediate impact to enhancing or supporting educational experience of students	Proposal will go above and beyond in enhancing student experiences	Proposal is well written, includes all major and minor costs to fully implement and clearly articulates how the allocation is to be spent.

Possible Scores

Closing Remarks

- ❖ Website Revamp
- ❖ Computer & AV Refresh 26-27
- ❖ Student Fee Advisory Committee (SFAC) Membership
- ❖ Student Time Reporting & Required Title IX Trainings
- ❖ Meeting #2 Poll