



Student Fee Advisory Committee

Friday, November 1, 2024 | 8:00 - 8:55 a.m.

Location - Zoom: <https://csuci.zoom.us/j/87525456510>

Minutes

Committee members present:

Andrew Fox, Chair
Mari Riojas-Cortez
Judah Stice

Committee members absent:

Crystal Mendoza
Trina Darakjy
Allen Monge
Chair, Materials, Services, Facilities, & Technology Committee - Vacant
Chair, Instructionally Related Activities Committee - Vacant
Faculty - Vacant

Others in attendance:

Dianne Wei Bobritsky - Associate Director of DSA Budget & Staff Resources
Lainey Cortes - Administrative Coordinator to the Vice President for Student Affairs office

Minutes:

- I. Call to Order
 - a. Chair Fox called the meeting to order at 8:05 a.m.
- II. A. Fox announced that official business cannot be conducted due to a lack of quorum. We will use this meeting to open the floor to ask questions or make comments.
 - a. M. Riojas-Cortez – In nursing, do students purchase the \$2k bundle? D. Wei Bobritsky – Yes, students purchase it directly.
 - b. D. Wei Bobritsky – we are waiting for Provost to review the proposals.
 - c. Chair Fox – does the nursing bundle fee cover materials for all required nursing courses, or is this course specific? D. Wei Bobritsky will confirm with the program and report back to the committee.
 - d. D. Wei Bobritsky reported that she had to follow-up with faculty to clarify their fee needs, i.e., travel vs. lab or both.
 - e. J. Stice – do faculty who are requesting funds for travel need to list specific locations? D. Wei Bobritsky – they are allowed to have wiggle room regarding specificity as location is

not always the same. Additionally, if there are different faculty teaching, some faculty may travel, others may not.

- f. J. Stice – does honorarium for class speakers come out of tuition? D. Wei Bobritsky - Some faculty request IRA funds to pay honoraria. Approval of IRA funds may be more limited as the number of proposals increase, but the fee has remained the same. If faculty are requesting a Cat. III fee, they may be out of funding options.
- g. J. Stice - What happens if the fee collected for travel ends up being more than the expenses? D. Wei Bobritsky – a portion of the fee should be refunded to students. Program analysts should be reviewing projected costs and budgets per semester. They are the ones who report fee amounts to Student Business Services, who then set up the fee to charge to students.

III. Adjournment

- a. Chair Fox adjourned the meeting at 8:24 a.m.