



Channel Islands

CALIFORNIA STATE UNIVERSITY

Student Fee Advisory Committee

Friday, November 14, 2025 | 8:00 - 8:55 a.m.

Location - Zoom: <https://csuci.zoom.us/j/83578159107>

Minutes

Committee Members Present:

Emily Conde, SFAC Chair, Student Government President
Timothy Walker, Chair, ASI Board
Christell Martinez, Student-at-Large
Evan Grahn, Student-at-Large
Susan Kuzminsky, Faculty
Neomi Basquez, Staff
Mari Riojas-Cortez, Faculty

Others in attendance:

Joanne Caceres
Rosa Bravo
Andrea Grove (Guest Presenter)
Dianne Wei Bobritsky, Assoc. Dir. of DSA Budget and Staff Resources

- I. Call to Order
 - a. Chair Conde called the meeting to order at 8:02 a.m.
- II. Approval of the Agenda
 - a. Action item: Approval of the agenda
 - i. M/S (T. Walker/E. Grahn)
Motion 7-0-0
- III. Approval of Meeting Minutes
 - a. Action item: Approval of minutes from Friday, Nov. 7, 2025
 - i. M/S (T. Walker/C. Martinez)
Motion 7-0-0
- IV. Public Forum

- a. No public forum
- V. Composition of Committee
 - a. D. Wei shared this is our recurring agenda item. It will remain on the agenda until 30 days after it was introduced. After that time, the committee will vote in Fall to make a recommendation on how they want to move forward.
 - b. The membership composition is under consideration to add an ex-officio non-voting member from Business and Financial Affairs.
 - c. There were no committee remarks.
- VI. Review Category III Fee Proposals
 - a. The call for proposals was for fees to be established or adjusted in 2026-27.
 - i. All proposals listed an implementation date of Spring 2026, which falls outside of the request period. R. Bravo requested that the committee consider a Spring 2026 implementation date rather than waiting for Fall 2026. If they are not agreeable to the earlier implementation date, the Division of Academic Affairs may be able to find outside funding for Spring 2026.
 - b. The committee reviewed three Category III travel course fee proposals.
 - i. UNIV 390 – App #4146 from Andrea Grove
 - 1. Type: Travel/field trip (international study abroad) – Faculty led trip vs. student travel (Univ. 392)
 - a. Professor Grove joined the meeting to provide additional course information and answer questions. She shared that the proposal is for an international travel option aligned with a Smith Business School course. Students in the course are not required to travel. She noted that typical cohort sizes are fifteen students, and travel is post-commencement (May travel). Right now, the only travel location is Germany, however, other faculty and programs may be interested in a similar fee for their courses and travel could be within any semester.
 - 2. Requested fee: \$0-\$10,000 per student – If recommended for \$0-\$10,000 the Chancellor’s office would need to approve. Campus president’s authority is limited to \$0-\$3000.
 - a. A. Grove confirmed that based on past trip expenses, combined with past subsidized financial support, the maximum of \$3000 should suffice.
 - b. D. Wei shared that the students who do not opt to travel would not have to pay the fee.
 - c. Faculty costs are covered by the University/School and not by student fees.
 - 3. Requested start: Spring 2026

- a. A. Grove shared that the course fee would be needed by Spring 2027.
 - 4. D. Wei will inquire with Financial Aid and Student Business Services regarding the student registration process, fee charge timeline, and financial aid coverage.
- ii. ESRM 351 – App #4189 from Dan Reineman - Field Methods: Monitoring and Assessment
 - 1. Type: Travel/field-based (single and multi-day trips)
 - 2. Requested fee: \$500–\$1,000 per student.
 - 3. Requested start: When next offered (likely Spring 2026)
 - a. R. Bravo shared that Provost is in support of the proposal, but formal approval is still pending.
- iii. ESRM 313 – App #4162 from Clare Steele - Conservation Biology
 - 1. Type: Travel/field trip (multiple trips)
 - 2. Requested fee: \$0–\$500 per student.
 - a. Fee would cover van rentals for student travel to trip locations.
 - b. N. Basquez asked what happens if the trip (e.g., Santa Rosa Island) gets cancelled. D. Wei shared that the fee would be refunded. R. Bravo shared that the trip may also be rescheduled within the semester if the original date did not work out.
 - 3. Requested start: Spring 2026
- c. Next Steps: To finalize reviews and make recommendations during the next meeting on Nov. 21.

VII. Update from Oversight Committee Chairs

- a. T. Walker shared that the ASI Fee Referendum concluded with favorable results to increase the fee.
- b. The Candy Crawl drew a large turnout and was very well received.

VIII. Closing Remarks

- a. No remarks.

IX. Adjournment

- a. Chair Conde adjourned meeting at 8:48 a.m.

Next Meeting - Friday, November 21, 2025

- Review & Recommend Category III Fee proposals