



# Channel Islands

CALIFORNIA STATE UNIVERSITY

## Student Fee Advisory Committee

Friday, November 21, 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  
Dennise Arriaza  
Joanne Caceres

#### Others in attendance:

Dianne Wei Bobritsky, Assoc. Dir. of DSA Budget and Staff Resources  
Lainey Cortes, Admin Coordinator to the VPSA Office

- I. Call to Order
  - a. Chair Conde called the meeting to order at 8:03 a.m.
  
- II. Approval of the Agenda
  - a. Action item: Approval of the agenda
    - i. M/S (C. Martinez / S. Kuzminsky)  
Motion 7-0-0  
2 members were not present for voting
  
- III. Approval of Meeting Minutes
  - a. Action item: Approval of minutes from Friday, Nov. 14, 2025
    - i. M/S (M. Riojas-Cortez / C. Martinez)  
Motion 7-0-0  
2 members were not present for voting
  
- IV. Public Forum
  - a. No public forum
  
- V. Composition of Committee
  - a. D. Wei Bobritsky stated that voting to add ex-officio member from BFA in Spring. She opened the floor for questions to the committee. No discussion or questions.

VI. Review & Recommend Category III Fee Proposals

a. D. Wei Bobritsky presented three fee proposals to the committee.

- i. ESRM 351 course fee requested \$500-\$1000 range for Spring 2026 for various course trips. She noted that if a faculty member can get a travel fee established through a category III fee, then they don't have to request fees for an annual basis. This ensures fees are covered for travel in advance vs. waiting for a one-time request to be approved, which is not guaranteed.

1. Chair Conde stated she thought the proposal was a realistic proposal. The committee did not add additional comments.

- a. Action item: Motion to approve ESRM 351 course fee request of \$500-\$1,000 range

M/S (T. Walker/ J. Cesaraes)

Motion 9-0-0

- ii. ESRM 313 course fee in the \$0-\$500 range for single-day field trips for this course, primarily used for transportation for students to attend trips.

1. Chair Conde opened the floor for questions. J. Caceres asked if the fee was for travel and included admission tickets for destinations. D Wei stated she didn't think admission fees were written in this request. J. Caceres asked how many students are enrolled in this course & how many trips would be taken per semester. D. Wei Bobritsky answered there are 24 students and the proposal doesn't note the number of trips. S. Kuzminsky said the SB Zoo has an agreement where CI isn't charged for admission. It looks like 2 trips are likely for this course.

- a. Action item: Motion to approve ESRM 313 travel course fee \$0-\$500

M/S (C. Martinez / J. Caceres)

Motion 9-0-0

- iii. UNIV 390 study abroad course fee proposal in the \$2,500-\$3,000 range for optional business course.

1. D. Wei Bobritsky stated this optional course would take about 15 students for travel. Students can decide if they want to travel, and if they do, they pay the fee. This course would be tied to a business course and communicated to the students.
2. J. Caceres asked if there are any out-of-pocket expenses for the students. D. Wei Bobritsky answered that this course fee is the cost range the student would pay & this would cover a multi-day trip after commencement.
3. J. Caceres asked if this includes airfare. D. Wei Bobritsky confirmed it does.
4. M. Riojas-Cortez asked if students can add this course in Spring. She stated the course catalog doesn't show any fees associated with it, and what the plan is to communicate that fee on the course catalog. D. Wei Bobritsky answered that this fee will not be needed until Spring 2027. Once the fee is in place, then it would be posted for students on the catalog as an option if they sign up for the business course. D. Wei Bobritsky offered to make a note in the memo that even though SFAC approves the request, the fee won't go in effect until Spring 2027. It wasn't clear if the trip will happen this year or if they will cover through another funding option if they go after this year's commencement.
5. J. Caceres asked if this course fee excludes dinner and wanted to emphasize that students are clear that this is an estimate/range. D. Wei Bobritsky stated this is the fee students pay directly for this course, but it doesn't mean there

won't be out-of-pocket costs. The catalog should be clear about this. Additionally, if the fee is increased, a proposal would come back to the committee for approval and that anything over 3k has to be approved by Chancellors Office.

a. Action item: Motion to approve UNIV 390 travel course fee range of \$2,500-\$3,000

M/S (M. Riojas-Cortez / S. Kuzminsky)

Motion to approve 8-0-0

1 member was not present not vote

VII. Update from Oversight Committee Chairs

a. No updates

VIII. Closing Remarks

a. No closing remarks

IX. Adjournment

a. Chair Conde adjourned the meeting at 8:42 a.m.

The next meeting will likely be the first Friday in February 2026.