**STUDENT FEE ADVISORY COMMITTEE**

2014-2015 Academic Year

Meeting #4

Friday, April 10, 2015

8:30 a.m., USU 205

Members Present: Carmen Taylor (chair), Baghdassarian, Griswold, Miriam Hernandez, Jenkins, Lendrum, Phillips, Sharon Taylor

Members Absent: Clark, Hata, Ibarra, Miles

Staff Attendees: Eckhous, Fugatt, Hernandez, and Williams

Guest: Dr. Robert Francis, Wendy Lewis, Don Penrod, Henry Wu

1. Welcome and Introductions. Vice President Carmen Taylor, chair of the committee, called the meeting to order at 8:33 am and welcomed the committee members. Committee members introduced themselves.
2. Approval of Agenda and Minutes. The committee reviewed the minutes of the March 06, 2015 meeting. Minutes were approved as is (8-0-0).
3. Geological Sciences Department Fee Request. Dr. Robert Francis and Henry Wu presented a request to establish a new category III fee for GEOL 450-Summer Field Geology. The purpose of this fee would be for food, accommodations, and transportation for summer field expenses. It is estimated that the total cost for students to participate would be $1,400.00. The departments IRA will cover $700.00 of the cost, leaving the remaining $700.00 to be paid by the student. Last year the cost to the student was $1,495 and this course was offered through CCPE. After a state audit, it was determined that since this is a mandatory course, we can’t offer it through CCPE. They were made to transfer the course from CCPE to the state side summer session and in doing so, it made the course fee eligible for IRA funding. Sharon Taylor asked if the students did not have this summer field course, would they still be able to complete and graduate. Francis and Wu both responded no, this is a required course. Sharon Taylor stated that typically this type of fee would be covered by tuition. Francis said that if they are forced to teach the course with tuition funding only then they will have stay in the Long Beach area and since Long Beach is such an urbanized are, students will not get a full experience. Wu also stated that not all campus’ offer this part of the course so non-CSULB students take this course to complete their degree requirement. Carmen Taylor asked on average how many students they have in the class. Francis said 20 and usually 2-3 are from other universities. Sharon Taylor asked how the students are taking a course on our campus if they are not a student. Wu said they enroll through CCPE as an open university. Sharon Taylor said that is a different fee, not this fee, they will be paying CCPE fees. Wu said no because this is a state supported summer session, this is not a CCPE summer session. Carmen Taylor asked if there were additional questions. Carmen Taylor wants to make sure that before voting everyone has a full understanding of the proposal on the table. No additional questions were asked. Carmen Taylor reminded all members that we will be making a recommendation to the president, not making the final decision. Griswold motioned, Phillips seconded to recommend to the president to establish a new Category III Fee for GEOL 450 in the amount of $700. The motion passed (7-1-0).
4. Discussion of Course Fee for Digital Course Material. Penrod presented an informational PowerPoint on Digital Course Material.
5. Review of Student Fee Activity Report, 2014-2015. Two new items; Summer Field Geology fee that we just voted on to make recommendation to President and MS Supply Chain Management that was approved by President.
6. Adjournment. The meeting adjourned at 9:35am.

Tami Williams, Division of Student Services

(These minutes have not been approved)