

STUDENT FEE ADVISORY COMMITTEE
2007-08 Academic Year
Meeting #2
Friday, March 14, 2008
8:30 a.m., USU-306

Members Present: Robinson (chair), Andrews, Barker, Hata, Hubbard, McClinton, Montano, Reich, Schwanemann, Soni, Taylor, Yutzenka

Members Absent: Kearney, Rice

Staff Attendees: Eckhous, Gleason, Hernandez, Sanchez

Guests Present: Vern Eveland, Henry Fung, David Huckaby

1. Welcome and Introductions: Vice President Robinson, chair of the committee, called the meeting to order at 8:55 a.m. Robinson welcomed attendees and asked them to introduce themselves.
2. Approval of Agenda and Minutes. The agenda for the March 14, 2008, meeting was approved (12-0-0). The minutes of the December 14, 2007, meeting were reviewed and approved unanimously (12-0-0).
3. Request for Approval to Add New Courses to Existing Fee Categories in College of Natural Sciences/Mathematics: Fung distributed detailed information of the three fees the college is requesting.
 - a. Request for attaching the same course fee (\$10) to laboratory sections split from previously approved lecture-laboratory courses (BIOL 200 and BIOL 205): Fung said that some students complete the lecture component of these courses at other colleges, but not the lab portion. So, in consideration of these students, the college decided to set up laboratory-only courses (BIOL 200L and BIOL 205L), rather than having students repeat the whole course. The course fee is for the laboratory courses only.

Soni asked for clarification of the course fee numbers. Fung said that the Chancellor's Office course fee categories are different from the biological sciences course fee categories.

Schwanemann asked if the laboratory sections are currently available. Huckaby said they are, but there are not many students in them who are not also enrolled in a lecture course. Robinson asked if students enrolled in the laboratory course only will be in the same lab as students who are taking the lecture portion also. Huckaby said they will be.

Montano moved, Soni seconded to approve the request. The motion passed unanimously.

- b. Request for course fee for a two-semester course that is now a three-semester course: Evolution diversity course, BIOL 111, is a new course with a lab

component. Request is to allow this course to charge an existing fee, Biological Fee II (\$35).

Fung said the department decided it would be better to teach this course by introducing concepts in general biology with a chemistry background. The request is to attach the fee to the lab portion, BIOL 111L.

Huckaby said the lab is being split off from the lecture as a separate course, so if students do poorly in the lab or lecture course, they can repeat it and not the other course. This will also save money for the department and for students.

Huckaby stated that BIOL 211A is being taught for the last time this semester. BIOL 213 will be offered in fall 2009; a request will be made to this committee at a later date for a fee for this course.

Hata said that offering BIOL 111 will be good for freshmen; they can be introduced to biology early.

Soni asked if there is a relation between the cost of the lab and the fee. Fung referred the committee to Attachment 4, which contains a listing of the cost of materials. If students want to purchase the required items on their own, they will not have to pay the fee (although it would be difficult for individuals to purchase some of the biological items).

Soni asked if BIOL 211 and BIOL 111 have similar requirements. Fung said yes, but they are not in the same organizational structure.

Montano moved, Hata seconded to approve the fee request. The motion passed unanimously (12-0-0).

- c. Request for new course fee (\$55) for a cross-listed course which has not had a prior course fee: The department wishes to cross-list MICR 415/515 with BIOL 415/515.

Soni asked how long the course has been offered. Huckaby responded that it had not been offered for a few years. Fung said the course was not offered because there was no faculty with the expertise for it; now there is.

Soni asked if there is an auditing process for all course fees. Robinson said there is a very extensive review which is presented to this committee at the first meeting of the academic year. Eckhous added that the Chancellor's Office also conducts regular audits of all course fees.

Andrews moved, Barker seconded to approve the fee request. The motion passed unanimously (12-0-0).

Montano left the meeting at 9:20 a.m.

- 4. Review of Student Fee Activity: Eckhous presented a year-to-date report of student fee activity. The highlighted area on page one of Attachment 6 includes the

requests the committee will consider today. The highlighted area on page two indicates a UCES fee which falls in a previously approved range.

Robinson said that when there is movement within a range, departments are to report to this committee.

Robinson said that in late August of each year the university presents a report to the Chancellor's Office that accounts for all student fee activity during the prior year. The SFAC will review the 2007-08 report at its first meeting during fall 2008.

Soni asked about the new range for UCES (Attachment 6, Item 24). Eckhous replied that UCES has an "umbrella" student fee range, from \$0 – \$5,000. Soni said he had a concern that if the range is that broad, it could rise by a large amount without being audited. Hata said that UCES is accountable to this committee for the fees. Soni said he would like someone from UCES to come before this committee to explain how the \$225 per unit fee was arrived at for the summer travel abroad program.

Eckhous said that she will provide the committee copies of the form that departments complete. The form is extensively reviewed before it is presented to this committee. Hata said it is a detailed calculation of how a department determines the amount of a fee.

Robinson said he will request that someone from UCES come before this committee to explain the fee range.

Robinson reminded committee members that actions this committee has taken since 2006 can be viewed on the SFAC website.

5. Future Meeting Dates: Gleason explained that the meeting schedule that was developed is in conflict with the meetings of Staff Council, which are also held on the second Friday of the month. Because of this, Staff Council's representative has not been able to attend the SFAC meetings. After discussion, committee members agreed to meet next on April 25 at 8:30 a.m. Members will be notified of the location of the meeting.

Soni asked if department representatives are encouraged to submit materials early. Hata said that they are, as three weeks are needed to prepare for a meeting.

6. Adjournment: The meeting was adjourned at 9:35 a.m.

Respectfully submitted,

Mary Sanchez, Student Services
(These minutes have not been approved.)