

Student Fee Advisory Committee

March 13, 2015
Meeting Minutes

Present: Sonali Madireddi, Sherwynn Umali, Myron Lozano, Isaac Straley, Alexander Le, Ami Glazer, Sanaa Khan, John Delshadi, Felicia Martinez

Absent: Justin Chung, Reza Zomorrodian, Sara Lone, Matthew Tsai

Staff: Karen Mizumoto

1. 3/13/15 meeting agenda approved
2. 2/27/15 meeting minutes approved (no official minutes for 3/6/15 meeting because quorum was not reached).
3. 2015-16 CMSF Proposals
 - a. Arts
 - i. 65C Gizmology & Kinetics
 1. Proposal to charge a new CMSF of \$65.00 per course per student.
 2. This is a benefit to students because the department can buy in bulk instead of students paying more individually.
 3. Recommend approval of \$65.00 per student fee level.
 4. Vote: 6-0-0 (no faculty/staff included).
 - b. Engineering:
 - i. ENGR 100 – Special Topics in Fabrication
 1. Proposal to charge \$40.00 per course per student for course being retitled.
 2. ENGR 195 with titles FABSAFETY: CORE AND FABSAFETY: WELDING have been discontinued as of the winter 2015 and have been replaced by ENGR 100. No changes to content and course materials.
 3. No idea what students are being charged for. What supplies are being purchased?
 4. Same supplies and materials are used for 100 as were used for 195, which already has an approved fee of \$40.00.
 5. Recommend approval of \$40.00 per student fee level.
 6. Vote: 4-2-0 (no faculty/staff included).
 - ii. BME 60A-B-C – Engineering Analysis/Design: Data Acquisition/Data Analysis/Computer-Aided Design.
 1. New CMSF of \$60.00 per student per course.
 2. Need more information on costs.
 - a. If there is a tiered project, how is it determined how costs are constructed.

- b. Need a detailed budget break down/information on expenditures by each course in the sequence, not a total cost for all three courses.
 - 3. Why are costs doubling by only adding five students?
 - 4. Why fee for first course the same as for 60B and 60C; 60A (and maybe 60B) uses software, not materials; most of the costs are for software, not fabrication.
 - 5. Recommend continuing \$23.00 (\$22.89) fee level for 60A and no fee level for 60B and 60C.
 - 6. Vote: 6-0-0.
 - iii. MAE 106 – Mechanical Systems Laboratory
 - 1. Proposal to increase CMSF from \$60.00 per student to \$100.00 per student.
 - 2. Seems reasonable to approve at projected \$100.00 cost per student (actual cost per student was \$110.00 per student in 2013-14).
 - 3. Recommend CMSF of \$100.00 per student.
 - 4. Vote: 6-0-0.
 - iv. MAE 151 – Mechanical Engr Design
 - 1. Proposal to increase CMSF to from \$14.00 per student to \$30.00 per student).
 - 2. Increase in cost due to increase in complexity of projects.
 - 3. Recommend increase to \$29.00 (\$28.89) per student (no rounding up to \$30.00).
 - 4. Vote: 6-0-0.
 - v. MAE 195 – Engr Project Design
 - 1. Request to increase fee from \$30.00 per student to \$100.00 per student fee.
 - 2. Costs have increased; actual cost per student exceed the current \$30.00 CMSF per student.
 - 3. \$100.00 covers specific costs used in project (by project teams).
 - 4. Similar costs as for MAE 189; seems appropriate to charge MAE 195 students the same amount for the fabrication materials.
 - 5. Recommend CMSF of \$100.00 per student.
 - 6. Vote: 6-0-0.
- c. Biological Sciences
- i. M116L – Molecular Biology
 - 1. Request to increase CMSF from \$60.00 per student to \$90.00 per student.
 - 2. Seems reasonable in comparison to other UCs.
 - 3. Department has provided detailed cost information.
 - 4. Recommend increase to \$90.00 per student.
 - 5. Vote: 6-0-0.
 - ii. M121L Immunology Lab
 - 1. Request to increase fee from \$75.00 to \$100.00 per student.
 - 2. M121L was an existing fee; replaced (with M124L) by M127L – Immunology and Virology Lab because of budget reductions. Due to

faculty retirements in Virology, M127L will not be offered; M121L has been reinstated for spring 2015 with the approved CMSF of \$75.00. M127L has an approved CMSF of \$200.00.

3. Increase to \$100.00 per student in fall 2015 will be approximately half of the approved fee for M127L which combined immunology and virology.
 4. Recommend approval of fee to \$100.00 per student.
 5. Vote: 6-0-0.
- iii. E112L - Physiology Lab
1. Request reduction of fee from \$45.00 to \$40.00 per student.
 2. Request includes cost of lab staff; CMSF should not be used to support lab staff. CMSF should be recalculated to not include salary/benefits for staff.
 3. Surplus funds cannot be used for the repair of gas analyzers (instructional equipment) or for TA teaching materials.
 4. Recommend decrease in fee to \$30.00 (\$29.91) per student to exclude cost of lab staff support.
 5. Vote: 6-0-0.
- iv. E166 – Field Biology
1. Request for increase in CMSF to \$70.00 per student.
 2. No increase in fee for 10 years; costs exceed revenue from current fee level.
 3. Covers cost of field trips (transportation and entrance fees) and some materials.
 4. Students seem supportive based on survey results.
 5. Recommend approval of increase in fee to \$70.00 per student.
 6. Vote: 6-0-0.
- v. E179L – Freshwater Field Ecology
1. Requests to reduce fee from \$25.00 per student to \$20.00 per student.
 2. Covers cost of field trips; cost has gone down because vans are now provided by the Natural Reserve System for certain field trips so the department does not have to rent vans for all field trips.
 3. CMSF should not be used to cover the cost of lab staff; the CMSF will need to be recalculated to exclude the cost of staff.
 4. Recommend reduction of CMSF to \$12.00 (\$11.80) per student.
 5. Vote: 6-0-0.
- d. Future actions re: CMSF requests
- i. Future CMSF proposals should include a requirement for more detail (i.e., budget or cost breakdown) with cost analysis. The committee will work on a template for the 2016-17 CMSF proposals.
- e. Sonali will draft a response with recommendations to Interim Provost Clark. The recommendations will be provided the first week of April after spring break.
4. The committee will not review ballot language for the “My UCI” referendum. ASUCI had decided not to include this on the spring 2015 election ballot.

5. Review of CSF Standing Policy #8 will be deferred until the first meeting of the spring 2015 quarter.
6. Meeting adjourned.