

# Student Fee Advisory Committee

May 18, 2018  
Meeting Minutes

Present: Auzzsa Eaton, Brennan Gonerig, Connor Strobel, Deon West, Edgar Dormitorio, Javier Solis (proxy for Shronda Davis), Judy Zhu, Martín Jacinto, Michelle Chan, Rivka Jones (proxy for Lydia Natoolo), Taariq Elmahadi, Travis Abshire

Absent: Gabrielle Escobedo, Michael McCarthy, Lydia Natoolo, Shronda Davis

Staff: Karen Mizumoto, Lisa Grigaitis

1. May 11<sup>th</sup>, 2018 Meeting Minutes Approved after a few suggested edits are made.
2. Elizabeth Bennett, University Registrar, and Robert Tomoguchi, Senior Business Analyst in the Registrar's office, joined the meeting to discuss the document fee proposal.
  - i. They are proposing a one-time, mandatory document fee for transcripts, verifications, and diploma mailings, to be effective to new incoming students Fall 2018.
    - a. The fee would be charged to new students only, during their incoming term. Current students would be grandfathered in.
    - b. The fee would be approximately: \$170 for undergrads, and \$85 for masters, self-supporting professional programs, and doctoral students.
    - c. For graduate students that were also UCI undergrads, the Registrar would like to only charge them a doc. fee once, but she has not worked out the numbers yet to be able to verify this.
  - ii. Currently, students pay \$17 per document. If the one-time fee isn't approved, the per doc. fee will need to increase to \$29.
    - a. The Registrar's office would give a rough approximation that the average student incurs ten document fees. Doc. fees are applied to not only transcript requests but verifications, which students typically need to show records on living expenses such as car insurance (student discounts), bus passes, etc.
3. The committee discussed the document fee proposal amongst themselves.
  - i. As follow-up, the committee would like to ask the Registrar's office a few additional questions:
    1. What are the specifics of the proposed fee ranges- ex./ the \$170 is an estimate- is there is a way to lower it?
    2. If the fee is approved and implemented, and the Registrar's reserves were to get back to a healthy state (would this be ~15%?), then could the rates for the one-time fee be lowered?
  - ii. The committee would like to wait to vote on whether to recommend supporting this fee until after these follow-up questions have been answered.

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4. Committee Group Review and Deliberation of 2017-18 SSF Supplemental Funding Proposals.
  - i. The committee heard back from PAA regarding the request for 50% funding for summer PAAs and they said that they would be able to utilize partial funding (10 hr./wk. x 13 weeks x 24 PAAs @ \$11.50/hr.)
  - ii. The committee voted to move the following proposals onto final ranking and voting: 5, 11, 18 and 25, pending discussion with the Provost.
  - iii. With the remaining 15 proposals, each committee member was asked to rank them individually, relative to one another. (1 being highest priority, 15 being the lowest). We will average out the responses to aid in deliberations.
  
5. Meeting adjourned.