



MEMORANDUM

Date: February 7, 2024

To: Thomas A. Parham, President

From: Bobbie Porter, Co-Chair, Student Fee Advisory Committee 
Edgar Mejia-Alezano, Co-Chair, Student Fee Advisory Committee 

Subject: Student Fee Advisory Committee Recommendations for Academic Year 2024-25 Fees

The Student Fee Advisory Committee (SFAC) assembled in October 2023 and November 2023 to consider proposals for 2024-25 student fees. The committee consisted of ASI President-appointed student committee members and faculty and staff selected by you from a list of divisional Vice Presidents nominees. The voting members are:

Faculty & Staff – Dr. Bobbie Porter (MPP), Susan Sanders (MPP), Yvette Nava (Staff), Raymond Castillo (Staff), Dr. Kathleen Janert (Faculty), Joshua Jeffers (Faculty), Chris Manriquez (Former Chair and Non-Voting)

Students –Edgar Mejia-Alezano, Andrea Marie Cocjin, Efrain Contreras, Jhanella Mae Martinez, Rahul Vattigunta, Michelle Gonzalez, Marcelo Cowo, Juan Valladolid

Of the members above, 12 were present at the vote.

Staff to the committee consisted of Nick Norimoto, University Budget Director, and Tony Jake, Associate Vice President, Administration and Finance, with support from Yvonne Calderon, Executive Assistant, Office of Diversity, Equity, Inclusion, & Justice.

Proposals and inquiries were received for new student fees and increases to existing fees; and were reviewed and analyzed by the Budget Office. Category II and III fee proposals were presented to the SFAC for consideration and recommendation. Each committee member was provided reference materials and information, and copies of the fee requests were placed in a Dropbox created for committee members. All proposals were presented to the committee by faculty and staff on October 25, 2023. Discussion and votes were held on November 15, 2023 and November 29, 2023.

Executive Order 1102 states the President has authority for the oversight and adjustment of Category II and III fees. Category III fees can be established or adjusted by the President within the range established by the Chancellor. Currently the ranges for which the President has authority are as follows: Course fees up to \$150, and for field trips or travel off-campus up to \$3,000.

A summary of the proposals, the committee recommendation, and staff review of the proposals are attached. Category IV and V fees are included in this memo. However, they were not presented to SFAC

for recommendation since CSU policy (EO-1102) states SFAC shall consider proposals for Category II and III fees. A Budget Office analysis is provided for Category IV and V fees for your consideration.

Student Fee Advisory Committee – Voting Recommendations

The Student Fee Advisory Committee reviewed and voted on the following Fees listed below:

Category II Campus-Based Mandatory Fees

Instructionally Related Activities Fee: Increase fee from \$10 to \$30 in 2024-25, \$50 in 2025-26, \$70 in 2026-27

This fee proposal was passed through Alternative Consultation. The fee increase will support athletic events, artistic performances, student research, field trips, and other experiences that take college learning beyond the traditional classroom and lecture.

Presidential Decision:

 X Approve Reject

Modify Recommendation: _____

Category III Miscellaneous Course Fees

CLS 301 Intro to Clinical Lab Procedures: Increase fee from \$7 to \$10

The fee will cover increasing costs of kits, chemicals, and materials required for lab work.

Voting results: **12 in favor**; **0** opposed; **0** abstain

Presidential Decision:

 X Approve Reject

Modify Recommendation: _____

CLS 302 Clinical Practical Lab Phlebotomy: New fee request of \$5 in 2024-25, and \$10 in 2025-26

The new fee request will cover the necessary materials available for students to learn and practice essential skills safely and effectively.

Voting results: **12 in favor**; **0** opposed; **0** abstain

Presidential Decision:

 X Approve Reject

Modify Recommendation: _____

CLS 304 Intro to Urinalysis and Body Fluids: Increase request from \$10 to \$15

The fee increase will cover increasing prices of laboratory items used for urinalysis laboratory experience.

Voting results: **12 in favor**; **0** opposed; **0** abstain

Presidential Decision:

☒ Approve ☐ Reject

Modify Recommendation: _____

CLS 306 Clin Immun & Immunochem: Increase request from \$22 to \$30

The fee increase will cover the increasing cost of supplies and ensure the continuation of high-quality hands-on experiences.

Voting results: **7 in favor**; **4** opposed; **1** abstain

Presidential Decision:

☒ Approve ☐ Reject

Modify Recommendation: _____

CLS 307 Clinical Hematology: Increase request from \$20 to \$30

The fee increase will ensure students have access to the latest tools, resources, and training, positioning them for success in a rapidly evolving field.

Voting results: **7 in favor**; **4** opposed; **1** abstain

Presidential Decision:

☒ Approve ☐ Reject

Modify Recommendation: _____

MFT 596 Practicum Tevera Registration: Increase request from \$195 to \$215 in 2024-25, and \$235 in 2025-26

The fee increase will cover the access fee of the Tevera contract, purchased by each student.

Voting results: **12 in favor**; **0** opposed; **0** abstain

Presidential Decision:

☒ Approve ☐ Reject

Modify Recommendation: _____

MFT 599 Comprehensive Examination BBS Form B: New fee request of \$10

The new fee will be utilized for student events and promotional items for potential students.

Voting results: 0 in favor; 12 opposed; 0 abstain

Presidential Decision:

 Approve X Reject

Modify Recommendation: _____

CHE 453 Biochemistry II Lab: New fee request of \$60 in 2024-25, and \$80 in 2025-26

This new fee will be used to purchase supplies for hands on research training relevant to laboratory techniques.

Voting results: 9 in favor; 3 opposed; 0 abstain

Presidential Decision:

 X Approve Reject

Modify Recommendation: _____

CHE 451 Biochemistry I Lab: Increase fee request from \$53 to \$70 in 2024-25, and \$80 in 2025-26

This fee increase will cover purchasing of supplies for newly implemented experiments.

Voting results: 8 in favor; 4 opposed; 0 abstain

Presidential Decision:

 X Approve Reject

Modify Recommendation: _____

CHE 433 Advanced Integrates Lab II: New fee request of \$55 in 2024-25, and \$60 in 2025-26

This new fee will cover the costs of supplies and equipment for the labs and hands-on job training.

Voting results: 12 in favor; 0 opposed; 0 abstain

Presidential Decision:

 X Approve Reject

Modify Recommendation: _____

CHE 431 Advanced Integrates Lab I: New fee request of \$55 in 2024-25, and \$60 in 2025-26

This new fee will cover the costs of supplies and equipment for the labs and hands-on job training.

Voting results: **12 in favor**; **0** opposed; **0** abstain

Presidential Decision:

☒ Approve ☐ Reject

Modify Recommendation: _____

CHE 230 Quantitative Analysis: Increase fee request from \$20 to \$35 in 2024-25, and \$50 in 2025-26

The fee increase will cover increasing costs of supplies and equipment – instrument maintenance, instrument consumables, and replacement of broken glassware.

Voting results: **4** in favor; **8 opposed**; **0** abstain

Presidential Decision:

Modified Presidential Decision: increase fee from \$20 to \$30 in 2024-25 with HEPI capping at maximum rate per CSU Fee policy

☐ Approve ☐ Reject

Modify Recommendation: _____

CHE 103 Chemistry Lab Global Citizen: Increase fee request from \$5 to \$22

The fee increase will cover the cost of chemicals, glassware, chemical consumables, breakages of small items, and gloves required in the lab.

Voting results: **4** in favor; **8 opposed**; **0** abstain

Presidential Decision:

Modified Presidential Decision: increase fee from \$5 to \$15 in 2024-25

☐ Approve ☐ Reject

Modify Recommendation: _____

MGT 490 Strategic Management Seminar: Decrease fee request from \$94 to \$0

Eliminating this fee as the Department of Management & Marketing will no longer be utilizing the BSG software that was mandatory for the course.

Voting results: **12 in favor**; **0** opposed; **0** abstain

Presidential Decision:

☒ Approve ☐ Reject

Modify Recommendation: _____

Category IV State Supported Administrative Fees and Fines

SON Challenge Exam: Decrease fee from \$50 to \$0

Eliminating fee because the challenge exam is no longer given to students.

Presidential Decision:

 X Approve Reject

Modify Recommendation: _____

Graduate Intent to Enroll: New fee request of \$100

This fee will be charged to incoming graduate students who submit their intent to enroll at CSUDH. Upon registration, the fee will be transferred to offset a portion of the student's tuition. If the student does not enroll, the deposit will not be refunded but will be assigned to the Office of Graduate Studies and Research to assist in providing services to graduate students. This fee will be similar to the existing fee in place for undergraduate students.

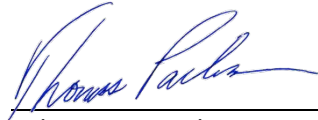
Presidential Decision:

 X Approve Reject

Modify Recommendation: _____

President's Final Decision:

By my signature below I confirm all of my decisions as indicated for each fee proposal above.



Thomas A. Parham, President

March 8, 2024

Date

Copy: SFAC Members
 Cabinet members
 Nick Norimoto, University Budget Director, Budget Planning & Admin
 Tony Jake, Associate Vice President, Business and Finance