



DIVERSITY, EQUITY, INCLUSION & JUSTICE

OFFICE OF THE VICE PRESIDENT
JAMES L. WELCH HALL WH B-470

PHONE: (310) 243-1025

MEMORANDUM

Date: March 17, 2025

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 2025-26 Fees

The Student Fee Advisory Committee (SFAC) assembled in October 2024, November 2024, and February 2025 to consider proposals for 2025-26 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), Cynthia Napoles (Staff), Raymond Castillo (Staff), Dr. Kathleen Janert (Faculty), Gioella Chaparro (Faculty)

Students – Edgar Mejia-Alezano, Jhanella Mae Martinez, Marcelo Cowo, Gyanan Kolasani, Alexandra Huitzacua, Efrain A. Contreras, Kyrsten Tyler, Airam Solorzano, Janet Alvarez

Of the members above, 11 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 31, 2024. Discussion and votes were held on November 14, 2024 and February 20, 2025.

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.

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 III Miscellaneous Course Fees

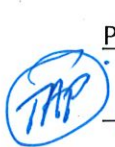
UNV 392 Global Experiences: New fee request up to \$10,000

The fee will cover accommodation, meals, local transportation and excursion for a faculty-led study abroad course.

SFAC Discussion: The committee had discussed this fee proposal considerably. They first requested a full cost breakdown that make up the proposed fee rate. The department responded with a range of up to \$10,000 which would be determined by specific costs of the trip. The committee was concerned about the range up to \$10,000 and the categorization of the fee. They discussed the likelihood that we can establish a fee with a range, not knowing the exact fee rate established. They discussed the possibility of establishing a fee without a specific rate. They expressed concern if this fee should be categorized as a course fee if the rate could fluctuate. The committee questioned if the fee should be a different category. After research with the Chancellor's officer, it was confirmed that there are similar study abroad fees in the CSU. Other campuses have established study abroad course fees with ranges up to \$10,000. The rate is determined by required costs of the trip. In addition, due to the high range, this fee still required the Chancellor's approval.

Voting results: **8 in favor**; **3** opposed; **0** abstain

Presidential Decision:



☒ Approve ☐ Reject

Modify Recommendation: _____

MSN 578 Online Patient Cases: New fee request of \$65

The new fee will cover the costs for an annual subscription for online patient simulations.

SFAC Discussion: The committee inquired further about the COVID funding (how much and explanation of it going away). There was discussion about the amount of students enrolled in each course and the impact of an annual subscription. The department representative explained the subscription is for a year and wouldn't overlap with other courses needing subscription.

Voting results: **11 in favor**; **0** opposed; **0** abstain

Presidential Decision:

☒ Approve ☐ Reject

Modify Recommendation: _____

NN

Provision: fee increase allowed up to 10% in the event annual subscription rate increases. SFAC must be informed. If above 10%, must go through fee proposal process.

MSN 558 Patient Models: New fee request of \$200

The new fee will pay for live patient models for students in the Family Nurse Practitioner Program.

SFAC Discussion: No discussion.

Voting results: **11 in favor**; **0** opposed; **0** abstain

Presidential Decision:

☒ Approve ☐ Reject

Modify Recommendation: _____

MSN 558 Online Patient Cases: New fee request of \$65

The new fee will pay for real patient video cases for students in the Family Nurse Practitioner program.

SFAC Discussion: The committee inquired further about the COVID funding (how much and explanation of it going away). There was discussion about the amount of students enrolled in each course and the impact of an annual subscription. The department representative explained the subscription is for a year and wouldn't overlap with other courses needing subscription.

Voting results: **11 in favor**; **0** opposed; **0** abstain

Presidential Decision:

☒ Approve ☐ Reject

Modify Recommendation: _____

Provision: fee increase allowed up to 10% in the event annual subscription rate increases. SFAC must be informed. If above 10%, must go through fee proposal process.

NN

MSN 549 Online Patient Cases: New fee request of \$65

The new fee will pay for real patient video cases for students in the Clinical Nurse Specialist program.

SFAC Discussion: The committee inquired further about the COVID funding (how much and explanation of it going away). There was discussion about the amount of students enrolled in each course and the impact of an annual subscription. The department representative explained the subscription is for a year and wouldn't overlap with other courses needing subscription.

Voting results: **11 in favor**; **0** opposed; **0** abstain

Presidential Decision:

☒ Approve ☐ Reject

Modify Recommendation: _____

NN
Provision: fee increase allowed up to 10% in the event annual subscription rate increases. SFAC must be informed. If above 10%, must go through fee proposal process.

MSN 547 Online Patient Cases: New fee request of \$65

The new fee will pay for real patient video cases for students in the Clinical Nurse Specialist program.

SFAC Discussion: The committee inquired further about the COVID funding (how much and explanation of it going away). There was discussion about the amount of students enrolled in each course and the impact of an annual subscription. The department representative explained the subscription is for a year and wouldn't overlap with other courses needing subscription.

Voting results: **11 in favor**; **0** opposed; **0** abstain

Presidential Decision:

☒ Approve ☐ Reject

Modify Recommendation: _____

NN
Provision: fee increase allowed up to 10% in the event annual subscription rate increases. SFAC must be informed. If above 10%, must go through fee proposal process.

CHE 456 Clinical Chemistry: Increase fee from \$53 to \$70 in 2024-2025, and \$80 in 2025-2026

The fee increase will cover increasing costs of chemicals and supplies required for lab work.

SFAC Discussion: The committee inquired about the amount of sections that part of this lab course and the breakdown of the 96 students estimated to be impacted. The department responded that for every semester, there are 3 sections offered with a capacity of 16 students each section.

Voting results: **10 in favor**; **1** opposed; **0** abstain

Presidential Decision:

☒ Approve ☐ Reject

Modify Recommendation: _____

TAP

ELJ 745 Cosmopolitan Leadership: New Fee Request of \$500

The new fee will cover a 10-day international leadership experience for students in the Doctor of Education program.

SFAC Discussion: The committee understands that this fee will only cover a portion of total cost of the course curriculum. No other concerns from the committee.

Voting results: **11 in favor**; **0** opposed; **0** abstain

Presidential Decision:

☒ Approve ☐ Reject

Modify Recommendation: _____

Category IV State Supported Administrative Fees and Fines

Diploma Fee: Increase fee from \$15 to \$20 in 2025-26.

The fee increase will cover inflationary costs increases of vendor services for postage and processing fees.

Presidential Decision:

☒ Approve ☐ Reject

Modify Recommendation: Increase to \$30.00

Commencement Fee: Increase fee from \$80 to \$90 in 2025-26, and \$10 increase each year following until 2035-36

The fee increase will cover inflationary costs increases of vendor services for postage and processing fees.

SFAC Discussion: The committee inquired about expenditure projections. The department responded with updated projections that includes roughly 2% increase in costs. The committee inquired about the timing of the increase, suggesting to move it up one year to 2025-26 as opposed to 2026-27. Proposal has been updated to increase fee effective next year 2025-26. Department clarified that additional revenue will be used to catch up to increasing costs and any additional revenue will be used to enhance the experience. Department also confirmed cost savings will always be consider and implemented where necessary. But the experience for guests will always be priority.

Presidential Decision:

☒ Approve ☐ Reject

Modify Recommendation: \$80 TO \$105; + 10% INCREASE/YR THRU 2035-36.

President's Final Decision:

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



Thomas A. Parham, President



Date

Copy:

SFAC Members

Cabinet members

Nick Norimoto, University Budget Director, Budget Planning & Admin

Tony Jake, Associate Vice President, Business & Finance