

Incidental Fee Committee Meeting #2
Thursday, October 22, 2020 | 8:30 AM
Via Zoom (link in Calendar invite)
ASWOU President NJ Johnson in Chair

Minutes

1. Call to Order
 - 8:33AM
2. Approval of the agenda
 - Agenda approved without objection
3. Roll Call (name, pronouns, position, restaurant that Monmouth needs)
 - IFC Members
 - i. NJ, interim chair vi. Logan Jackson
 - ii. Quentin Kanta vii. Carlos Fonseca Jr.
 - iii. Blanca Jimenez viii. Kayley Arpaia (joined meeting at 8:49AM)
 - iv. Elvis Solis Santos ix. Nick Denning (joined meeting at 9:16AM)
 - v. Juliana Cameron x. Makana Waikiki (approved absent)
 - Advisors
 - i. David McDonald
 - ii. Darin Silbernagel (proxy for Ana Karaman)
 - iii. Gary Dukes
 - Area Heads
 - i. Rip Horsey, Campus Recreation
 - ii. Emmanuel Macías, WOLF Ride
 - iii. Tammy Gardner, CDC
 - iv. Malissa Larson, Abby's House, ACCESS, Food Pantry
 - v. David Janowiak, Creative Arts

- vi. Randi Lydum, Athletics
- vii. Patrick Moser, Student Engagement, Student Media
- Other Representatives
 - i. Maria Barrera, ASWOU Vice President
 - ii. Liz Marquez, ASWOU Senate President
 - iii. Camarie Moreno, Director of Budget and Planning
 - iv. Sydney Carpenter, News Editor Western Howl
- IFC Secretary
 - i. Paula Taylor

Old Business

4. Expectations

- No new expectation to add.

5. IFC Chair Election

- Nominations
 - i. Juliana nominates herself and accepts the nomination, second by Logan.
 - ii. Last call for nominations
 - iii. Juliana - I think Makana expressed interest in being chair.
 - iv. Motion made and seconded to move Juliana into chair.
 - v. Discussion? None
- Election
 - i. Roll call vote
 - a. Quinton – aye
 - b. Blanca – aye
 - c. Carlos – aye
 - d. Elvis - aye
 - e. Juliana – aye
 - f. Logan – aye
 - g. Kayley – aye
 - h. Motion passes 7 -0-0
- NJ yields chair to Juliana at 8:51AM

New Business

6. 2020-21 Timeline Discussion

- Task of each term
 - i. IFC meetings earlier because only fall term allocated. Need decision on who pays IFC fees and how allocated. What do we project to get during winter and spring terms? Prepare for 2021-2022 fiscal year. Decide timeline.
 - ii. Fall term \$141,000 IFC fees, \$1M tech fee, revenue internal sales.
 - iii. Open for discussion.
 - i. Allocation, do we have idea if we get tech fee for winter and spring?
 - iv. Dave – President Fuller allocated \$1M for fall to allow operations of areas to continue. Winter and spring term have not been decided.
- Fall 2020 week-to-week timeline
 - i. Needs more discussion

7. Winter/Spring 2021 Fee Discussion

- Fall only, IFC fee charged to in person students. Let us discuss Winter and Spring fees.
- What does fee for paying student look like?
 - i. Current fee structure on campus in person courses 1-5 credit \$265 and 6 credit and above on campus in person pay \$395. IFC could make decision to charge online student.
- Opt-out option was hypothetical, no means to do that yet.
- Quentin – Best course is to decide that we want to charge online student the IFC fee.
 - i. Discussion on fee structure

- NJ: 2 stances
 - i. IFC interested in deciding winter term only
 - ii. Decide rest school year
- Nick entered 9:16AM
- Discussion on term or full year budget allocation
 - i. Money unknown
 - ii. Better to take it term by term
 - iii. Allocate funds on what students need and best serves them.

8. Allocation Discussion

- Tasks for area heads
 - i. What are needs for winter term budget?
 - ii. 55% cut starting point.
 - iii. Create a timeline for this subject. What is deadline?
 - iv. Do we need to have open hearings?
 - a. Liz: yes, not in summer because it was interim IFC. Bylaws no guidelines during summer. Have not seen these circumstances. This IFC committee we need to follow the bylaws and have open hearings
 - v. What is our income?
 - a. Not discussed yet.
 - b. 50% to 55% guideline. Great to know how much to allocate first, then decision what the fee is. How are services going to serve online student? To justify fee. Set guidelines first.
 - c. \$924,000 in reserve and brought in \$145,000 under normal fee structure plus \$1M from tech fee.
 - d. NJ: part of agreement give joint presentation with President Fuller to Board about allocation of \$1M fee. Asking that definition of fee-paying student will be revisited.

- vi. Camarie explains credit fee structure
 - a. \$228 per credit online and \$176 per credit in person.
Online break the fee apart in 2 components.
 - b. 4.55% increase on tuition.
 - c. Online fee is not additional revenue.
- vii. What is timeline so we can work backwards?
 - a. Board meets November 18. First subcommittee is week before board meeting.
- viii. Juliana other discussion?
 - a. NJ meeting with President Fuller and wait for update and go from there.
 - b. Request budget from area heads.
 - c. Updated definition of students we are going to charge.
- ix. Nick clarified requests of area heads in chat:
 - a. By 10/28 placed in folder on shared IFC drive
 - b. A budget proposal for 50% of base budget (taken from last year's allocation)
 - c. A brief presentation on where this money is going, and what you have prioritized in your budget (e.g. online services & employment retention).
 - d. The whole IFC was \$4.6M FY21. \$1.9M for fall. \$2.7M left for rest of fiscal year, 2 more terms. \$1.35M per term for all areas combined.

9. Messages from the floor

- NJ: Juliana thank you for taking on the role as the chair.

10. Adjournment

- Blanca motioned to adjourn, Carlos seconds
- 10:16 AM meeting adjourned.