

Campus Fee Advisory Committee “CFAC”

An Overview



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Outline

➤ FEES

- Definition & Authority
- [Executive Order 1102](#)
- Categories

➤ CFAC

- Purpose
- Membership
- Operations
- Referenda / Alternative Consultation Process

What do we mean by “fees”?

- Payments due to the University by individual students
- Exclusive of *non-student* payments for rents, licenses, leases, refunds, vendor payments, interest earnings, royalties, etc.

Fee Categories

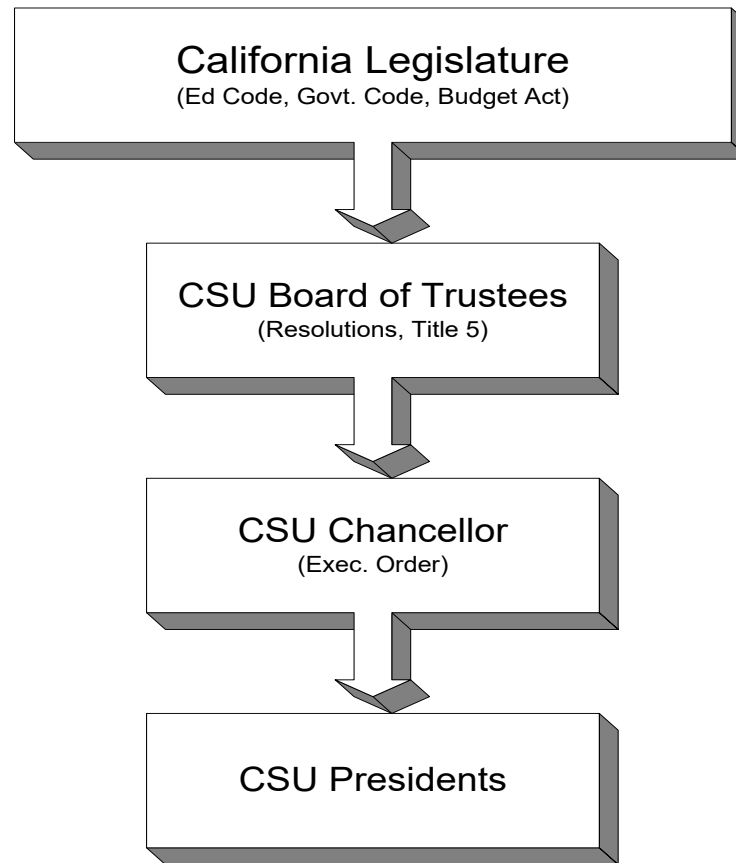
- Category I: **Systemwide** mandatory fees. Fees that must be paid to apply to, enroll in, or attend the university or pay full cost of instruction.
 - Tuition Fee
 - Non-resident tuition
 - Application Fee
 - Professional program fee
- Category II: **Campus** mandatory fees. Fees that must be paid to enroll in or attend the university.
 - Student Success Fee
 - Health Facilities / Health Services Fee
 - IRA Fee
 - ASI Fee
 - University Union Fee



Fee Categories

- Category III: Miscellaneous course fee. Fees associated with a state supported course for materials and services used in course instruction.
- Category IV: Fees other than Category II or III paid to receive materials, services, use of facilities, fees resulting from dishonored payments, late submissions, misuse of property, or security deposits.
 - *Off-campus Study Abroad programs*
 - *Commencement, Testing, Late fees, etc.*
- Category V: Fees paid to self-support programs such as Parking, Housing, and Continuing Ed
 - *Housing*
 - *Parking*
 - *Continuing Ed*
- Category VI: Systemwide Voluntary Fees

Flow of Authority



Delegated Authority

- Board of Trustees
 - *Authority to establish, oversight and adjustment: Cat I*
 - *Authority to establish: Cat VI*
- CSU Chancellor
 - *Authority to establish, oversight and adjustment: Cat II, III*
- President
 - *Authority to establish Cat IV and V*
 - *Oversight and adjustment: Cat II and III*
 - *Limited authority to establish and adjust: Cat III*

Exec. Order No. 1102

- Effective July 22, 2015
- *Maintains Campus Fee Advisory Committee*
- Continues practice of seeking the advice of the campus fee advisory committee combined with student referenda and/or alternative consultation processes for mandatory student fees
- Expanded five categories of student fees to six (to categorize the Student Involvement and Representation Fee (SIRF))



Campus Fee Advisory Committee

- The Committee considers proposals for the establishment and adjustment of Category II or Category III fees and provides recommendations to the President.
 - Adjusting or establishing a Category II fee normally requires a student referendum, conducted by the campus or by the student body association.
- Reviews the annual fee report provided by Financial Services.
- Reviews and approves meeting minutes and annually reviews appropriate policies and forms.



CFAC Membership

- **Student Representatives:** President of the Associated Students, Inc., or designee, six student representatives. The total of students must be one more than the total of administrative, faculty, and staff representatives.
- **Faculty Representatives:** Faculty Senate Chair, or designee. One member of the Educational Policy and Resources Committee
- **Administrative/Staff Representatives:** Four administrative/staff representatives

CFAC Operations

- ASI President and Faculty Senate Chair preside as voting members & co-chairs of the committee
- Meetings are held at least once a year
- Finance and Admin services provides staff support to assist with the preparation of agendas, minutes, and dissemination of information.



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Fee Referendum Process

- See guidelines For Implementation Of Campus Fees Policy
- <https://www.csusb.edu/policies/policy-guidelines-implementation-campus-fees>

CFAC Web Site

<https://www.csusb.edu/campus-fee-advisory-committee>

- *Members*
- *Annual Reports*
- *Meeting Materials*
- *Fee implementation guidelines*
- *Approved fees*

