

CAMPUS FEE ADVISORY COMMITTEE (CFAC)

AGENDA

Friday, March 25, 2016

12:00pm-3:00pm

Clark Hall 540

Committee Members:

_____ Josee Larochelle, Admin & Finance Rep, Co-Chair	_____ Joyce Lum, Dir. of Student Fee Affairs, AS, Co-Chair
_____ Marna Genes, Academic Affairs Rep	_____ Eric Medrano, Dir. of Student Rights & Res, AS
_____ Robb Drury, Student Affairs Rep	_____ Abid El-Mlaari, Dir. of Internal Affairs, AS
_____ Michael Kimbarow, Academic Senate Designee	_____ Matthew Diwata, Controller, Associated Students
_____ Stefan Frazier, Faculty Member	_____ Joshua Romero, VP , Associated Students
_____ LooLoo Amante, President, Assoc. Students	_____

I. Approval of December minutes

II. Review & Discuss FY 15-16 SSETF Course Support Allocations

III. Student Success Task Forces 16/17 Funding Request Presentation (*Time Certain, 1:00-1:30 PM*)

CFAC recommended approval of funding for 2015/16, however 2016/17 funding will remain held in abeyance until more details are brought forth including review/discussion about program accountability and expenditures.

IV. Discussion of SSETF “Student Success” Base Funding Outcome Reports (Available on Screen)

V. 2016 Approved Campus Mandatory Fees (Info Only)

I. December Minutes

Available after CFAC approval

II. FY 15-16 SSETF Course Support Allocations

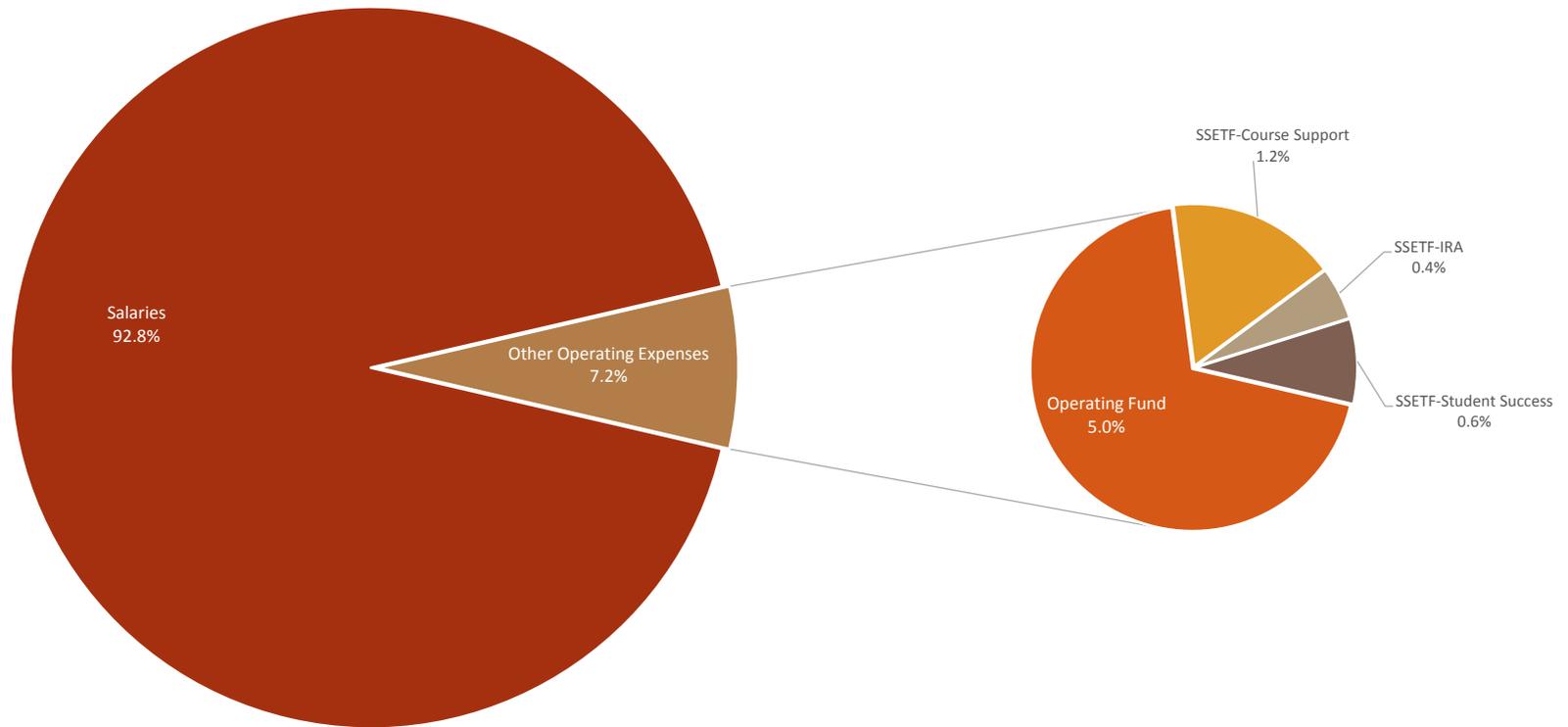
Student Success, Excellence and Technology Fee (SSETF) - Course Support

2015-16 Academic Affairs Division Allocation Plan

Academic Planning & Budgets, November 2015

	Applied Sciences & Arts	Business	Education	Engineering	Humanities & the Arts	Science	Social Sciences	Total
Allocations								
Base	\$ 220,415	\$ 577,952	\$ 2,745	\$ 253,440	\$ 493,633	\$ 366,075	\$ 5,780	\$ 1,920,040
One-Time	8,220	20,600	94	18,750	18,297	16,289	188	82,438
Total Allocations	\$ 228,635	\$ 598,552	\$ 2,839	\$ 272,190	\$ 511,930	\$ 382,364	\$ 5,968	\$ 2,002,478
Uses								
Course / Lab Assistants	\$ 16,267	\$ 280,479		\$ 105,980	\$ 10,000	\$ 56,327	\$ 2,000	\$ 471,053
Course / Lab Staff Support (computer)		173,573						173,573
Course / Lab Materials & Accessories	84,584	28,000	2,839	98,429	392,009	274,184	3,968	884,013
Course / Lab Equipment Replacement	119,184	64,000		53,626	18,297	51,853		306,960
Course Related Projects / Workshops		17,500			86,624			104,124
English Technology Writing Initiative					5,000			5,000
Software / Licenses	8,600	35,000		14,155				57,755
Total Uses	\$ 228,635	\$ 598,552	\$ 2,839	\$ 272,190	\$ 511,930	\$ 382,364	\$ 5,968	\$ 2,002,478

2014-15 College Expenditure Categories (Regular Session) - \$94.6M



III. Student Success Task Forces 16/17 Funding Request

San José State University
SSETF Biennial Budget Funding Request - FYs 2015-17

Please refer to the SSETF Allocation and Expenditure Procedures on the SJSU Finance website (under Policies & Guidelines)

Division: Academic Affairs
College/Dept.: Provost Office/SASS
Contact Person: Michael Cheers, Marcos Pizarro,
Michael Randle, Itza Sanchez

Dean/AVP Approval: Maureen Graberg
DeptID: 1531 **Ph:** 4-2535(MR)
4-2551 (IS)

Title of Proposed Project: African American + Chican@/Latin@ Student Success Task Forces

Indicate which SSETF Priority this request fulfills:

- Academic Technology
 21st Century Teaching Spaces
 Retention & Graduation
 Student Success Services & Graduation Pathways

One-Time Request - 2015/16	
Staff/Faculty Salaries*(Program Leadership):	
Faculty-in-Residence (2)	\$43,500.00
Program Coordination & Staff Support	\$55,000.00
	\$0.00
	\$0.00
	\$0.00
Benefits (42%):	\$41,370.00
Other Salary**--Student Assistant:	\$7,500.00
Sub-Total Compensation	\$147,370.00
Student Success Interns	\$52,000.00
Study Halls	\$10,000.00
Phone-a-thon	\$3,000.00
Community Events/Promo Items	\$60,000.00
Sub-Total Supplies	\$125,000.00
Total One-Time w/o benefits	\$231,000.00
Total 2015/16 Request	\$272,370.00

One-Time Request - 2016/17	
Staff/Faculty Salaries*(Program Leadership):	
Faculty-in-Residence (2)	\$43,500.00
Program Coordination & Staff Support	\$55,000.00
	\$0.00
	\$0.00
	\$0.00
Benefits (42%):	\$41,370.00
Other Salary**--Student Assistant:	\$7,500.00
Sub-Total Compensation	\$147,370.00
Student Success Interns	\$52,000.00
Study Halls	\$10,000.00
Phone-a-thon	\$3,000.00
Community Events/Promo Items	\$60,000.00
Sub-Total Supplies	\$125,000.00
Total One-Time w/o benefits	\$231,000.00
Total 2016/17 Request	\$272,370.00

Total Funds Requested:

\$544,740.00

***Complete the Details section on page 2 for all salary dollars requested.**

****Other Salary includes student assistants, temporary/seasonal workers, shift differentials, etc.**

Briefly describe the program/project and purpose for which funds are being requested:

The Taskforce on African American Student Success and the Chican@-Latin@ Student Success Taskforce have been working jointly to address the issue of the achievement gap (low graduation rates) and institutional retention for these two vital segments of our student population at SJSU. The charge of these two task forces is to: (1) identify the key challenges that impede the retention and graduation of African American and Chican@/Latin@ students enrolled at SJSU, (2) develop program and service remedies to address the needs of African American and Chican@/Latin@ students with respect to closing the achievement gap, and, (3) provide action steps for the university to administer to better address these needs. The two groups have identified key areas for addressing the challenges faced by African American and Latina/o students at SJSU with each of the taskforces committing to several critical objectives:

- Addressing the loss of students who struggle with remediation through targeted counseling and intervention courses.
- Confronting students' lack of familiarity with support systems, mentors and resources that will assist them as students at SJSU by implementing programs and specific interventions intended to build on their strengths and skills.
- Continuing the development of an organized network of advisors/mentors on campus who understand the unique needs of African American and Chican@/Latin@ students and are committed to addressing those needs through existing and new interventions.

Describe how this proposal supports the SSETF priority(ies) specified on page 1:

The Task Force Programming Coordination directly supports Retention and Graduation by specifically working towards sustaining the support infrastructure necessary to address the retention and achievement gap for Under-represented Minority students (URM). Preliminary data collected by SASS shows an overwhelming number of students leaving SJSU for various reasons from academic failure to lack of support networks. Programming efforts spearheaded by both task forces continue to implement specific programming for these underrepresented groups to assist them in successfully navigating their educational journey, culminating in graduation.

Describe the expected outcomes and provide the timeline of activities (feel free to include attachments):

The primary outcome of this project is to build a more engaged and supportive academic community of African American and Chican@/Latin@ students and ultimately increase retention and graduation rates, with subsequent higher rates of graduates pursuing post-baccalaureate degrees. The reality is that SJSU has never developed specific strategies or mechanisms to address the needs of African American and Chican@/Latin@ students, who are at greatest risk for dropping out. We intend to learn from an action research report, conducted by Professors Michael Cheers, Rona Halualani, Lisa Oliver, and Marcos Pizarro, on why these two cohorts leave SJSU. This report will be discussed with the campus community later this Fall 2015 semester and the findings will be integrated into the on-going work of the task forces. We do know that African-American and Chican@/Latin@ students have the highest attrition rates at SJSU. Funding this project will show acknowledgement that significant collaboration and cooperation needs to take place on this campus immediately to reverse the trend of students dropping out because they feel isolated, uninformed, and uncomfortable navigating their way through what they perceive as administrative barriers and impenetrable academic protocol. Attached to this proposal is the schedule for Fall 2015 events for the African American Student Success Task Force and the Chican@/Latin@ Student Success Task Force. Similar activities will be conducted in subsequent semesters.

Provide a description of the data or evidence to be collected showing the impact of the results or whether the desired outcomes have been achieved (to be included in your final report):

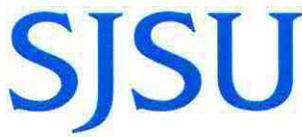
As part of the on-going work of the groups, we are continuing to analyze all available data that detail the experiences of our students, while also working actively with the students themselves to understand their qualitative experiences that relate to those data and seeking their input in the design of our support systems. We are also collaborating with SASS to develop a comprehensive assessment of all existing support programs on campus, their effectiveness, and the gaps related to the most critical needs of African American and Chican@/Latin@ students. Finally, the Taskforces hope to investigate the approaches of other universities who have been successful at increasing the retention of African American and Chican@/Latin@ students.

Detail of One-time Staffing Request:

Position title	Job Code	Anticipate d Hiring	Annual Salary	FTE	Salary Requested
Faculty-In-Residence: MP		7/1/2015		0.25	22,353.00
Faculty-In-Residence: MC		7/1/2015		0.25	20,370.00
00000750: IS	1038	7/1/2015	62,028.00	0.50	31,014.00
Admin Support: CH		7/1/2015	38,480.00	0.50	29,151.00 *
Total Requested			\$ 100,508.00	1.50	\$ 102,888.00

* Include benefit to be transfered to AANAPISI

V. 2016 Campus Mandatory Fees (Information)



March 24, 2016

Finance

**Office of The Associate
Vice President**

Accounting Services
Accounts Payable
Bursar's Office
Contracts & Purchasing
Distribution Services
Finance Support
University Budget Office

One Washington Square
San José, California 95192-
0008
Voice: 408-924-1660
Fax: 408-924-1892

www.sjsu.edu

To: Meg Deiss, University Bursar
From: Bradley D. Olin, Director, Budget Planning & Risk Management
Subject: **Notice Of Fee Approval: Summer 2016 Campus
Mandatory Fees**

On March 23, 2016, Interim President Susan Martin approved the Summer 2016 Mandatory Fees, effective summer term, 2016.

The President's Signature of approval regarding this fee appears on the attached memo.

Please share this information with anyone who may require it; comments or questions about this process may be directed to me at Bradley.Olin@sjsu.edu, or 4-1663.

Cc: Marian Sofish, Registrar's Office
Bobbie Seiler, Bursar's Office
Shirley Wen, Accounting Services

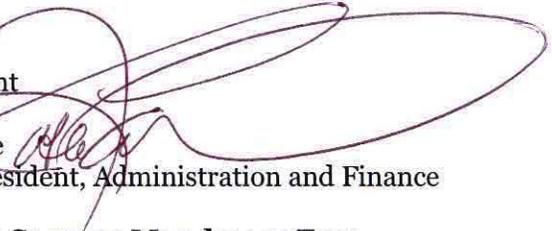
March 23, 2016

**Office of the Vice President
Administration and Finance**

One Washington Square
San José, California 95192-0006
Voice: 408-924-1500
Fax: 408-924-1515

sjsu.edu/admin/finance

To: Susan Martin
Interim President

From: Josee Larochelle 
Interim Vice President, Administration and Finance

Subject: Summer 2016 Campus Mandatory Fees

In Summer 2016, the university will offer both State Support and Self-Support programs. Campus mandatory fees are assessed to both students enrolled in state support programs and matriculated students enrolled in self-support special sessions. Students enrolled concurrently in state-support and self-support sessions are assessed mandatory fees only once, regardless of the number of classes/sessions taken. Non-matriculated students are not assessed mandatory student fees.

Summer mandatory fees are proposed at 2/3 of the normal/full semester fee rates. Summer 2016 fees are based on Fall 2016 fees, which are flat from Fall 2015 with the exception of 2.1% inflationary adjustments based on the Higher Education Price Index (HEPI).

The Chancellor's Office has deemed that pro-ration of mandatory fees for Summer does not constitute establishment of new fees nor a change in existing fees, therefore review by CFAC (Campus Fee Advisory Committee) is not required. Following your approval, the Summer Mandatory Fees will be shared with CFAC as an information item.

A schedule of proposed Summer **2016** Campus Mandatory Fees is attached for your consideration and approval.

Please sign the attached spreadsheet in the upper right hand corner if you approve the Summer 2016 Campus Mandatory Fee Schedule, and return to me at your earliest convenience.

Attachment: Summer Session 2016 Campus Mandatory Fee Proposal

Campus Mandatory Student Fees

Summer Term 2016

Susan Martin

Interim President Susan Martin

March 23, 2016 ^{Date}

Mandatory Student Fees	Summer 2015		Fall 2016 Fees	Recommended Summer 2016	
	State-Support	Self-Support		State-Support	Self-Support
Student Association Fee	\$59	\$59	\$91	\$61	\$61
Student Union Fee	230	230	352	235	235
Student Health Fee	95	95	145	97	97
Health Facility Fee	39	39	59	39	39
Document Fee	10	10	15.50	10	10
SSET Fee - IRA	101	101	154.50	103	103
SSET Fee - Course Support	21	21	31.50	21	21
SSET Fee - Student Success	81	81	124	83	83
Part Time Tuition Totals	\$636	\$636	\$972.50	\$649	\$649

Notes:

1. Campus Mandatory Fees (excluding Tuition Fee) have been defined as 2/3 of the coming Fall Semester. Summer fees rounded to nearest dollar.
2. Effective Summer 2013, previous use of the Northern CA CPI has been changed to the CSU standard, HEPI. The 2015 HEPI rate was 2.1%.

HEPI = Higher Education Price Index