

## Incidental Fee Committee Meeting #6

Friday, February 17, 2023 | 4:00 PM

Via [Zoom](#)

Dennis Long in Chair

### Minutes

1. Call to Order
  - 4:05PM
2. Approval of agenda
  - Julz: I move to amend the agenda to change the chair for Ever Young to Dennis Long.
  - Jill Seconds
    - i. No dissent
    - ii. Amendment approved
  - Sunny moves to approve the agenda
  - Julz seconds
    - i. no dissent
    - ii. Agenda approved
3. Approval of Minutes 02.10.23
  - Jill move to approve the minutes from 02.10.23
  - Julz seconds
    - i. no dissent
    - ii. Minutes approved
4. Roll Call (name, position, pronouns)
  - IFC Members
    - i. Monét Jackson
    - ii. Sunny Winters
    - iii. Jill Whisler
    - iv. Alexis Ferdig
    - v. Julz Mayson
    - vi. Dennis Long
  - Advisors
    - i. Amber Deets
    - ii. Camarie Moreno
    - iii. Tina Fuchs
  - Area Heads
    - i. Rip Horsey, Campus Rec
    - ii. Chelsee Blatner, Student Engagement

- iii. David Janowiak, Creative Arts
- iv. Kristen Perry, Abby's House/Food Pantry
- v. Rian Gayle, ACCESS
- vi. Tammy Gardner, Child Development Center
- vii. Emmañuel Macias, Wolf Ride
- viii. Owen Hubers, ASWOU Director of Business & Finance
- Other Representatives
  - i. Kodee Harwood, ASWOU President
  - ii. Connor Goehring, ASWOU Senate President
  - iii. Maddux Gillet, ASWOU Senate Pro Tempore
  - iv. Clark Callahan, ASWOU Senator
  - v. Hunter Hall, ASWOU Vice President
  - vi. Damon Thayer, ASL Interpreter
  - vii. Chrys Burcham, ASL Interpreter
- IFC Secretary
  - i. Paula Taylor

## Old Business

- 5. Sweep Back
  - Amount reported to Camarie
    - i. SE \$40,000.00
    - ii. LIA \$6,766.20
    - iii. Media \$,1074.00
    - iv. SAB \$5,000.00

## New Business

- 6. Preliminary Decision
  - [Fee Structure](#) & Fee Amount
    - i. Looked at [other university IFC Fees](#)
      - 1. Rip: Campus Rec in Portland is their debt service for their building, WOU Rec \$42.
      - 2. Amber: This is just a discussion on Incidental Fees. This group does not make decisions on the other ones. WOU has other fees but those are accessed by other bodies. Dennis: Does that answer the question on how other schools charge fees?
      - 3. Dennis shows Example Preliminary Decision FY24
        - a. Camarie: I made some changes. Areas in blue asked less CSL, areas in red asking more than CSL. CSL - current service level is the base. Revenue projection, based on same structure as we have this year.
        - b. Allocation available is \$3,079,132 based on same fees as this year.

- c. Goal for tonight is FY24 prelim allocations that are set in this document at 30% cut across the board.
- 4. Dennis: First we decide the fee structure, second part fee amount, third cuts to budgets.
  - a. Questions/discussion on structure?
    - i. Jill: Summer fees drop significantly. No services during summer?
      - 1. Camarie: Yes, we had 2 IFC processes with 2 different fees and 2 different allocations. Two full IFC sessions, summer was in a deficit for years, simplified it and rolled it into one.
    - ii. Jill: Are there less services in the summertime?
      - 1. Camarie: Yes.
    - iii. Jill: What is different in the service? Is it justified to reduce the cost?
      - 1. Camarie: Abby's House /Food pantry are year round operations, ACCESS only for IFC related events, ASWOU less active over summer, Athletics less active over the summer, Campus Rec open but on a limited schedule, Childcare not open over summer, Creative arts has summer theater but scaled back, SE WUC is open but less hours, Student Media and Wolf Ride do not operate over the summer.
  - b. Dennis shows [fee structures](#)
    - i. Alexis: Summer fee questions, since it is limited in the summer, limited services for online students as well.
      - 1. Dennis: Summer on campus increase and summer online fee the same as it is now?
      - 2. Alexis: Yes.
    - ii. Dennis: I found out that the fee gets charged until the day before class starts.
      - 1. Camarie in chat: Will work on getting counts -- in general a lot of classes are online summer, so it would probably dramatically reduce summer revenue (which is at \$126K)
    - iii. Dennis: Are we increasing the fees for in person and reducing for online?
      - 1. Camarie: Decreasing the fees for summer?

2. Dennis: No 2 separate fees. In person in summer \$135 and online \$125.
  3. Camarie: So everybody in summer gets charged a fee but online and in person are separate amounts? Ok so increase for some decrease for others.
  4. Dennis: Yes.
  5. Alexis: Increase summer fee for on campus and decrease for online?
  6. Dennis: Correct \$135.00 for summer in person and \$125.00 online for summer Fee would not change for online students.
- iv. Alexis: A lot of classes in summer are online.
1. Camarie: Would you not charge summer online students anything?
    - a. Alexis: No, when lowering the rate for online we might lose revenue.
  2. Amber: Change the summer fee to \$200. Majority of courses are online. Make summer the same as online.
    - a. Alexis: Yes, that is what I meant.
  3. Tina: In chat - An increase to \$200 in the summer is a 60% increase.
    - a. Amber in chat - Wow, that is a lot! Cam, What is the cost needed to be for summer to cover?
      - i. Camarie: What is an acceptable fee for summer? Reduced services.
  4. Dennis: Maybe \$150.
    - a. Rip in chat - Summer 2019 was \$175.00 and 2018 \$167.00.
      - i. Dennis: Why so high?
  5. Connor: Running this by students in this space right now would be great. Ask them what they think about increasing summer fee?
    - a. Jill: I hear what Connor is saying, very important. If the fee is \$125 and 33% of services, how much are we cutting back in the summer to justify this little of a fee?

- b. Tina: Summer 2023 most classes are online. Really important point, Jill, many of the services during the academic year, not in summer.
6. Sunny: More context what an online summer looks like. I was on campus over the summer, students take all online classes and live on campus and students take online classes that live nearby but still utilize Campus Rec. Creative arts put on theater production. Students are utilizing the services if they are online or off campus.
7. Rip: To speak to a point Camarie made, summer budget was very difficult to run through. Campus Rec. only asked for utilities and student staff pay. Everything falls to academic year budget.
8. Alexis: I am online and live close and use the campus services.
9. Chelsee: The summer allocation does not cover the WUC operation. WUC less hours but have a lot of conferences in the summer to make revenue.
10. Dennis: Could we increase the summer fee, and increase the other fees?
11. Jill: Was thinking what increase is proportional to access to services?
12. Dennis: Last year there were comments that students would rather pay higher fees, if you do not cut areas.
13. Alexis: Increase the fee \$10, is \$30 per year to keep the services that we have.
14. Alexis - 5% increase to fee, including the online fee.
  - a. Camarie: 5% over the prior year allocation?
15. Alexis: What is the likelihood that the president rejects?
  - a. Camarie: Balance of affordability and services to students. College is expensive.
  - b. Tina: The President wants a vibrant student life on campus.

4:57 Rian leaves meeting

16. Dennis: The president has the ability to say no to our decision.
17. Emmanuel in Chat: “By state law (Oregon Revised Statute 352.105) the Western Oregon University Board of Trustees is empowered to collect incidental fees for the university upon the request of the Associated Students of Western Oregon University (ASWOU). The mandatory incidental fee, use of the fee, or decision to modify an existing fee may be refused by the Board or the President of the university under the Board’s control if the Board or the President determine that: 1. The assessed or allocated mandatory fee is in violation of applicable local, state or federal law. 2. The allocation conflicts with a pre-existing contractual financial commitment. 3. The total mandatory incidental fees budget is an increase of more than five percent over the level of the previous year. 4. The fee request is not advantageous to the cultural or physical development of students.” — IFC Bylaws, Article I, section 1, #3.
18. Amber: Jesse does not want WOU to be at the same tuition rate as OSU and UofO. We might lose students to them.
19. Amber: Does Alexis mean \$10 each or the 5%?
  - a. Alexis: \$10.00.
  - b. Camarie: Just under 5% is \$390 and \$210.
20. Alexis: This is only \$30 more a year.
  - a. Dennis: Good point but we need to address student concern. Good to have open hearings to hear from a bunch of students quickly..
21. Julz: Projected revenue no includes the \$390 and \$210, right? Still not put us in a great position.
  - a. Camarie: Correct.
22. Dennis: Discussion on amounts of fee?

Rian back at 5:05

- a. no discussion
  - v. Sunny: I move to set the on campus fee to \$390, \$210 for online and \$150 for summer.
    - 1. Alexis seconds
    - 2. Roll call vote:
      - a. Julz yes, Monét yes, Sunny yes, Alexis yes, Jill yes.
    - 3. Motion passes 5-0-0
  - vi. Dennis: Any structure change?
    - 1. Julz: Is there a difference between graduate and undergraduate
    - 2. Amber: Based on modality not on student standing.
  - vii. Sunny: I move to keep the same fee structure as last year.
    - 1. Julz seconds.
    - 2. Roll call vote.
      - a. Julz yes, Monét yes, Sunny yes, Jill yes, Alexis yes.
      - b. Motion passes 5-0-0.
- [Budgets & Cuts](#)
    - i. Dennis: Look for motion to open up discussion.
      - 1. Alexis: I move to open up discussion.
        - a. Julz seconds
        - b. No dissent
    - ii. Amber: Go line by line and vote line by line.
      - 1. Dennis: Motion and vote line by line?
      - 2. Amber: Sorry, Camarie is correcting me, allocate line by line and then the person at the end that makes the motion read all of it line by line.
    - iii. Dennis: Discussion on cuts.
      - 1. Open floor for IFC members.
      - 2. All areas are now at 30% cuts.
      - 3. 25% cut will still have money for reserve.
      - 4. Cut (blue) areas that asked for less 29% and (red) areas that asked for more 25% and the rest 27%.
        - a. Camarie: The more requests should not be taken into consideration. That could be considered an enhancement.
      - 5. Only students should discuss, not area heads.
      - 6. Pool closure at 17% cut.
      - 7. What does 26% cut look like?
      - 8. Computer replacement is that a service to students?

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- a. This is for all IFC funded areas who need a computer replaced.
  9. What areas can fundraise or have alternative funding to make up the cuts?
    - a. Abby's House, Athletics, Childcare, Creative Arts.
  10. Last year 2 areas were cut more than others, Student Engagement and ASWOU.
  11. Areas with cuts to student pay?
    - a. Abby's House, Athletics, ASWOU, Campus Rec., Creative Arts, Student Engagement, SAB, Student Media, WOLF Ride, Child Care.
    - b. Athletics and Childcare do not historically have student labor.

Connor leaves meeting 5:50PM returns at 5:53PM

Emmanuel leaves the meeting 6:06PM

Julz leaves 6:06PM

Rian leaves meeting 6:08PM

Kristen leaves 6:08PM

ASL Interpreters leave at 6:09PM

Dennis if any other IFC member leaves we will not have a quorum to vote.

12. Access only area that receives additional funding from IFC reserve if current budget is depleted. IFC must provide ACCESS funding to provide services to students.
  13. How successful is Abby's House in fundraising?
    - a. Fundraising goes to the foundation. Food pantry benefits from fundraising.
  14. Big fundraiser is an auction, about \$3,000.
- iv. Alexis moves to start the voting process.
  - v. Connor: It needs to be clear for every single line. Need a motion to start voting.
  - vi. Monét: I move to allocate to Abby's House/Food Pantry \$21,095, ACCESS \$17,016, ASWOU \$191,190, Athletics \$818,285, Campus Rec \$851,974, Childcare \$36,575, Computer Replacement \$11,100, Creative Arts \$199,956, Student Engagement Ops \$896,479, SE LIA \$42,418, SAB \$42,379, Student Media \$69,047, WOLF Ride \$32,369, Extraordinary Travel zero dollars, for a total of \$3,229,883.00.
    1. Sunny seconds
    2. Roll call voting
    3. Monét yes, Jill yes, Alexis yes, Sunny yes.
    4. Motion passes 4-0-0 ([Preliminary Decision](#))
- Tabling days/times
    - i. Dennis: 2 or 3 open hearings either in person or zoom. Members must attend at least one, preferable all. Please think about next



week sit at a table for 30 min - to an hour and zoom or in person open hearing

- ii. Monét: Can we have a “when is good”?
  1. Dennis: Yes, “when is good” means you are available at these times. What are our time limits?
  2. Paula: What is the time frame? What is the deadline to respond?
    - a. Dennis: At the latest Monday.
- iii. Connor: Open Hearings need to be posted a minimum 2 weeks in advance.
- iv. Tina: What is your plan for tabling and then are Open Hearings?
  1. Dennis: When looking at “When is Good”, there is time Tuesday at 6PM and Thursday and Friday.
  2. Tina: Next week or the week after?
  3. Connor: IFC by-laws say 2 week notice. If you have a posting that open hearings are from this date to that date, I will take that as 2 week notice.
  4. Amber: Send an email to all students.
- v. Camarie: I think we have enough time to make our Board of Trustees deadline. March 6-10 Open Hearing, March 13-17 Final Decision, Hard deadline is March 25th.
- vi. Tina: Open Hearing earlier in the week and then on March 10 have Final Decision.
- vii. Dennis: We will work on this later.

#### 7. Advisors' Time

- Tina
  - i. Thanks IFC for the focus and discussion.
- Camarie
  - i. Thank you , this is a volunteer position and you take a lot of your time.

#### 8. Messages from the Floor

- None

#### 9. Adjournment

- Jill motions to adjourn the meeting.
- Alexis seconds
- No dissent
- Meeting adjourned at 6:42PM