

Meeting Notes
Chancellor's Advisory Committee on Student Services and Fees
April 1, 2015

1. Course Materials and Services Fees (CMSF)

- Course Materials and Services Fees 101. Hugh provided a brief overview of Course Materials and Services fees (CMSF). There are currently 106 CMSF, averaging \$86 (excluding large field trip fees) with a range from \$8 to \$4,806. CMSF are overseen by a campus committee of students, faculty and staff. *See handout.*
- Current issue: disparate impact of CMSF on students and revised UCOP guidelines. Cruz outlined the disparate impact CMSF have on some students. *See handout.*
- Subcommittee report and future concept. Joy provided an update on the working group that met twice this semester. The working concept provided to CACSSF was:
 - Students should have equitable access to classes and course materials, regardless of their socioeconomic status, and the campus should reduce the disparate impact of course materials and services fees (CMSF).
 - One-third of the fee revenue generated from CMSF should be used for need-based financial aid. One-third is consistent with the return-to-aid requirement for Berkeley's campus-based fees. The committee recognizes that many fees may need to increase to meet such a requirement.
 - Require that the collection of CMSF be done through the Student Financials segment of the new Student Information System (SIS). This will allow the campus to collect return-to-aid from departments and have information about fees assessed for individual students. The anticipated implementation date for Student Financials is Fall 2016. However, technical specifications need to be made soon.
 - Repackage student aid for CMSF based on actual fees assessed and include additional grant money in the revised budget.
- CACSSF discussion
 - Overall reaction:
 - Agree in principle that students should have equitable access to classes
 - Look for a more simple solution
 - Look at fieldtrips separately from the other fees (e.g., required vs. optional courses)
 - **Action items:**
 - Have another working group meeting this semester and include Justin.
 - Data requests—need to know the scope of the problem
 - How many students are impacted?
 - How many students would be eligible for grant aid?
 - How many are in each of the majors with CMSF?
 - Other comments:
 - Like repackaging student aid based on actual fees and including grant money in the revised budget
 - Concerned about administrative burden and cost to campus. Also, if numbers impacted are low, doesn't make sense to create a complicated system.
 - If tuition (and thus cost to students) increases, could departments cover these fees?
 - Other UCs: collect CMSF centrally but don't currently collect return-to-aid.

2. CACSSF Subcommittee Reports

- Committee on Student Fees (CSF). Joy provided an overview of CSF's efforts this year, including voters guides, unit director reports, analysis of student survey, pending budget letter to the Chancellor (joint ASUC, CSF and Graduate Assembly letter), and new website coming soon. Quite a few members are graduating and will recruit in the fall.

3. Student Services Fee (SSF)

- Student Services Fee funding model updates. Hugh provided an update on the funding model, and there was interactive time to plug in different assumptions and see how those would impact the model (example: 0% SSF growth along with 0% enrollment growth). *See Excel spreadsheet.* Unknowns include whether UCOP will increase the Student Services Fee (SSF) and whether there would be an "earmark" for student mental health. A major issue is what to do about increasing salaries and benefits. If there is no funding for increases in salaries and benefits, this will mean hard decisions about service models.
 - **Action item:** Students mentioned they are preparing their annual budget recommendation for the Chancellor. Rose said it would be great to have this by the end of April.