

Student Service Fee Committee
MINUTES
Monday, November 25, 2013

Committee Members Present: Dr. Bradley Petty, Mr. Greg Pecina, Mrs. Brandy Hawkins, Mrs. Angie Wright, Mr. Kevin Owens, Mr. Jeff Sefcik, and Mr. Preston Wimberly (Student Body President).

Guests Present: Dr. Javier Flores and Mrs. Maggie Pepper

I.-II. Agenda and historical income/expense report were provided to each committee member via hand-out packet.

III. SSF Historical Income Report

The Student Service Fee (SSF) was historically a non-pledged fee, which included Athletics, Student Activities, and the University Center (UC).

- Approximately 11 years ago, in an effort to gain clarity, the fund was separated out. Athletics is still currently subsidized. In an attempt to return to the original purpose of the statute, FY14 allocations to scholarships, band, and theatre were returned to their pre-FY13 levels.
- Revenue was under-realized for the past several fiscal years. Some of the reasons for under-realizing revenue projections:
 - ❖ Fee waivers: The Fall 2011 change in the Hazelwood Exemption, which has recently added full family coverage and on-line students. Distance Education students who live on campus are still charged the fee, whereas the fee is waived for 100% Distance Education students.
 - ❖ Drop in enrollment over the years.

IV. FY 14 Budget Review

- ❖ Historically, ASU has taken money out of reserves to cover the SSF deficits. When this ended, steps were taken to make cuts in the use of the fund.
- ❖ The SSF Worksheet for FY14 was reviewed (the worksheet did not include the FY14 proposal). Dr. Petty will send the electronic version of the worksheet to the committee that includes the FY14 proposal.

V. **Future Budget Proposals**

- In the past, typically, the SSF Chair was the recipient of fund requests, which were outside of the regular requestors. They were reviewed by the chair and then brought to the committee. Dr. Petty initiated a new process in FY14 where the requestors would submit a proposal to the entire committee and would present their proposal to the committee. Dr. Petty suggested that the proposals be submitted to the committee several weeks before the presentation so the committee and vice presidents would have time to review. Dr. Flores indicated that certain requests may be funded from a different account, which would lessen the burden of the SSF.
- Dr. Petty indicated that he would contact all previous requestors to submit their proposals by mid-January, then he would submit the proposals to Dr. Flores for his review.
- Mr. Pecina asked for direction from the vice president or president regarding their vision of fund allocations. Dr. Flores stated that the direction of the committee would be the same as in FY14, which would continue to fund athletics, band, theatre, and scholarships.

VI. **Next Meeting**

- The next meeting will be held during the last week of January.