**STUDENT FEE ADVISORY COMMITTEE**

2013-14 Academic Year

Meeting #3

Monday, January 13, 2014

1:00 p.m., BH-391

Members Present: Takemoto (chair), Bolin, Gallagher, Gucyski, Haberstroh, Hata, Rice

Members Absent: Colburn, Phillips, Smith, Soni (excused), Taylor

Staff Attendees: Eckhous, Fugatt, Hernandez, Williams

Guests: Jeane Caveness-Assistant Dean of Students, Wayne Nishioka-Attending in Taylor’s absence

1. Welcome and Introductions. Interim Vice President Takemoto, chair of the committee, called the meeting to order at 1:00pm and welcomed the committee members. Committee members and staff introduced themselves.
2. Approval of Agenda and Minutes. The committee reviewed the minutes of the December 6, 2013 meeting. Gucyski moved, Haberstroh seconded to approve the minutes and agenda for today’s meeting. The motion passed unanimously (7-0-0).
3. Request for SFAC to Approve Student Fee Referendum Process and Materials to Increase the Associated Student, Inc. Fee. After the committee reviewed the voter pamphlet and sample ballot, Takemoto brought up the fact that the vote is posed as one question and not two. It was previously discussed that it may be a good idea to have two separate items to vote on; 1. Should the ASI Fee be increased by $16 2. Should the ASI Fee be indexed to the CPI (Consumer Price Index). Gucyski stated that ASI executives discussed a two question vote and agreed it is best to pose as a one question vote. Gucyski also stated that it will be the executive’s responsibility to educate the student body on the need for the increase and index to CPI. The committee agreed on a few minor changes to the voter pamphlet and sample ballot. Haberstroh moved, Gucyski seconded approval of the voter pamphlet and sample ballot with agreed changes. The motion passed unanimously (7-0-0).

Committee reviewed timeline/communication plan. Eckhous stated the timeline/communication plan follows E.O. 1054. Haberstroh asked if the ad that will run in the Union weekly and Daily 49’er the week of January 21, can also be run the week of the referendum. Eckhous agreed to run the ad in the Union weekly and Daily 49’er the week of January 21 and February 24. ASI committee is working on campaigns and setting up classroom visits. They have been talking at SOAR orientation. It was also mentioned that we should look into advertising in the residence hall and library. For the ad that runs in the newspapers, the week of January 21, the voter pamphlet will be printed in the paper along with a “loose” flyer insert. The ad that runs in the papers the week of February 24 will have the voter pamphlet printed in the paper. The voter pamphlet and sample ballot will also be attached to all e-mails that go out to the student body. Members of the sub-committee offered to distribute pamphlets throughout the campus. Gallagher will obtain a QR code. It was also suggested to post the QR code on MyCSULB, BeachLINK, and SFAC link.

1. Adjournment. The meeting adjourned at 1:45pm.

Tami Williams, Division of Student Services

(these minutes approved on 3/7/14)