



December 4, 2009

Tuition & Fee Proposal Committee

Meeting Minutes

Location: Assembly Room (JPL) 4.03.12

Time: 1:30 p.m.

In Attendance:

Student Members: Amanda Arredondo, Yasmin Asgari, Eliana Briceno, Itza Carbajal, Anjali Gupta, Seth Migdalski, Erin Ranft, Edgar Rosillo, Steven Sano, Derek Trimm, Xavier Johnson (on behalf of Matt DeLeon)

Faculty Members: Raymond Baird, Robert Baron, Keith Fairchild

Ex-Officios: Janet Parker, Mary Simon, Sam Gonzales, Terry Wilson, David Gabler

Guests: Jackie Hobson, Lynn Bishop, Eva Burnett, Becky Sanchez, Ashley Baxter, Gary Lott

Absent Student Members: Marsha Berryhill, Toni Carreno, Murtuza Hussain, Jesus Lara, Robert Sanchez, Matt DeLeon

<http://www.utsa.edu/financialaffairs/TuitionFees/proposals.html>

Janet Parker, Associate Vice President, Financial Affairs opened the meeting by welcoming everyone and stating that what we would like to have as a result of today's meeting would be a recommendation from the committee in support of the proposed changes to the tuition and fees rates that will be discussed. Janet referenced the document provided with the meeting handouts with responses to questions asked at previous meetings. For those questions that we were not able to provide an answer in time for today's meeting, the responses will be emailed as soon as they become available.

To access the presentations listed below, select the following link:

<http://www.utsa.edu/financialaffairs/tuitionfees/committee/agendas.html>

1. Energy Fee (presentation)

Janet Parker reviewed the background of the Energy Fee which was approved by the Board in 2006.

- Fee rate was set at \$45 per student per semester for 2006-2007
- Fee rate was lowered to \$35 in 2007-2008
- No changes to the rate since Fall 2007

Janet presented an overview of:

- Utility rates, Total E&G Utility Budget, Square Footage and Energy Use, Cost Reduction/Avoidance Measures, Potential Future cost Reduction Initiatives under evaluation and the Total E&G Utility Budget for FY 2010 and proposed for FY 2011 and 2012.

- UT System Tuition and Fee Proposal Guideline Requirement for Energy Fee:
 - Going forward utility costs for new facilities should be covered by designated tuition.
 - If continuation of the fee is requested, can the fee be downward adjusted?
- Recommending reduction of the Energy Fee from \$35 per student to \$28.50 effective fall 2010. Looking towards phasing out the Energy Fee over time.

Question from Dr. Raymond Baird: Can energy fee proceeds be used to accelerate some of the retrofitting?

Answer: To the extent there is savings at the end of the year. Would you like that to be part of the recommendation in our proposal?

Question from Dr. Raymond Baird: Natural gas is at an all time low. If rates for natural gas goes up in the next five years, will we have taken any steps to prepare ourselves to be in a better position?

Answer: Would like to see us make some type of recommendation that to the extent that funds are available at the end of the year that could be used to lower the demand side of utilities.

2. International Education Fee (presentation)

Holly Hill, Director of Education Abroad Services presented an overview of the fee and explained the makeup of the International Education Fee Committee as well as the Award structure.

- Committee is comprised of representatives from each college and two returning Study Abroad students.
- All student applications are reviewed by the Committee using a global assessment form.
- Awards are based on overall quality of application and length of program.
- No increase in fee is requested for FY 11.

Holly also discussed accountability. The Selection Committee continually reviews its processes to ensure fair selection of students. Awarded students must submit a report of their study abroad experience within one month of returning to the United States. Holly shared booklets of compiled reports from Study Abroad students that outlines where they have gone, their experiences and pictures.

There were no questions.

3. Medical Services Fee (presentation)

Elizabeth Stanczak, Executive Director Health and Counseling provided an overview of the Medical Services fee and the services provided to the students. Elizabeth noted that the current fee of \$29.70 is one of the lowest in Texas. Majority of the fee is used to pay medical staff. Future goals include expanding facilities and services on both the 1604 and Downtown Campuses.

Question from Student Itza Carbajal: regarding the Freshman-required Alcohol EDU program, have you evaluated its effectiveness?

Answer: Yes. Work directly with Alcohol EDU who feels it is very effective. Alcohol EDU is working with over 130 universities. We would like to do more surveys and or one-on-one interaction with students to determine effectiveness.

Question from Student Seth Migdalski: What is the size of the medical staff?

Answer: One full-time Physician, one 60% Physician, one Physician Assistant, three full-time Nurses, four Registered Nurses (RN's), four part-time RN's and three LPN's.

Question from Student Xavier Johnson: What is the cost of the Alcohol EDU program?

Answer: About \$27,000 per year

Suggestion from Student Yasmin Asgari: Suggest panel instead of current program for evaluating effectiveness and other ways to get the message to students.

Suggestion from Student Eliana Briceno: Suggest a follow-up program one year after entry and looking at other ways to evaluate the Alcohol EDU program.

Question from Student Seth Migdalski: Do you treat many students with alcohol-related injuries? And compare costs associated with alcohol injuries.

Answer: Few students have come for treatment of alcohol-related injuries. We become aware of this type of problem when a student is referred for counseling, if they are seen intoxicated in student housing or if it involves an athlete. Focus is definitely on education and prevention.

Suggestion from Student Xavier Johnson: Maybe students could be required to write their first essay in Writer's Comp (course 1013) about alcohol. This would force students to perform research.

Answer: Concern would be that some students would have an exemption from this course. Considering all options to best get this information to all students.

Question from Student Itza Carbajal: Do you have a proposed bus route that you would like to see to help students get to Health Services?

Answer: Student Health Services is located past the Convocation Building and right across from the Recreation Center. If a bus could stop on the connector road between the Convocation Building and the Student Health Services, it would make it so much easier for an ill student to get to Student Health Services.

Suggestion from Student Eliana Briceno: Can you get a golf cart until you get approval for bus?

Answer: Good idea.

4. Publications Fee (presentation)

Joe Decristoforo, Assistant Vice President, Registrar gave an overview of how this fee is used and benefits to the students. Joe passed a sample of a couple of the items, e.g. letterhead and envelopes for mailing President's Certificates as a representation of what the Publication Fee goes towards.

- The current Publications Fee rate is \$5 per semester.
- Salaries for three of the four staff employees that work directly with the academic publications are paid from the Publications Fee
- Catalogs are printed every other year; alternate one year Undergraduate catalog, next year Graduate catalog.

- For the future, considering not printing the catalogs (perhaps print 1,000) since it is available on line, but more discussion will need to take place before that decision is made. Over the past 4-5 years, have printed 50-60% fewer undergraduate catalogs.
- Information bulletin used to be printed, but now is completely only on line.
- Trying to get students more used to web applications options. Last year created laminated bookmarks (10,000) for students with website link for online catalogs, Information Bulletin, etc. This year created 20,000 because last year's demand was so high.

Question from Student Edgar Rosillo: Are there any cons by going paperless as far as the catalog?

Answer: Visiting students would not be able to pick up catalogs when they come to visit UTSA as they have been able to in the past. Two years ago we conducted a survey of all UT System components. All 15 components still printed the catalog. In the last 3 months we conducted another survey. UT Arlington and UT El Paso stopped printing the catalogs; appears to be the direction within UT System components.

5. Records Processing Fee (presentation)

Joe Decristoforo provided an overview of this fee. A flat fee of \$10 per semester eliminates multiple charges as required before this fee was instituted.

- We consolidated graduation application fees, late registration fees, enrollment certifications, charges for adding and dropping classes and per transcript charges. Students can now order up to 5 transcripts daily for the rest of their lives with no additional charge.
- Provided a handout showing the Official Transcripts Processed by Academic Year beginning with 2005-2006.
- Last 7 years that we have been on Banner, we have "trading partners" whom we are able to send electronic transcripts to by using an EDI (Electronic Data Interchange) format. Currently 27 Texas schools are using this process. Approximately 20-25% of the documents sent out by this office are transcripts.
- Not asking for fee increase.
- Plans for the future: If student wants a transcript sent electronically, log onto ASAP as usual. The system (eScrip-Safe) first will check to see if the destination is one of the EDI partners. If not, student will need to provide the destination. Electronic transcripts will be sent to schools or businesses anywhere in the world. Response/delivery time of the transcript will be within 5 minutes of submitting request. This would be a completely secure manner.

6. Recreation Center Fee (presentation)

Mark Munguia, Senior Associate Director, Campus Recreation presented an overview of the Recreation Center fee. Their vision begins and ends with commitment to be a nationally recognized leader in the recreation program.

- Wants to be a destination for UTSA students, staff and alumni
- UTSA's Recreation Center just received a national award for being an outstanding facility
- Fee is \$120 per semester per student
- 98% of programs and services are free of additional charges
- Club Sports program continues to grow by 25-40% annually. Currently have 19 club sports. Some compete regionally and nationally. Last year, Women's Soccer team qualified for the National Tournament.

- Fitness and Wellness offers over 60 classes a week in group exercise. Weight and cardio rooms along with the basketball courts are very popular. Over 300 pieces of cardio equipment are available.
- Demonstration kitchen housed in Wellness area is extremely popular.
- Intramural sports have increased 50% from last year; 40 team and individual sports.
- Between August 2009 and December 2nd, 195,000 people have come through the Recreation Center building.
- Rank second or third in Recreation Centers in the state with just over 270,000 square feet.
- Outdoor pursuits includes the tallest climbing wall in Texas and our lending program in which we lend out camping equipment, canoes, bikes, etc.
- Recreation facilities for DTC located on 3rd floor of Durango Bldg. One room is a cardio/weight facility and the other side of the facility is a group exercise area. Just hired professional staff and looking at expanding services at the DTC.

Question from Student Itza Carbajal: Is there a possibility of extending the hours of the Recreation Center on 1604 to a 24 hour facility?

Answer: Student Government submitted a proposal for that about a year ago. Cost analysis: 15-20 staff must be in the Recreation Center at all times when building is open. Cost of staffing as well as impact on students working during overnight hours made us determine not to make the facility into a 24 hour facility. Recreation Center will remain closed from 12:00am – 6:00am.

7. Student Services Fee (presentation)

Nicole Munoz, Student Chair, Student Services Fee Committee provided an overview of the Student Services fee.

- Student Activities helps promote campus spirit traditions through events such as Best Fest, Fiesta UTSA, Homecoming and the Homecoming golf cart parade.
- Student Activities is responsible for major entertainment on campus and assists students to apply their classroom experiences to practical situations in student organizations.
- Not asking for a Fee increase for next two years.

Question from Student Seth Miqdalski: On the presentation, Forensics is listed as one of the departments receiving funding from the Student Services Fee. What is Forensics?

Answer: Forensics is the Debate Team.

8. University Center Fee (presentation)

Lowia Mwilambwe, Director, University Center provided an overview of the University Center fee. UC is an auxiliary and must be self-sustaining.

- A new facility was opened in FY 08.
- In spring 2003, established the UC Advisory Council made up of 10 voting members and 4 non-voting members.
- One of largest employers on campus; approximately 125 students
- Collaborate with other Student Affairs departments on certain events.
- End of October, submitted a proposal to install solar panels on the roof of UC III. Expect to find out today if the State of Texas will sponsor this million dollar project. **ACTION ITEM**

Question from Student Derek Trimm: Have you considered the sustainability of alternatives of green energy like the solar panels you mentioned?

Answer: As mentioned earlier, submitted a proposal for a grant and if UTSA receives, then we will move forward with the solar panels on UC III.

Question from Student Steven Sano: Are there any plans for additional facilities or services provided at the DTC? Are there ways to get the students more engaged at the DTC? Is there a committee being formed that can take a look into that?

Answer: UC does have staff at the DTC. Some of the movies shown at 1604 are also shown at the DTC. Space is one of the challenges; currently using Student Activities Center. Limited in number of things that can be offered; in addition to movies, we are providing coffee houses with performers on a monthly basis.

Comment from Student Steven Sano: Demographics of the DTC are different than the 1604 campus. Services should be looked at differently for the DTC. If including redevelopment for downtown area in master plan for DTC, should include something for the Monterrey building as well as Durango building, Buena Vista building and Frio building.

Comment from Sam Gonzales: This is really a Student Life issue. I will bring these comments back to Michelle Montanio, Assistant Director Student Activities, DTC and Kevin Price, Associate VP Dean of Students. The other issue is that the student participation hasn't been as good at the DTC. Have committed with Recreation Center to hire a full time staff person to provide programming for one full year to see what kind of participation rates are at the DTC.

Question from Student Xavier Johnson: If we do receive the grant for the solar panels, what would be our return on investment (ROI)?

Answer: ROI is about 20 years.

9. Athletics Fee (presentation)

Lynn Hickey, Assistant Vice President and Director, Intercollegiate Athletics provided an overview of the Athletics Fee. Visibility that athletics or any extracurricular activity can bring a campus is very important.

- Students have shown support for the Athletics program over the years by approving Athletics Fee and allowing us to grow our program.
- Responsibility to approximately 250 current student athletes to help them grow academically, athletically and socially.
- Last 3 years UTSA has either won the Commissioner's Cup in the Southland Conference (award given at the end of the year to designate which university overall has the best athletic program based on championships won) or came in second (missing by one point).
- With support of student-approved fee increases, Athletics is prepared to take its programs to the next level of NCAA competition.
- Athletics is continually striving to contain costs.
- Looking for other sources of revenue including corporate sponsorships. Since 2003, have been involved with the City and County in bond elections for \$22.05 million. Currently in contract negotiations with the City and County. Once contracts are signed, will take to the Board of Regents for approval (hopefully will be on the docket for the February Board Meeting). Then

architects will begin planning phase one of the new complex to be located on New Park West. Phase one will be the soccer and track fields.

- Initiated a financial campaign called “Step up UTSA” to raise \$15 million over the next five years.
- Level of community support since announcing football and the hiring of Coach Coker has been outstanding. UTSA Alumni has been very supportive.
- Currently in Southland Conference. Goal is to someday move into Conference USA (Rice, Houston, UT El Paso).

Question from Student Itza Carbajal: Will proposed future fee increases go specifically for football program?

Answer: No; for overall operations of the Athletic program. Looking at equity issues to make sure there are opportunities for participation. There are currently 9 women’s sports and 7 men’s sports.

Question from Student Steven Sano: How much of the football team is being subsidized by Alumni donations?

Answer: Ross Cobb, Senior Associate for Business responded that in the early years of football program it will be mostly depending upon outside donors. This year we had budgeted \$1.4 million; every year that level changes.

Question from Student Itza Carbajal: In addition to the \$2 fee increase being proposed for 2010 and 2011, will you be asking for an additional \$2 in 2012?

Answer: Under legislation we can ask for \$2 per year until we reach the \$20 cap.

Question from Student Xavier Johnson: Would students need to approve fee increase every year?

Answer: Not the athletics fee because it has already been approved through a student referendum. Our tuition and fee proposal is approved by The Board of Regents every two years.

Janet Parker (presentation)

Janet reviewed the Proposed Total Academic Costs: Tuition & Fee Schedule (per semester) for 2011 and 2012. Limited in the amount we can increase the total academic costs for the next two fiscal years. The cap is \$280 per year exclusive of those fees that were voted as part of a referendum which would be the Athletic fee.

Question from Student Steven Sano: Why is Transportation Fee of \$20 highlighted on the Schedule?

Answer: The Transportation Committee is either going to go before the Student Government or they have already requested of Student Government that a referendum be considered for a student vote. If students in a majority vote agree to increase the Transportation Fee, it would go up to \$30 per student per semester except summer.

Janet Parker reminded everyone that the Tuition and Fee Proposal Draft needs to be to the President and the executive leadership of UTSA by mid January (January 11th) and to UT System by end of January (or earlier if possible because the Board meeting for approval of T&F Proposals was moved up to the 1st week in March.

Janet asked those in attendance if they were generally supportive of the Proposal. Following comments were received:

From Student Steven Sano: Do we have enough people here for a quorum? I would like to bring this information back to my area to get their feedback.

How much time would be appropriate?

From Student Steven Sano: week after finals should be fine for deadline.

Janet Parker stated that she would write up the T&F Proposal document as if there was general agreement with the tuition and fee increases as presented. Janet will send a synopsis of those changes by email to Committee members to solicit their feedback within two weeks. Janet reminded the Committee members that their role is advisory to the President; however, their recommendations will be strongly considered.

Janet also reminded everyone that all presentations they have seen during the three Tuition and Fee meetings are posted on the Tuition and Fee website. The link is attached at beginning of the Minutes.

Question from Student Itza Carbajal: Will Committee members who have not attended all three meetings have an equal vote?

Response from Janet Parker: Yes. We have made all presentations available for all Committee members and or have made ourselves available to them to review the materials.

Janet ended the meeting by thanking everyone for their time and commitment to this effort.

Meeting adjourned at 4:00

Action Item	Assigned To	Due Date
End of October, submitted a proposal to install solar panels on the roof of UC III. Expect to find out today (Dec. 4 th) if the State of Texas will sponsor this million dollar project. Was grant received?	Lowia Mwilambwe	