

Incidental Fee Committee Open Hearing #3 Minutes

Wednesday, November 25th, 2020 | 8:30 AM

Via Zoom (link in calendar invite, IFC Website, and Social Media)

Makana Waikiki in Chair

Minutes

1. Call to Order:

- i. Meeting was called to order by Makana Waikiki at 8:36 AM.

2. Approval of agenda – Approved as is.

3. Roll Call (name, position, pronouns)

- a. IFC Members, Makana Waikiki, Nick Denning, Quentin Kanta, Blanca Jimenez, Juliana Cameron, Elvis Solis Santos, Kayley Arpaia,
- b. Advisors: Darin Silbernagel
- c. Area Heads: David Janowiak representing Creative Arts, Rip Horsey representing Campus Recreation, Emmanuel Macias representing Wolf Ride, Randi Lydum representing Athletics, Patrick Moser representing Student Engagement and Student Media, Hunter Weeks representing ASWOU.
- d. Other Representatives: Liz Marquez Gutierrez, ASWOU Senate Present, Steven Richmond ASWOU Judicial Administrator. Syndey Carpenter, news editor for the Western Howl.
- e. IFC Secretary: Sharon Price

Old Business

- 4. None

New Business

5. Discussion Student Feedback

- Open Hearings

There were no emails sent to be read aloud. Google forms had 192 responses.

Makana showed results of the Google form. The Google form had a bit of issues with the options changing from agree to disagree with the questions. Quentin and Blanca felt that the student responses were the same as the IFC members. The results will be in the Google Shared Drive.

Feedback:

- Quentin: Proud that we unanimously that we decided to not skip over open hearings and validates all the work we have done and we haven't backed down any step of the way.
- Makana noted that we will be moving forward as one unit. She appreciated the compliment from a student that we are here working for students.
- Nick notes that a lot that we saw that students weren't clear on what some of the areas were. If we do again, we should maybe describe the areas a bit more clearly.
- Quentin noted that he re-watched the meeting with Rex Fuller from Monday, November 23, 2020. We have refuted charging the incidental fee from student feedback and from a legal standpoint.
- Kayley commented that the Google form was really great and go on all the areas even though they don't have any part in. Amazing to see this. She wants to see the Google form again along with the open hearings next year.

- Makana noted that she didn't think we've done a Google form before and this year it gave us such an opportunity to reach out to more students and connect with them even if they couldn't come to the meeting.
- Juliana said that in the past we have done a Google form previously to get some student feedback.
- Makana noted that there was an overall feeling that students didn't know what the fees were or what it went to so we want to educate our students on what the fee is and what it will go to.
- Blanca thought the Google form did a good job of informing students but it needs just a bit more explanation.
- Makana said the Google form was difficult and she would add more to it the next time.
- Juliana said it was good to have tabling to be able to have the opportunity to talk to them. If we continue with the Google form, it will be a good way in the future with the descriptions on it.
- Makana said that all seemed in agreement that the Google form was a good thing. Any other discussion on this?
- Nick said that he saw that students didn't understand what departments mean, but didn't understand what the money was being spent on. As in athletics, since they aren't playing, why do they need this money? And with campus recreations, if the Health and Wellness is closing, why do they need funds.

- Quentin commented that some people get freaked out numbers and budget in general. A lot of that might be hidden in what a budget is and it is hard to understand where it all is going.
- Makana asked for comments about how we might educate students about this.
- Juliana said we could maybe do promotion of the different areas on social media and even on Twitter.
- Nick said maybe it would be good to do an email with area general purpose and what the money will be used for. And then add a Google form at the bottom.
- Makana noted that students learn in different ways and we should use both.
- Kayley brought up the point that we should also include faculty and staff in this so they are educated on this too so they can know too. Some professors don't know about the fee. She said that it would be a good idea to send out an email to area heads and request they send it to their areas.
- Quentin said it might be a good idea to do a Q and A session via Zoom. We can note what areas and what funds are used for. Just a general Q and A of the process. We can have our most well-spoken IFC members. Makana specified to have it be a Q and A for general IFC funding. Quentin wants to be sure students know what the fee is and what it is used for.
- Elvis asked about the IFC webpage that has our meetings and minutes. Makana confirmed we do have this. His concern was that people might be overloaded with information. To make it more accessible to everyone.

- Darin suggested if someone like the chair do a 5-10 minutes overview and decisions up front at the beginning of the meetings, just a thought. An open hearing opening saying what's going on.
 - Makana noted that Logan did this last year, which was last tumultuous. The WOU website was noted by Rip: wou.edu/ifc
 - Kayley noted that clubs are required to go to club training. This is when one person in each club knows what they are requesting and what they are getting the money for and how IFC affects them.
 - Makana said it would be a good idea to suggest to ASWOU. All clubs are funded through ASWOU but not a lot of education of what IFC is, that would be awesome.
 - Nick likes the Q & A and a bit less structured than the hearings. It's great to give a lot of information and have specific questions that they might not be able to answer in an open hearing and could be very transparent.
 - IFC Emails - none
 - Google Form Responses - as posted on sheet
6. Final Decisions - request sheet shown with same numbers.

Abby's House / Food Pantry:

- Quentin noted that they should get all the money which was everyone's consensus.

Access: No one objected to keep it at \$2,000.

ASWOU: There was some pushback noted. Quentin noted that a lot of students didn't understand what ASWOU was and how it's separated.

- Hunter noted that ASWOU is deceiving that it might just be going to administrative. It funds 23 different clubs and the multicultural club and United Nations that people don't know this.
- Juliana noted that there is a position that isn't being filled and where is the funding going on this.
- Makana noted that Sharon has taken over this.
- Emmanuel noted that with this there was an enhancement that moved to full time. Hunter noted that it was agreed that I would be at 1.0 and if it would go to .8 the funds will go back to IFC.
- Makana noted that this would continue for now.
- Kayley noted that comments were made about ASWOU has nothing to do with cutting programs.
- Hunter encourages us to make sure that students know what ASWOU do and received a lot of emails about why they are paying fees for online courses. He understands student frustrations and expressed that this year has been difficult and wants to do a better job on explaining things.
- Makana hasn't gotten any emails and that the Google form helped on this. She has requested we go to an even amount of \$68,986 and increase to \$70,000.
- Quentin wasn't in favor of that \$14 increase.
- Nick agrees to not change it even though it would be to make it an even number. It wouldn't help to do this.

- Athletics: Change to \$335,000 this number was lowered due to the request from athletics because sports are not traveling.
- Makana noted that students were confused about athletics. Makana wasn't there at the athletic presentations. Something to keep in mind is that athletics are for 2 terms and no other area has 2 terms. She asked Randi about status of sports.
- Randi said originally the amount was given for sports when they were going to be running. Then things were cut back so no sport was traveling (mainly basketball) out of state. We are on track for baseball, track and field. Field, officials, practice and competition for these sports. Used for fall football equipment with practice and conditioning is happening here on campus. If we don't have any of these sports, and the season canceled, the money would be returned to IFC reserves. It would be for travel and competitive sports.
- Quentin asked Randi how often does sports use funding from the IFC for new equipment and why do you use funds from general funding.
- Randi said that IFC provides all funding except for athletic aid and fundraising 200,000 - 300,000 that don't get covered through IFC. Uniforms, balls, nets, backstops, all operational budgets. It took a real hit because we didn't get to hold any summer camps.
- Juliana noted this amount was coming out of the reserves and she would like to allow athletics to have this funding especially since it will go back to IFC reserves if they don't use it.
- Makana asked if they have any leftover funds.
- Randi said most is tied up with air travel but she didn't have an exact amount.

- Makana notes that this is very hard to determine with COVID. She asked if you would purchase equipment and the sport is canceled, we wouldn't get that money back correct?
- Randi said that the equipment has already been purchased. The allocations are strictly for competitive sports and travel. If seasons were canceled they wouldn't need to spend the money on this.
- Nick thanks Randi for her helpfulness. During the budget presentation was that you had winter and spring term expenses. Please explain.
- Randi explained that the plane flight or bus travel needs to be purchased ahead of time to get the best deal and for planning purchases to get everything all in order and move backward if the season is canceled. She has done the amount for all sports and put that together to ask for both winter and spring. They usually do all travel for sports in the fall term for the year.
- Blanca comments that she is for allocating the full amount to athletics and she saw that there were lots of student comments in the hearings. You are using money for spring travel, and if they cancel the spring season, would you get money back if tickets are purchased?
- Randi said they it goes both ways.
- Nick asked what would the fund request look like for just winter term?
- Randi said she could work this figure up in a day or two.
- Nick said it just depends on if the other members defer to this number.
- Juliana notes that it is also for fall as well for them to have a season and that a lot of student athletics are impacted.

- Makana notes that there were a lot of different responses from students. This is very normal about athletics.
- Juliana said we should look at it and at the bottom we were planning to take \$300,000 out of this.
- Nick comments that some people might feel like they need to separate out between winter and spring, but at the same time athletics is in a tough position and needs to make a lot of expenses now. Does anyone have a particular reason to split it out, but have us give them the full amount because of making purchases now.
- Makana asked Randi to confirm that next term their asked would be zero.
- Randi confirms they will not be requesting any amount.
- Kayley voiced her affirmation to give athletics the full amount requested for two terms. She notes that it needs to be made very very clear that the athletics request is for two terms.
- Makana noted that on the Winter 2021 Preliminary Allocation form. She noted that it needs to be a unanimous agreement so we can solidly defend the decision.
- Blanca - She is for keeping it at 100% of their request knowing they can get a better rate for travel.
- Kayley: She is in favor of giving them the full ask.
Elvis - yes
Quentin - yes
Juliana - in favor

Nick – pro

Campus Recreation: The request was to bring all staff up to 1.0

- Blanca asks Rip about the status of the request. Has that been approved?
(Regarding employment)
- Rip said by Nov. 15 the Assistant Director was moved to .6 until Dec. 31. Turned in request for .8 FTE until March 31.
- Quentin asked if people might be brought up to 1.0 for next year.
- Rip replied that campus recreation needs to be able to do this and be higher. He wants to give students more opportunities and be busy and will be following all COVID protocol. 8 - 10 Mon-Friday. They need to be able to show high usage for the times they are open.
- Makana noted that 86.5% were campus rec. but that it wasn't open long enough.
- Juliana would like to voice her support for giving them full funding. If there could be more hours offered, there would be more participation.
- Makana asked about educating students on when they are open. Are there any other avenues to get the information about more hours being open?
- Rip said they would be using Facebook, and the on-campus media boards, email feel to RA's on campus. They don't have the power to do an all student email but can do one through I M Links and Engage. They will do their very best to get information out to as many as possible. Also, they use word of mouth mostly.
- Makana asked if they might be willing to work with ASWOU to get that word out if you get the full funding.
- Rip said that if ASWOU could get the word out.

- Juliana said it could go out via the Wolf Weekly.
- Nick wanted some clarification: is the amount to take their staff to 1.0?
- Makana confirmed that it was. Everyone confirmed they were in agreement with the amount requested for campus rec. Childcare: Tammy not here but we can email her if we have questions. This goes directly to students who have children in childcare. Computer Replacement: Students were confused about where these computers were, could they use them?
- Quentin was thinking he was confused about this number too. It was on a webpage that was 2 years old. This amount goes to everyone on campus. He understands the confusion though.
- Juliana can see both ways and the confusion on funding something they don't understand. It will go to computers or send it back to reserves. If it's not used, it would go back to reserves.

Consensus was to keep it there.
- Creative Arts - everyone in agreement to fund full amount. No questions asked.
- Extraordinary Travel – zero requested, zero amount granted.
- Service Learn / Career Development – zero requested, zero amount granted.
- Student Engagement - Operations - most students confused on why this budget is so much and why the different categories. (Patrick)

ASWOU understands this though. WUC operations and staffing.

Juliana noted that for the entire student engagement that it is split up in 3 parts and wants to keep funding for all three.

- Patrick that the current budget request is to keep their staffing level at the current level. Currently there is a mix of FTE. 3 employees are currently at 1.0 FTE, 2 that are currently at .8 FTE and 1 at .6 FTE. This amount would keep us at the same staffing level. How much money would be needed to 1.0 would be \$11,000 for the term. If the need presents itself we could have money left over from fall term to have funding to cover getting employees up to 1.0 FTE if this becomes an option.
- Quentin asks if they already have the money to bring everyone up to full time. They have lifted some FTE up on a need base levels if that need becomes apparent. Could you bring back any of the custodial staff that were laid off?
- Patrick says yes, but their need to do so is less. These custodial workers are working elsewhere on campus now. We would be hiring someone else at that point.
- Quentin asked if the previous WUC custodians working on campus in other places, are they still represented by the union?
- Patrick said yes.
- Juliana would like to see the 3 budgets at the asked amounts.
All were in agreement.
- Student Media: A lot of students wanted to know what that was. Many didn't know that this is run by students. No one objected to the asked for amounts.
- Wolf Ride: No questions and number agreed to.
- Total amount is \$920,372.67 and it was agreed upon with no questions or changes.

- Makana said that we need to agree on the \$150 or \$175.
- Rip commented that the Administration had a different number and that we would need to get a better head count.
- Darin may be able to shed some light on this. Darin said that was the number that was come up with earlier in the fourth week in fall. It changes each term. He was comfortable with using this number. He is expecting a 6% drop for winter and for spring. Does Rip know the number presented?
- Rip said that was the number for fall was 4279 but didn't know the accurate number to be sure in case it was lower.
- Makana asked Darin if the difference if it would go down does Darin know what that would be?
- Darin said he didn't think this number was out of the question. This is the one he, Anna and Camarie had agreed on. If needed, you will need to dip into reserves. He could be way off but this is the best guess at the moment.
- Makana noted that it was not expected from Darin to be dramatically different.
- Steven noted that the student total given 4,279 is the total students taking online and in person classes
- Makana confirmed that yes, that is the case. Regarding charging incidental fees, there was a good number of students in favor of the \$175 amounts of fees to be charged to all students. This would apply to all students, taking in person or online classes.

- Darin noted that this is a projected of students for on and off campus. Fees portion for on camps is currently at a higher rate.

Currently the on-campus fee is higher for on campus than off campus.

- Quentin said that he feels we need to get every student in our favor that is the route we should take. Whatever we can do to get more students in our favor is the route we should take.
- Elvis said we might have said this before, but asked about how the online fee would work. Has this changed for students.
- Darin said the projection and received for fall, we are at 2.1 million. 1 million going to IFC and so 1.1 million in G N E funds. Tuition was reduced by \$52 on online compared to last year. Last year it was \$53.00, so that is just a one-dollar difference. It has caused lots of confusion and that's what the pieces are and that is what was approved last April in the fee book with the board until it's changed.
- Quentin: Could you tell what the average student pays for online courses. If we have 4200 students, it doesn't quite come out right. He pays \$800 in fees this term for 14 credits. The math just doesn't come out on this.
- Darin doesn't have a specific calculated answer for you. We are still in fall term and our carrying load is down. It varies by term and by year. He would have to do research. Our average of 15 hours used to be true but has gone down.
- Quentin He is at 14 and noted that most are taking more than he is that he knows. 2.1 was raised the total of online fees. 1 million goes to subsidize funded IFC areas. Is the other 1 million going to run services? He has heard from others on campus that you don't need a million dollars to run Moodle and Canvas.

- Darin Moodle was Open Source and is supporting all the staffing and training for putting those in place. Now this is being used for new canvas and new staff supporting that with salaries and new software.
- Quentin ask if some of the online course fees goes to pay staffing? No one had told us that previously.
- Darin said that this was his understanding. That the staffing for implementing and supporting the new online course software would be coming from this. So yes, it would pay for staff salaries and the new software.
- Nick has a question about the language being used. Amount collected from online courses, the 2.1 million. What are the amounts that has been charged and actually collected? Some pay over time. Amount collected may be different.
- Darin hasn't looked and could be part of the difference. Some are paying 3 hours and paying it. Some pay 18 that are increasing the average. He didn't do the research himself but just repeated the numbers he had heard. He will find out these numbers.
- Nick requested that Darin email IFC the amount collected before the next meeting. How much is being charged and how much has been collected and will be collected.
- Darin will find out this information and get it to IFC before the next meeting.
- Quentin in response to Darin and that some of the fee goes to staff salaries, aren't they already paid out of salary budgets elsewhere on campus? He has been told that money paid for the transition from Moodle to Canvas. The money just doesn't add up. If he pays fees of \$800 X 4200 with rough math is over \$3

million. Some will take more due to it being online. Many students tend to take more if classes are online and can't understand how this money adds up. He has been given different amounts and and that they are going for different uses.

- Makana They have been frustrated in being given different numbers and things have been non-transparent way it has been given. They are confused. She notes that this is nothing against Darin, but just to find an explanation. They would like some concrete numbers.
- Darin explains that online costs more to do online verses on campus-based courses due to additional technology behind it. Lots of expenses this fall term. Should be less in the future. He will try to get better numbers and specifics for you all.
- Nick needs to leave so quorum is lost.
- Makana called for a vote for \$150 or \$175. Is everyone feeling more comfortable with the \$150.
Nick - 150
Quentin - 150
Juliana - 150
Blanca - 150
Elvis – 150
- Juliana asked Darin if he had any guess on what the reserves will be if we do this?

- Darin said he thinks that we would have about 1.3 million with the rollbacks. If we do the fee he guesses we would have would have just shy of \$300,000 so that would leave you about one million in reserves is his projection based on what he knows at this time. He can look closely at this as it gets closer.
- Makana noted it was voted on that that each area will keep their rollbacks but continue to notify the committee. So that wouldn't count that so we would have the 1.2 million in reserves.
- Darian noted that he was meaning the \$400,022 that was rolled back from last year. It should be around a million.
- Liz wanted clarification that we will be charging all students at the same rate if taking on campus or online students with modality included in the motion.
- Motion made by Nick Denning.
- Motion was seconded by Quentin Kanta.

to allocate a total \$920,372.67 to the area heads listed as follows and to keep in this specific fashion with these specific numbers as follows:

5,485.00 – Abby's House / Food Pantry

2,000.00 - Access

68,986.00 - ASWOU

335,000.00 – Athletics (this is for 2 terms and they will not be requesting anything next term.)

188,960.00 – Campus Rec

10,082.00 – Childcare

2,541.67 - Computer Replacement

45,339.00 – Creative Arts

0 – Extraordinary Travel

0 – Service Learning / Career Development

217,625.00 – Student Engagement - Operations

9,710.00 – SE: Leadership, Inclusion, Activities

10.099.00 – Student Activities Board

17,511.00 – Student Media

7,034.00 – WOLF Ride

Totaling \$920,371.67

with the condition that athletics budget will be at zero dollars for the next term. In addition to these allocations, and I move that we charge \$150 fee to all students regardless of modality, online or in person, and regardless of amount of credits taken. This will be a flat fee to be charged to all students.

Any discussion - none

Rollcall:

Nick - yes

Quentin - yes

Juliana - yes

Elvis - yes

Blanca - Yes

Makana - yes

Motion was passed by a 6 - 0 - 0 vote.

- Quentin comments to Darin that President Fuller said he wasn't in favor of us charging our fee request because the online course fee already generates our fees. If fees are already being used by staff salaries and transitioning online services so is that money really for us.
 - Darin said we haven't ever done a change like this, it's more of a precedent being set mid-year. President wanted to get us through the process. It will mean we will have 2 different fees. We've added the fee with the proposal. These will all be concerns.
 - Quentin has another question for Darin but we have lost quorum but can ask him after the meeting and let us know. We can follow up in an email.
7. Presentation to the Senate
 - Today, November 25th, 2020 at 2 PM via Zoom
 8. Future Meetings
 9. Meeting was adjourned by Makana at 10:41 AM.