
Incidental Fee Committee Training #2

Friday, November 21, 2025 | 4:00 PM

WUC Calapooia Room

Morgan Pemberton in Chair

Minutes

1. Call to order

- 4:06PM

2. Roll Call

- IFC Members
 - i. Nathaniel Rivera
 - ii. Rhylie Sevits
 - iii. Brooke Wittgow
 - iv. Cody Dickenson
 - v. Ema Aros
 - vi. Madi LaCrosse
 - vii. April Mendieta
- Advisors
 - i. Camarie Moreno
 - ii. Evan Sorce
- Other Representatives
 - i. Morgan Pemberton, ASWOU President
- IFC Secretary
 - i. Paula Taylor

3. [Budget Training](#) facilitated by Camarie Moreno

- You are doing very important work and handle about \$4,000,000
- Enrollment has decreased and that impacts the revenue the IFC has to work with.

Paula displayed the wrong budget presentation. Changed to current year presentation

- You are working on FY27 allocation
- CSL = Current Service Level influenced by payroll expenses, utilities
- General Admin Overhead Charge is going from 7.4% to 10.25% but decrease in S&S expenses.
- What is your available allocation is an estimate. Figuring out where we are ending this year, enrollment projections -1.5%, what is our fee going to be.
- Last year referendum to increase Campus Rec building fee, this is an incidental fee.
- IFC fee can increase 5% but Campus Rec already taken \$10.
- Max fee is \$448.
- Paula: I thought the 5% increase was related to the budget not the fee?
 - i. Camarie: New General Council interprets it as 5% of the fee.

- ii. Paula: I Googled it and it says OR: BOT can reject IFC allocation if it represents a more than 5% increase over the previous budget.
 - 1. Camarie: New GC says no, it is 5% of the fee.
 - Rhylie: If this was already approved, why can't we increase it more?
 - i. Camarie: Because it was outside the timeline.
 - Rhylie: What is the cap without the \$10.00 fee.
 - i. Camarie: \$456
 - Evan: Incidental Fee is that this committee approves. Students did vote in a referendum. Can we talk about this some more.
 - i. Camarie: Oregon legislature defines 2 fees. Mandatory enrollment fees and Incidental Fees. Any student fee that students control is an incidental fee. That is because of our bylaws. ASWOU oversees IFC, anything that ASWOU oversees is an incidental fee.
 - ii. Morgan: Referendums count as incidental fees.
 - Nathaniel: Why is there Campus Rec Fee if they get IFC funds?
 - i. Camarie: It is for the building.
 - ii. Morgan: According to Rip it still needs to go to BOT.
 - 1. Camarie: BOT can only reject fee if it more than 5%.
 - Enhancements – Requests for funds above CSL
 - i. IFC cannot tell Areas what to do, you can ask questions why they did not use the enhancements as requested
 - Cut packages – 5%, 10%, 15% what services will be reduced.
 - Any money not used gets swept back into reserve.
 - Paula: What happens if area overspends?
 - i. Camarie: Amount comes out of their future year allocation.
 - Paula: How would the IFC members know that an area has overspend and therefore reduce their allocation?
 - i. Camarie: They will still get their whole requests, and Budget Office makes them do it.
 - Evan: You collect this information?
 - i. Camarie: Yes, I will be happy to share this information, but it is complicated. In general overspending is not a problem.
- 4. IFC Meeting #1 – week of December 1st
 - Paula: I cannot find a time that everybody is available.
 - Brooke: I can do zoom just not in person.
 - Meeting Thursday December 3rd 6PM-8PM in Columbia Room
 - Morgan: I cannot chair that meeting.
 - i. Paula: Can Maggie ASWOU Senate President do it?
 - Madi in Zoom chat: Maggie can be the chair.
- 5. Final questions
 - None
- 6. Adjournment
 - 4:52PM