

Incidental Fee Committee 2025-2026 Academic Year
Thursday, December 4, 2025 | 6:00PM
WUC Columbia Room | Zoom passcode: 925593
ASWOU Senate President Maggie Bartosovsky in Chair

Minutes

- ❖ Call to Order
 - ☐ 6:03PM
- ❖ Approval of the agenda
 - ☐ Maggie: Would like to ask to amend the agenda to add the interpretation from Craig Ashford, General Council, on the IFC fee.
 - ☐ Rhylie: I move to amend the agenda.
 - ☐ Kira: I second.
- ❖ Roll Call (name, pronouns, position)
 - ☐ IFC Members
 - Madddy Wilson
 - Ema Aros
 - Rhylie Sevits
 - Kira Shelton
 - Madi LaCrosse
 - Brooke Wittgow
 - Cody Lynn Dickenson
 - April
 - ☐ Advisors
 - Evan Sorce
 - Camarie Moreno
 - ☐ Area Heads
 - Chelsee Blatner, Student Engagement
 - Kristen Perry, Abby's House
 - Daniel Tankersly, Creative Arts
 - Rip Horsey, Campus Rec.
 - Brittany Kima, WOLF Ride
 - Joey Guerra, ASWOU
 - Rian Gayle, ACCESS
 - Tammy Gardner, CDC
 - ☐ Other Representatives
 - Maggie Bartosovsky, ASWOU Senate President

- Craig Ashford, General Counsel

- IFC Secretary
 - Paula Taylor

❖ Old Business

- [Interpretation for 5% increase threshold](#) - Craig Ashford
 - Evan: General council has a different interpretation than the IFC has used in the past for the 5% threshold that the BOT has to have review authority.
 - Craig: 3 categories: Tuition, University mandatory enrollment fee, mandatory Incidental Fee. Who came up with the fee: student body - mandatory incidental fee, University - mandatory enrollment fee. Question on how much incidental fee can increase year over year.
 - Rhyllie: With the referendum of the turf field, the question is how much can we increase the fee?
 - Paula: IFC interpreted the 5% not for the fee but for the entire budget.
 - Craig: IFC understood it to be the fee and tuition could not go up by more than 5%? There is a separate limit for tuition and incidental fees.
Subsection 2C gives the basis the board and president can reject fees that students adopt.
 - Rip: Campus Rec has the fee and turf field referendum and not known to us that this would affect the incidental fee.
 - Maggie: ASWOU had no idea but glad we can get it clarified.
 - Ema: Total amount cannot go over 5%?
 - Greg: Correct, all student initiated mandatory Incidental fees cannot increase more than 5%. University can deny it, if more than 5%.
 - Evan: Important this year. We have an enrollment drop. Keep services we need to increase the fee.
- Clarification of "Member of Household".
 - [IFC Bylaws Article VII. Section I conflict of interest](#)
 - Maggie: No voting member of IFC or IFC sub-committee member shall use their position to obtain financial gain for themselves, for any member

of their household, or for any specific Western Oregon University organization with which they are associated. Such action will be construed as a conflict of interest.

- A member of the household is a relative, not a roommate.

New Business

- Nominations for Chair
 - Maggie: Anyone who wants to nominate themselves for chair?
 - Maggie: Reads [Nathaniel's email](#) on nominating himself for IFC Chair.
 - Rhylie: I was IFC chair last year, awarded IFC member of the year. Was RA last year. Worked for student engagement and nominated BOT.
 - Cody: Avoid questions because Nathaniel is not here?
 - Maggie: Postpone this or continue with discussion?
 - Cody: Voting today.
 - Kira: Could we just have a minute to think about it?
 - ♦ Maggie: Yes.
 - ♦ Evan: Break to reflect ok, but to discuss needs to be in the meeting.
 - Maggie: Voting by ballad, anonymously.
 - Ema: I move to recess for about a minute.
 - Madi: I second.

6:44PM Recess

6:45PM Back from recess

- Election of the chair
 - Maggie hands paper and pens to IFC members.
 - Kody: I move to vote for IFC Chair.
 - Madi: I second.
 - Maggie collects the paper ballots and tallies the votes.
 - Maggie counted Rhylie 5 votes and Nathaniel 2 votes.
 - Maggie: I yield the chair to Rhylie.
- Appointment of Vice-Chair
 - Rhylie: Who wants to be vice chair?
 - Ema would like to be vice chair.
 - Rhylie: I appoint Ema as vice chair.
- Winter Term Meeting dates
 - Rhylie: Was there a WhenIsGood?
 - Paula: No. How do people feel about Thursday 6-8PM?
 - Kira: How about 5PM?
 - Rhylie: Maybe 5:30PM?
 - Rhylie: 6:15 to 8:15PM on Thursday.

April enters meeting at 7PM

- ☐ Timeline
 - Thursdays 6:15PM in Columbia Room for exact dates see [calendar](#).
- ☐ Conflict of Interest
 - Rhylie: No conflict of interest
 - Maddy: No conflict of interest
 - Cody: Student Engagement & Abby's House
 - Ema: Creative Arts
 - April: Public Health Club and SSC - ASWOU conflict of interest
 - Kira: No conflict of interest
 - Madi: President of CJ club - ASWOU conflict of interest.
 - Maggie: Mandated officer of club is conflict of interest.
 - Brooke: Member of A Capella Club - not an officer, no conflict of interest.
 - Nathaniel: No conflict of interest.
- ☐ Determine subcommittees
 - IFC Members assigned to [Sub Committees](#)
 - Chelsea what do you want us to prepare?
 - Rhylie: Overview of area, what you do, and general budget ideas.
- ☐ Cut Packages
 - Rhylie: What did we want to ask for last year? 5% and 10%?
 - Ema: What is a cut package?
 - Rhylie: Ask area heads to show us what would be cut from their services if we ask them to cut their budget by 5% or 10%.
 - Camarie: 5% and 10% is reasonable. If you want enhancements, you need to cut certain areas.
 - Kira: Yes, 5% and 10%.
 - Rhylie: We will ask area heads to include 5% and 10% cut packages.
- ☐ Enhancements
 - Rhylie: Do we want to entertain enhancements?
 - Kira: No, low enrollment. It will add a lot of stress and rather keep what we have now and no enhancements. Just hearing them gives pressure.
 - Rhylie: Any other opinion? Seeing none, no enhancements!
- ☐ Messages from the Floor
 - Kira: We had some struggles last year getting numbers during the sub committee. We would like to see actual numbers and percentages.
- ☐ Rhylie: Any information that helps the subcommittee and the committee as a whole understand what impacts the students in the best way.

- ☐ Evan: Per Tina, Nathaniel has no conflict of interest.
- ☐ Rip: Please let me know if the presentation format for the ASL interpreter on the slide is really 2x2 or different placement?
 - Rian: It could be any size.
 - Evan: If they use the template that is used for BOT?
 - Rian: I am not sure. I have not looked at it. I will get back to you.
- ❖ Adjournment
 - ☐ Cody: I move to adjourn the meeting at 7:27PM
 - ☐ Madi: I second
 - Meeting adjourned at 7:27PM