MINUTES

BOARD OF REGENTS' COMMITTEE ON STUDENT AFFAIRS MEETING

November 12, 2010

I. CALL TO ORDER

Committee Chair Michael Dahilig called the meeting to order at 3:00 p.m. on Friday, November 12, 2010, at University of Hawai‘i, Bachman 113, 2444 Dole Street, Honolulu, Hawai‘i 96822

Committee members in attendance: Chair Michael Dahilig; Matthew Williams; John Holzman; Chuck Gee; and Teena Rasmussen (via Polycom on Maui).

Others in attendance: Vice President for Student Affairs/Community Relations, Rockne Freitas, Ed.D.; Associate Vice President for Student Affairs, Karen Lee, Ed.D.; UH Mānoa Vice Chancellor for Students, Francisco Hernandez, Ph.D.; UH Mānoa Director of Student Life and Development, Jan Javinar, Ph.D.; and Interim Executive Administrator and Secretary of the Board of Regents Keith Amemiya, Esq., and others as noted.

II. PUBLIC COMMENT PERIOD

The Board of Regents' office received one letter of written testimony from Kennedy Theatre in support of the Student Activities Program and Fee Board fee increase. No one signed up to give oral testimony.

III. AGENDA ITEMS

Background and Discussion of all Mandatory Student Fees and Special Instructional Fees

UH Mānoa Vice Chancellor Francisco Hernandez provided an overview of mandatory student fees and special instructional fees:

1. BORP 6-3 - Professional Fees. Assessed to students in select professional programs that have higher costs. Establishment of the fee and changes to amounts must be approved by the BOR. Affects: Undergraduate business, undergraduate nursing and dental hygiene, undergraduate/graduate architecture, undergraduate engineering.

2. BORP 6-4 - Mandatory Student Fees. Used to fund the operations of student governance organizations and other co-curricular student activities, publications, broadcasting, and Campus Center operations. Establishment of the fee and changes to amounts must be approved by the BOR. Example: Student Activity and Program Fee.
3. BORP 6-5 - Course and Laboratory Fees. Fees related to specific courses and labs with unique costs in comparison to standard offerings. Once established, fee amounts shall be approved by the President or the President’s designee. Example: UHM Applied Music Fee.

4. BORP 6-6 - Transaction and Service Fees. Fees related to admissions, diploma, late registration, payment plan, student exchange, transcript, etc. Once established, fee amounts shall be approved by the President or President’s designee.

5. BORP 6-7 - Housing Fees. Includes meal plans and are associated with operational expenses, bond indebtedness, and maintenance and repair of the physical plant. Establishment of the fee and changes to amounts must be approved by the BOR.

6. BOR 6-8 - Ancillary and Auxiliary Service Fees. Fees for accessing University services. Includes fees related to child care, library, parking, student housing, dental hygiene clinic, testing centers, etc. Once established, fee amounts shall be approved by the President or President’s designee.

Mānoa has a Campus Student Fee Advisory Committee that reviews fee proposals and provides an assessment for the Chancellor.

Vice Chancellor Hernandez addressed some of the Regents’ concerns, including:

1. The distinction between part-time and full-time students, as well as their credit loads, for the charging of fees. To this concern, Vice Chancellor Hernandez pointed out that there is no part-time use of facilities or activities, and whether a student takes one or 12 credits, UH has to provide the same services.

2. The lack of uniformity of fees.

3. The high and rising cost of fees being a deterrent to students. The key is to make sure whether it is to be increased fees or increased tuition, and that there is sufficient financial aid.

4. Fees make the per-credit hour cost very high (about $305 a semester). Without state support, costs are often passed on to students.

Chair Dahilig asked the administration to look at indexing fees along with tuition, or progressively reducing fees in cases where there are few credits on the table, or an across-the-board reduction in the overall fee burden for those who are truly part-time students. High fees can be an impediment to people. There are fees that are in the mandatory schedule that may be candidates for progressive increases based on inflation, like the SAPFB fee. Chair Dahilig asked where the administration wanted to take fees, policy-wise, especially with the Board of Regents policy overhaul.

As previously noted, concerns of the committee members are part-time and full-time students paying equal fees and across-the-board fees like the Student Athletic Fee.

Regent Gee asked for a peer comparison with other institutions regarding fees.
**Presentation on Student Activity Program and Fee Board Proposal**

UH Mānoa Director of Student Life and Development Jan Javinar and SAPFB Treasurer Brenden Burk presented the proposal to increase the Student Activity Program and Fee Board fee, which at $2.70, hasn't changed in 32 years.

Burk gave background on the SAPFB Fee and SAPFB's role and the application process. The goals for the proposed fee increase include encouraging student participation and engagement in extracurricular activities, thereby enhancing campus life and each individual student's UH Mānoa experience.

Without the fee increase, the SAPFB is projected to operate in the red. With the fee increase, any additional surplus would be returned to the revolving fund and used to fund additional activities. The SAPFB fee will increase to $11 in the fall/spring semesters and $5 in the summer, with a projected increase to $12 in 2014-2015 for the fall/spring semesters. The SAPFB will continue to be discerning with respect to proposals, even with a surplus of money.

Regent Holzman suggested an annual report to the Board of Regents regarding fees, to revisit them and examine how the money is used, and to see how the fees worked. Chair Dahilig requested, in a future meeting, that students from each organization testify regarding their respective fees.

**IV. ADJOURNMENT**

There being no further business, the meeting was adjourned at 4:05 p.m.

Respectfully Submitted,

Keith Y. Amemiya, Esq.
Interim Executive Administrator and Secretary of the Board of Regents