



CALIFORNIA  
STATE  
UNIVERSITY  
FRESNO

April 10, 2025

## Memorandum

TO: Phong Yang, Chair, Campus Fee Advisory Committee  
Interim VP Student Affairs and Enrollment Management

FROM: Saúl Jiménez-Sandoval, Ph.D.  
President

SUBJECT: Approval of Changes and Addition of Course Fees

I have reviewed and approve the Proposal to Establish New Course Fees/Course Fees Increase you submitted on April 7, 2025. Per the recommendation, the following course fees are approved and effective Spring 2026:

### New Fees:

- Drama 34 (New \$30.00)
- Drama 136S (New \$20.00)
- Drama 151 (New \$15.00)
- Drama 180A (New \$20.00)
- Drama 182A (New \$35.00)
- Earth and Environment Sciences 30 (New \$10.00)
- Earth and Environment Sciences 106 (New \$10.00)
- Mechanical Engineering 32 (New \$20.00)
- Mechanical Engineering 95 (New \$20.00)
- Nursing 10AL (New \$70.00)
- Nursing 110AL (New \$70.00)
- Nursing 131L (New \$70.00)
- Nursing 136 (New \$20.00)
- Nursing 140L (New \$70.00)
- Public Health 48 and 49 (New \$10.00)
- Public Health 168A (New \$25.00)

### Increased Fees:

- Earth and Environment Sciences 3 (Increase \$60 to \$100)
- Earth and Environment Sciences 103F (Increase \$30.00 to \$50.00)
- Earth and Environment Sciences 106F (Increase \$25.00 to \$50.00)
- Earth and Environment Sciences 107 (Increase \$35.00 to \$50.00)

- Nursing 121L (Increase \$20.00 to \$75.00)
- Nursing 131L (Increase from \$20.00 to \$70.00)
- Nursing 264 (Increase \$40.00 to \$100.00)
- Nursing 267 (Increase \$40.00 to \$100.00)

April 7, 2025

## MEMORANDUM

TO: Saúl Jiménez-Sandoval, Ph.D. President

FROM: Campus Fee Advisory Committee Chair, Interim VP for Student Affairs, Phong Yang

SUBJECT: Proposal to Establish New Course Fees / Course Fees increase

The Campus Fee Advisory Committee met on February 21, March 21 and March 26, 2025, to discuss requests to change existing fees for courses offered through the Department of Earth and Environmental Sciences, Department of Public Health, Department of Mechanical Engineering, Department of Nursing and the Department of Theater and Dance. The courses' names, the fee's purpose, and the fee's amount are attached to a separate document.

Committee Members Present (2/21/25): Committee Members Present: Interim VP Phong Yang (chair), John Fugatt, Dr. Bernadette Muscat, ASI President Faith Van Hoven, ASI Vice President Frederick Lisitsa, ASI Senator Adam Garabedian, Dean, Teree Stevenson, Dr. Amy Allen, Dr. Amber Crowell, student representatives, Torrance Carpenter and Ashley Pina.

Guests Present: Dr. Mara Brady, Department of Earth and Environmental Sciences

Committee Members Present (3/21/25): Interim VP Phong Yang (chair), John Fugatt, Dr. Bernadette Muscat, ASI President Faith Van Hoven, ASI Vice President Frederick Lisitsa, ASI Senator Adam Garabedian, Dean, Teree Stevenson, Dr. Amy Allen, Dr. Amber Crowell, student representative, Torrance Carpenter.

Guests Present: Dr. Kathleen D. Dyer, Department of Public Health, Dr. Deify Law, Department of Mechanical Engineering, Dr. Kathleen Rindahll, Department of Nursing, Dr. Mara Brady, Department of Earth and Environmental Sciences, and Dr. Melissa Gibson, Department of Theater and Dance.

Committee Members Present (3/26/25): Interim VP Phong Yang (chair), John Fugatt, Dr. Bernadette Muscat, ASI President Faith Van Hoven, ASI Vice President Frederick Lisitsa, ASI Senator Adam Garabedian, Dean, Teree Stevenson, Dr. Amy Allen, Dr. Amber Crowell, student representative proxy, Lexey Jenkins-Nyce.

Guests Present: Dr. Melissa Gibson, Department of Theater and Dance and Dr. Kathleen Rindahll, Department of Nursing.

The committee voted to recommend that you approve the proposed course fees, which will take effect in Spring 2026:

- Earth and Environmental Sciences 3 (Increase \$60.00 to \$100.00)
- Public Health 168A (New \$25.00)
- Public Health 48 and 49 (New \$10.00)
- Mechanical Engineering 95 (New \$20.00)
- Mechanical Engineering 32 (New \$20.00)
- Nursing 215 (New \$40.00)
- Nursing 278 (Increase \$40.00 to \$100.00)
- Nursing 264 (Increase \$40.00 to \$100.00)
- Nursing 267 (Increase \$40.00 to \$100.00)
- Earth and Environment Sciences 103F (Increase \$30.00 to \$50.00)
- Earth and Environment Sciences 30 (New \$10.00)
- Earth and Environment Sciences 106F (Increase \$25.00 to \$50.00)
- Earth and Environment Sciences 106 (New \$10.00)
- Earth and Environment Sciences 107 (Increase \$35.00 to \$50.00)
- Drama 34 (New \$30.00)
- Drama 136S (New \$20.00)
- Drama 151 (New \$15.00)
- Drama 180A (New \$20.00)
- Drama 182A (New \$35.00)
- Nursing 121L (Increase \$20.00 to \$75.00)
- Nursing 131L (Increase from \$20.00 to \$70.00)
- Nursing 10AL (New \$70.00)
- Nursing 110AL (New \$70.00)
- Nursing 131L (New \$70.00)
- Nursing 140L (New \$70.00)
- Nursing 136 (New \$20.00)

Prepared by: Juana Gonzalez, Administrative Assistant

Enclosures



Campus Fee Advisory Committee Meeting  
February 21, 2025

AGENDA

Attendees:

- Phong Yang, *Interim VP of Student Affairs and Enrollment Management, Chair (non-voting member)*
- Faith Van Hoven, *ASI President*
- Frederick Lisitsa, *ASI Vice President*
- Adam Garabedian, *ASI Senator for Lyles College of Engineering*
- Ashley Pina, *Student Representative*
- Torrance Carpenter, *Student Representative*
- Dr. Amber Crowell, *Faculty, Academic Senate Representative*
- John Fuggat, *Assistant Vice President of Financial Services*
- Dr. Bernadette Muscat, *Dean of Undergraduate Students, Academic Affairs Representative*
- Terree Stevenson, *Dean of Students*
- Dr. Amy Allen, *Associate Dean of Student Involvement (Ex-Officio, non-voting member)*

1. Introduction
2. Review of Submitted Fee Requests
  - a. [Earth and Environmental Sciences](#) (Dr. Mara Brady)  
***Outcome: All 9 committee members voted in favor of this fee increase***
3. Campus Fee Advisory Committee [Website](#)
  - a. Schedule
  - b. Content
    - i. Agendas and fee requests will be published on the website
    - ii. Updated Dr. Amy Allen to “non-voting member”
4. Draft Fee Increase [Proposal](#)
5. Other Topics:

- a. Consolidated Dog Days and Graduation Fee (Dr. Bernadette Muscat)
  - i. The objective of this suggestion is to include the graduation fee as part of the new student orientation fee for undergraduate students.
  - ii. The benefit is that students will not have to worry about paying for it when they file for graduation.
  - iii. The concerns are: (1) will fees be refunded to students who do not graduate, (2) will it be an equity concern with graduation propensity
  - iv. Student committee members prefer paying the graduation fee at the time they file for graduation.
  - v. More research needs to be done in this area.
- b. [Dog Days fee](#)
  - i. The committee would like to pursue a more formal discussion about the Dog Days fee. Ken Ternate should be invited to provide more details.

## COURSE FEE REQUEST FORM | AY \_\_\_\_\_

This form is to be used to request new or change course fees.

To be considered for the \_\_\_\_ academic year, fee requests must be submitted to \_\_\_\_\_, Associate Dean by \_\_\_\_\_. Please submit original paper copies to the Dean's office.

In addition to the paper copy, please forward electronic copies to:

- \_\_\_\_\_ with a copy to \_\_\_\_\_
- **SUBJECT:** Proposed FALL \_\_\_\_\_ Course Fee

Check one:      New fee: ☐      Change to existing fee: ☒      Withdraw Fee: ☐

Current fee: \$ 60

New Fee: Spring 2025 \$ 100  
Effective Term

Subject – course number fee should be attached to:      EES      3      001168  
Subject Area      Catalog #      Course ID

-or-

Other method to charge—e.g. plan, program, student group: \_\_\_\_\_

List any additional course(s) to be charged: \_\_\_\_\_

Please attach a brief impact statement addressing all of the following for the proposed new or revised fee:

1. Describe how the fee will be assessed—e.g. all students, students in a specific unit/program/major.
2. Provide a 5-year history of all fees assessed within the academic program/major of the proposed new or revised program/course fee. **If this is a new fee please provide a brief statement of course objectives.**
3. Specify how many students the proposed program/course fee will affect by student classification—i.e. undergraduate, graduate, or professional—and by student level—e.g. freshmen, juniors, etc.  
Please describe the direct benefit to students in terms of enhancing or enriching the student learning experience. Provide a budget that details the expected annual revenue from the fee and the expenses that the fee will cover. If this is a current fee, please include how the current revenue is being utilized.
4. If the fee is not approved what would be the expected impact on students, and what alternative means to the proposed fee have been explored for achieving the desired outcome.

**Attach additional documentation as needed.**

Peoplesoft Chartfield Information:      501907-46754-32240-24303

Unit Budget Analyst: Nancy Gomez      Ext: 8-3936

Department: Earth & Environmental Sciences      Telephone: 559-278-2912

Dept. Contact: Mara Brady      Email: mebrady@csufresno.edu

Dept Chair signature: 

Dean Signature: 

AVP Accounting: 

**For Fee Withdrawal Only Department Chair and Dean Signature Required**

To be completed, if approved by Fee Committee:

Date of Committee action: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## EES 3 Course Fee Change Request - Impact Statement

**1. Describe how the fee will be assessed—e.g. all students, students in a specific unit/program/major.**

This fee will be assessed to all students that enroll in EES3 - Geology Field Trip. This course is open to all students on campus and it may be repeated. It is especially geared toward non EES majors.

**2. Provide a 5-year history of all fees assessed within the academic program/major of the proposed new or revised program/course fee. If this is a new fee please provide a brief statement of course objectives.**

Below is a table that lists the total course fees collected across all EES courses over the last five years:

Year	\$ collected
2018-2019	\$ 18,152.11
2019-2020	\$ 18,662.41
2020-2021	\$ 5,228.50
2021-2022	\$ 3,630.00
2022-2023	\$ 12,706.22
2023-2024	\$ 16,255.00

Below is a table of all courses in EES that include a course fee (we have several):

Subject	Catalog		Course Description	Course Fee Component		Units	Effective
	#	Course ID					Date
EES	1	001165	Nat Dis Earthres	10	LAB	1	Spring 2010
			Nat Dis Earthres -				
EES	1V	020905	Virtual Lab	10	LAB	1	Spring 2016
EES	2	018227	Historical Geol	10	LAB	1	Spring 2010
EES	3	001168	Geol Field Trip	60	SUP	1	
EES	4	0015725	Environment Sci	10	LAB	1	Spring 2010
EES	9	018041	Intro Earth Sci	10	LAB	1	Spring 2010



EES	12	001169	Mineralogy	35	LAB	1	Spring 2010
EES	30	004332	Intro Fld Mthds	10	LAB	2	Fall 2023
EES	50	018914	Nat Parks Sierra	25	LAB	1	Spring 2010
EES	100	001172	Analy Methods	10	LAB	1	Spring 2010
EES	101	001173	Ign Metam Petrol	35	LAB	1	Spring 2010
EES	102	003361	Sedimentology	35	LAB	1	Spring 2010
EES	102S	022652	Sedimentology	35	LAB	1	Fall 2023
EES	103F	022654	Field Geology	30	LAB	1	Fall 2023
EES	105	001175	Geomorphology	35	LAB	1	Spring 2010
EES	106	001176	Structural Geol	10	LAB	1	Fall 2023
EES	106F	022653	Struc Geo Fld Mthd	25	LAB	1	Fall 2023
EES	107	001177	Adv Fld Methods	35	LAB	3	Spring 2010
EES	108	018093	Soil & Water Sci	10	LAB	1	Spring 2010
EES	109	018094	Atmospheric Sci	10	LAB	1	Spring 2010
EES	110	001180	Invert Paleontol	10	LAB	1	Spring 2010
EES	114	007159	Engr Geology	35	LAB	1	Spring 2010
EES	117	001184	Hydrogeology	35	LAB	1	Spring 2010
EES	118	010411	Applied Geophys	35	LAB	1	Spring 2010
EES	122	001187	Stratigraphy	35	LAB	1	Spring 2010
EES	154	001192	Intro Earth Sci	10	LAB	1	Spring 2010
EES	155	012441	Disc Earth Sci	10	LAB	1	Spring 2010
EES	210	001200	Anl Flts+Erthqak	35	LAB	1	Spring 2010
EES	220	009361	Grndwater Hydrol	35	LAB	1	Spring 2010
EES	231	014049	Depositnl Systms	35	LAB	1	Spring 2010
EES	232	006991	Basin Analysis	35	SEM	3	Spring 2010
EES	271	001204	Volcanology	35	LAB	2	Spring 2010

**3. Specify how many students the proposed program/course fee will affect by student classification—i.e. undergraduate, graduate, or professional—and by student level—e.g. freshmen, juniors, etc. Please describe the direct benefit to students in terms of enhancing or enriching the student learning experience. Provide a budget that details the expected annual revenue from the fee and the expenses that the fee will cover. If this is a current fee, please include how the current revenue is being utilized.**

We currently offer EES3 once or twice per academic year and ~30-40 students register each time. Most of the students who enroll in the course are undergraduate with students entering at a range of levels, since it's open to all students. We typically recruit from our introductory EES1 course, which is a lower division GE course.

The purpose of the course is to take an extended field trip to a geologic area of interest, which exposes students to California Geologic features and National Parks. Many students have never been to these areas before participating in the trip. The benefit of going on a multi-day trip is to provide students an opportunity to learn about many features within an area and how that relates to natural hazards, earth resources, plate tectonics, and the various types of rocks and minerals on earth. The off campus travel is a required part of the learning outcomes and purpose of the course.

With 30-40 students per trip, we expect ~\$3000-4000 in revenue annually (based on a projected offering of one trip per academic year).

Below is a breakdown of the last ten years of offering this course, which shows that the cost per student exceeds \$100 and the department loss for this trip has been increasing, especially over the last five years. The costs of food, travel, and camping have all gone up over the time that we've been offering the course, but we have never raised the course fee.

Trip Location	Year	Dates	Enrollment	Total Cost of Food	Total Cost of Campsites	Total Mileage Cost	Total Cost of Trip	Cost of Food per student	Cost for campsites per student	Avg Mileage Cost per student	COST OF TRIP per student	Course fees collected	EES Department loss	Avg. loss per student
Eastern CA	2013	9/13-9/16	27	\$1,557.25	\$378	\$1,556.00	\$3,491.25	\$57.68	\$14.00	\$57.63	\$129.31	\$1,620.00	\$1,871.25	\$69.31
Coastal CA	2014	4/3-4/6	49	\$1,704.82	\$565	\$2,327.05	\$4,596.87	\$34.79	\$11.53	\$47.49	\$93.81	\$2,940.00	\$1,656.87	\$33.81
Mt. Lassen	2014	9/13-9/16	23	\$1,600.00	\$329	\$2,785.20	\$4,714.20	\$69.57	\$14.30	\$121.10	\$204.97	\$1,380.00	\$3,334.20	\$144.97
Death Valley	2015	3/12-3/15	45	\$1,433.00	\$378	\$3,594.00	\$5,405.00	\$31.84	\$8.40	\$79.87	\$120.11	\$2,700.00	\$2,705.00	\$60.11
Central Coast	2016	4/28-5/1	43	\$1,079.43	\$632	\$1,665.00	\$3,375.93	\$25.10	\$14.69	\$38.72	\$78.51	\$2,580.00	\$795.93	\$18.51
Eastern Sierra	2016	9/22-9/25	30	\$854.55	\$600	\$1,710.00	\$3,164.47	\$28.49	\$20.00	\$57.00	\$105.48	\$1,800.00	\$1,364.47	\$45.48

San Leandro	2017	3/23-3/26	27	\$621.43	\$308	\$1,325.25	\$2,254.68	\$23.02	\$11.41	\$49.08	\$83.51	\$1,620.00	\$634.68	\$23.51
Mt. Lassen	2017	9/28-10/01	41	\$1,096.24	\$329	\$3,980.31	\$5,405.55	\$26.74	\$8.02	\$97.08	\$131.84	\$2,460.00	\$2,945.55	\$71.84
Ray Area	2018	3/15-3/18	23	\$1,729.62	\$788	\$1,828.73	\$4,346.35	\$75.20	\$34.26	\$79.51	\$188.97	\$1,380.00	\$2,966.35	\$128.97
Eastern Sierra	2018	9/27-9/30	30	\$1,472.27	\$660	\$1,745.00	\$3,877.15	\$49.08	\$22.00	\$58.17	\$129.24	\$1,800.00	\$2,077.15	\$69.24
Death Valley	2019	3/14-3/17	34	\$1,936.73	\$440	\$3,693.31	\$6,070.04	\$56.96	\$12.94	\$108.63	\$178.53	\$2,040.00	\$4,030.04	\$118.53
Lake Tahoe	2019	9/19-9/22	39	\$2,716.96	\$1,254	\$3,145.34	\$7,116.30	\$69.67	\$32.15	\$80.65	\$182.47	\$2,340.00	\$4,776.30	\$122.47
Death Valley	2023	3/9-3/12	34	\$2,435.87	\$528	\$3,516.96	\$6,480.83	\$71.64	\$15.53	\$103.44	\$190.61	\$2,040.00	\$4,440.83	\$130.61
Northern Sierra Nevada, CA	2023	9/14-9/17	32	\$3,551.43	\$380	\$3,410.43	\$7,341.86	\$110.98	\$11.88	\$106.58	\$229.43	\$1,920.00	\$5,421.86	\$169.43

In surveying the 30 students who registered for the course in Spring 2024, all said they would be willing to pay \$100 to attend the trip.

**4.If the fee is not approved what would be the expected impact on students, and what alternative means to the proposed fee have been explored for achieving the desired outcome.**

If we are not able to raise the fee, then we will likely stop offering the course and students will miss out on the opportunity to engage with California's unique geologic features and National Parks. In the last 1-2 years, we have worked to reduce the cost of food and travel by selecting trips that are more local to Fresno. That has the downside of limiting what trips are possible, but that is what we can do on our end to reduce the costs. That said, the department is still prepared to operate this course at a loss, if the new course fees are approved. We believe the benefit of the course in exposing students to important geologic features and processes, especially since few students are exposed to Earth Science in K-12, is an important endeavor. With an additional revenue from increased course fees, the department loss will be more manageable. Another alternative would be to request donor or other university support for this trip.



Campus Fee Advisory Committee Meeting  
March 21, 2025  
1:00 p.m. - 2 p.m.

AGENDA

Attendees:

• Phong Yang, <i>Interim VP of Student Affairs and Enrollment Management, Chair (non-voting member)</i>	<input checked="" type="checkbox"/> Present — _____
• Faith Van Hoven, <i>ASI President</i>	<input checked="" type="checkbox"/> Present —
• Frederick Lisitsa, <i>ASI Vice President</i>	<input checked="" type="checkbox"/> Present
• Adam Garabedian, <i>ASI Senator for Lyles College of Engineering</i>	<input checked="" type="checkbox"/> Present
• Ashley Pina, <i>Student Representative</i>	<input type="checkbox"/> Present
• Torrance Carpenter, <i>Student Representative</i>	<input checked="" type="checkbox"/> Present
• Dr. Amber Crowell, <i>Faculty, Academic Senate Representative</i>	<input checked="" type="checkbox"/> Present
• John Fuggat, <i>Assistant Vice President of Financial Services</i>	<input checked="" type="checkbox"/> Present
• Dr. Bernadette Muscat, <i>Dean of Undergraduate Students, Academic Affairs Representative</i>	<input checked="" type="checkbox"/> Present
• Terree Stevenson, <i>Dean of Students</i>	<input checked="" type="checkbox"/> Present
• Dr. Amy Allen, <i>Associate Dean of Student Involvement (Ex-Officio, non-voting member)</i>	<input checked="" type="checkbox"/> Present

1. Roll-Call (Please see above) Absent: Ashley Pina, Student Representative; John Fuggat volunteered not to be a voting member at today's meeting. Also in attendance: Juana Gonzalez, Dr. Kathleen D. Dyer, Dr. Kathleen Rindahl, Dr. Deify Law, Dr. Melissa Gibson, Dr. Mara Brady
2. Review of Submitted Fee Requests
  - a. [Department of Public Health](#) (Dr. Kathleen D. Dyer)
    - i. Public Health 168A (\$25.00)

☒ ~~6~~ Committee members voted in favor of this fee increase

Faith Van Hoven, ASI President motions to approve fee increase and Frederick Lisitsa, ASI Vice President seconds the motion. Motion passes.

ii. Public Health 48 and 49 (\$10.00)

☒ ~~7~~ Committee members voted in favor of this fee increase

Frederick Lisitsa, ASI Vice President motions to approve fee increase and Torrance Carpenter, Student Representative seconds the motion. Motion passes.

b. [Department Mechanical Engineering](#) (Dr. Deify Law)

i. ME 95 (\$20.00)

☒ ~~7~~ Committee members voted in favor of this new fee

Torrance Carpenter, Student Representative motions to approve fee increase and Adam Garabedian, ASI Senator for Lyles College of Engineering seconds the motion. Motion passes.

ii. ME 32 (\$20.00)

☒ ~~7~~ Committee members voted in favor of this new fee

Torrance Carpenter, Student Representative motions to approve fee increase and Adam Garabedian, ASI Senator for Lyles College of Engineering seconds the motion. Motion passes.

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c. [Department of Nursing](#) (Dr. Kathleen Rindahll)

i. Nursing 215 (\$40.00)

☒ ~~6~~ Committee members voted in favor of this fee increase

Dr. Amber Crowell, Faculty, Academic Senate Representative motions to approve fee increase and John Fuggat, Assistant Vice President of Financial Services seconds the motion. Motion passes.

ii. Nursing 278, 264, 267 (Increase \$40.00 to \$100.00)

☒ ~~6~~ Committee members voted in favor of this fee increase

Terree Stevenson, Dean of Students motions to approve fee increase and Frederick Lisitsa, ASI Vice President seconds the motion. Motion passes.

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d. [Department of Earth & Environmental Sciences](#) (Dr. Mara Brady)

i. Earth and Environment Sciences 103F (Increase \$30.00 to \$50.00)

1. Earth and Environment Sciences 30 (\$10.00) - Concurrent course with EES 103F

☒ ~~7~~ Committee members voted in favor of this fee increase

Torrance Carpenter, Student Representative motions to approve fee increase and Dr. Amber Crowell, Faculty, Academic Senate Representative seconds the motion. Motion passes.

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ii. [Earth and Environment Sciences 106F](#) (Increase \$25.00 to \$50.00)

1. Earth and Environment Sciences 106 (\$10.00) - Concurrent course to EES 106F

☒ ~~7~~ Committee members voted in favor of this fee increase

Torrance Carpenter, Student Representative motions to approve fee increase and Dr. Amber Crowell, Faculty, Academic Senate Representative seconds the motion. Motion passes.

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iii. [Earth and Environment Sciences 107](#) (Increase \$35.00 to \$50.00)

☒ ~~7~~ Committee members voted in favor of this fee increase

Frederick Lisitsa, ASI Vice President motions to approve fee increase and Torrance Carpenter, Student Representative seconds the motion. Motion passes.

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e. [Department of Theater and Dance](#) (Dr. Melissa Gibson)

i. Drama 34 (New Fee \$30.00)

☒ ~~7~~ Committee members voted in favor of this new fee

Torrance Carpenter, Student Representative motions to approve fee increase and Frederick Lisitsa, ASI Vice President seconds the motion. Motion passes.

ii. Drama 41 (New Fee \$60.00)

☒ ~~7~~ Committee members voted in favor of this new fee

Frederick Lisitsa, ASI Vice President motions to approve fee increase and Torrance Carpenter, Student Representative seconds the motion. Motion passes.

Meeting adjourned at 2:00 p.m. on March 21, 2025 and will resume on Wed. March 26, 2025 for ½ hour at 1:00 p.m.



Campus Fee Advisory Committee Meeting

March 26, 2025

1:00 p.m. - 1:30 p.m.

AGENDA

Attendees:

• Phong Yang, <i>Interim VP of Student Affairs and Enrollment Management, Chair (non-voting member)</i>	<input checked="" type="checkbox"/> Present
• Faith Van Hoven, <i>ASI President</i>	<input checked="" type="checkbox"/> Present
• Frederick Lisitsa, <i>ASI Vice President</i>	<input checked="" type="checkbox"/> Present
• Adam Garabedian, <i>ASI Senator for Lyles College of Engineering</i>	<input checked="" type="checkbox"/> Present
• Ashley Pina, <i>Student Representative</i>	<input type="checkbox"/> Present
• Torrance Carpenter, <i>Student Representative</i> • Proxy: Lexey Jenkins-Nyce	<input type="checkbox"/> Present <input checked="" type="checkbox"/> Present
• Dr. Amber Crowell, <i>Faculty, Academic Senate Representative</i>	<input checked="" type="checkbox"/> Present
• John Fuggat, <i>Assistant Vice President of Financial Services</i>	<input checked="" type="checkbox"/> Present
• Dr. Bernadette Muscat, <i>Dean of Undergraduate Students, Academic Affairs Representative</i>	<input checked="" type="checkbox"/> Present
• Terree Stevenson, <i>Dean of Students</i>	<input checked="" type="checkbox"/> Present
• Dr. Amy Allen, <i>Associate Dean of Student Involvement (Ex-Officio, non-voting member)</i>	<input checked="" type="checkbox"/> Present

3. Roll-Call (Please see above) Abstaining from vote: Dr. Bernadette Muscat and John Fuggat, Assistant Vice President of Financial Services. Also in attendance: Juana Gonzalez, Dr. Melissa Gibson, Dr. Kathleen Rindahll.
4. Review of Submitted Fee Requests (continue)
  - e [Department of Theater and Dance](#) (Dr. Melissa Gibson)
    - iii. Drama 136S (New Fee \$20.00)



☒ ~~6~~ Committee members voted in favor of this new fee  
Faith Van Hoven, ASI President motions motions to approve fee increase and John Fuggat, Assistant Vice President of Financial Services seconds the motion. Motion passes.

iv. Drama 151 (New Fee \$15.00)

☒ ~~6~~ Committee members voted in favor of this new fee  
Terree Stevenson, Dean of Students motions to approve fee increase and Dr. Amber Crowell, Faculty, Academic Senate Representative seconds the motion. Motion passes.

v. Drama 180A (New Fee \$20.00)

☒ ~~5~~ Committee members voted in favor of this new fee  
Terree Stevenson, Dean of Students motions to approve fee increase and Faith Van Hoven, ASI President seconds the motion. Motion passes.

vi. Drama 182A (New Fee \$35.00)

☒ ~~5~~ Committee members voted in favor of this new fee  
Terree Stevenson, Dean of Students motions to approve fee increase and Frederick Lisitsa, ASI Vice President seconds the motion. Motion passes.

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f. [Department of Nursing](#) (Dr. Kathleen Rindahll) - Additional for review

i. Nursing 121L (Change to existing fee from \$20.00 to \$75.00)

☒ ~~5~~ Committee members voted in favor of this change to  
the existing fee.

John Fuggat, Assistant Vice President of Financial Services motions to approve fee increase and Terree Stevenson, Dean of Students seconds the motion.  
Motion passes.

ii. Nursing 131L (Change to existing fee from \$20.00 to \$70.00)

1. Nursing students registered in specific 1,2 (NURs 10AL, NURS 110AL, NURS 131L , NURS 140L, new fee \$70.00)

☒ ~~5~~ Committee members voted in favor of this change to  
the existing fee and new fees.

Faith Van Hoven, ASI President motions to approve fee increase and Frederick Lisitsa, ASI Vice President seconds the motion. Motion passes.

iii. Nursing 136 (New Fee \$20.00)

☒ ~~5~~ Committee members voted in favor of this new fee

Frederick Lisitsa, ASI Vice President motions to approve fee increase and Dr. Amber Crowell, Faculty, Academic Senate Representative seconds the motion. Motion passes.

## 5. Next Meeting

a. March 28 at 3:00 p.m. with the President (Fee Increase Meeting)

Meeting adjourned 1:31 p.m.

Minutes taken by:

Juana Gonzalez, Administrative Assistant

## COURSE FEE REQUEST FORM | AY \_\_\_\_\_

This form is to be used to request new or change course fees.

To be considered for the \_\_\_\_\_ academic year, fee requests must be submitted to \_\_\_\_\_, Associate Dean by \_\_\_\_\_. Please submit original paper copies to the Dean's office.

In addition to the paper copy, please forward electronic copies to:

- \_\_\_\_\_ with a copy to \_\_\_\_\_
- **SUBJECT:** Proposed FALL \_\_\_\_\_ Course Fee

Check one: New fee: ☒ Change to existing fee: ☐ Withdraw Fee: ☐

Current fee: \$ \_\_\_\_\_

New Fee: F25 \$ 10  
Effective Term

Subject – course number fee should be attached to: PH 48 001336  
Subject Area Catalog # Course ID

-or-

Other method to charge—e.g. plan, program, student group: \_\_\_\_\_

PH 49 - 018813

List any additional course(s) to be charged: \_\_\_\_\_

Please attach a brief impact statement addressing all of the following for the proposed new or revised fee:

1. Describe how the fee will be assessed—e.g. all students, students in a specific unit/program/major.
2. Provide a 5-year history of all fees assessed within the academic program/major of the proposed new or revised program/course fee. **If this is a new fee please provide a brief statement of course objectives.**
3. Specify how many students the proposed program/course fee will affect by student classification—i.e. undergraduate, graduate, or professional—and by student level—e.g. freshmen, juniors, etc.  
Please describe the direct benefit to students in terms of enhancing or enriching the student learning experience. Provide a budget that details the expected annual revenue from the fee and the expenses that the fee will cover. If this is a current fee, please include how the current revenue is being utilized.
4. If the fee is not approved what would be the expected impact on students, and what alternative means to the proposed fee have been explored for achieving the desired outcome.

**Attach additional documentation as needed.**

Peoplesoft Chartfield Information:

Pending trust fund account approval. ID#7228582.

Submitted 3/6/25

Unit Budget Analyst: Rebecca White

Ext: 8-

Department: Public Health

Telephone: 8-6811

Dept. Contact: Rocio Garcia

Email: rcasillas@

Dept Chair signature: 

Dean Signature:   
Kara Zogian, Interim Dean of Academic Programs (PST)

AVP Accounting: 

**For Fee Withdrawal Only Department Chair and Dean Signature Required**

To be completed, if approved by Fee Committee:

Date of Committee action: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### EMT Training / First Responder Course Fee Proposal

1. The proposed fee will be assessed on every student who registers for PH 48 (First Responder Emergency) and PH 49 (EMT Training).
2. This is a new course fee. When these courses were created, the Red Cross donated supplies for this course. Eventually, the donation ceased. Supplies are running out, so we need to find a new way to supply them.  
PH 48 is a First Responder (CPR) course.  
PH 49 is an EMT training course.
3. Both of these courses serve undergraduate students exclusively and students through Continuing and Global Education.  
During the AY 2024-25, PH 48 served 39 students (18% freshmen, 23% sophomores, 13% juniors, and 46% seniors), and PH 49 served 40 students (0% freshlings, 5% sophomores, 18% juniors, and 80% seniors).  
These courses are not required in a degree program, but serve any student in the university who wishes to have this training for public safety or for their future career. Students in education, law enforcement, health careers and more need this foundation for their careers. Most have majors in the College of Health and Human Services (64% of those in PH 48) or in the College of Science and Mathematics (53% of those in PH 49).

We propose a \$10 course fee for each student. These classes generally enroll 40 students each (PH 48 in fall semester, PH 49 in spring semester) for a total of 80 students per year. This will generate \$800 per year.

The course fee will pay for the following items to be consumed every year:

- Nonrebreather masks (30 @ \$8 per year)
- Nasal cannula (15 @ \$2 per year)
- Nasal pharyngeal airways (\$24/box)
- Soft cloth surgical tape (5 boxes @ \$10/box)
- Kerlix bandages (2 boxes @ \$20/box)
- Blood pressure cuff (5 @ \$17)
- Stethoscope (5 @ \$7)
- Pen light (80 @ \$4)
- Tourniquet (10 @ \$5)

This comes to about \$600 per year.

Finally, as funds accumulate (\$200 per year), it will pay for some large-ticket items that will be necessary as current equipment breaks down.

- AED Simulators (\$100-400)
- CPR mannequin with digital measures of efficacy (\$2000)
- Adult airway trainer (\$1200)

- Infant airway trainer (\$800)
- Rescue mannequin (\$2000)

4. If this course fee is not approved, we will have to stop offering these courses unless the college or university can provide these funds. The college has provided funds for the past, but as the budget tightens, we cannot rely on that anymore.

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#### INSTRUCTIONS

Please attach a brief impact statement addressing all of the following for the proposed new or revised fee:

1. Describe how the fee will be assessed—e.g. all students, students in a specific unit/program/major.
2. Provide a 5-year history of all fees assessed within the academic program/major of the proposed new or revised program/course fee. If this is a new fee please provide a brief statement of course objectives.
3. Specify how many students the proposed program/course fee will affect by student classification—i.e. undergraduate, graduate, or professional—and by student level—e.g. freshmen, juniors, etc. Please describe the direct benefit to students in terms of enhancing or enriching the student learning experience. Provide a budget that details the expected annual revenue from the fee and the expenses that the fee will cover. If this is a current fee, please include how the current revenue is being utilized.
4. If the fee is not approved what would be the expected impact on students, and what alternative means to the proposed fee have been explored for achieving the desired outcome.

## COURSE FEE REQUEST FORM | AY \_\_\_\_\_

This form is to be used to request new or change course fees.

To be considered for the \_\_\_\_\_ academic year, fee requests must be submitted to \_\_\_\_\_, Associate Dean by \_\_\_\_\_. Please submit original paper copies to the Dean's office.

In addition to the paper copy, please forward electronic copies to:

- \_\_\_\_\_ with a copy to \_\_\_\_\_
- **SUBJECT:** Proposed FALL \_\_\_\_\_ Course Fee

Check one: New fee: ☒ Change to existing fee: ☐ Withdraw Fee: ☐

Current fee: \$ \_\_\_\_\_

New Fee: FA 25 \$ 25.00  
Effective Term

Subject – course number fee should be attached to:

PH 168A 001356  
Subject Area Catalog # Course ID

-or-

Other method to charge—e.g. plan, program, student group: \_\_\_\_\_

List any additional course(s) to be charged: \_\_\_\_\_

Please attach a brief impact statement addressing all of the following for the proposed new or revised fee:

1. Describe how the fee will be assessed—e.g. all students, students in a specific unit/program/major.
2. Provide a 5-year history of all fees assessed within the academic program/major of the proposed new or revised program/course fee. **If this is a new fee please provide a brief statement of course objectives.**
3. Specify how many students the proposed program/course fee will affect by student classification—i.e. undergraduate, graduate, or professional—and by student level—e.g. freshmen, juniors, etc.  
Please describe the direct benefit to students in terms of enhancing or enriching the student learning experience. Provide a budget that details the expected annual revenue from the fee and the expenses that the fee will cover. If this is a current fee, please include how the current revenue is being utilized.
4. If the fee is not approved what would be the expected impact on students, and what alternative means to the proposed fee have been explored for achieving the desired outcome.

**Attach additional documentation as needed.**

Peoplesoft Chartfield Information: 580922-46784-31222 Health Science Lab

Unit Budget Analyst: Rebecca White Ext: \_\_\_\_\_

Department: Department of Public Health Telephone: 559-278-4014

Dept. Contact: Rocio Garcia Email: rcasillas@csufresno.edu

Dept Chair signature: 

Dean Signature: 

AVP Accounting: 

**For Fee Withdrawal Only Department Chair and Dean Signature Required**

To be completed, if approved by Fee Committee:

Date of Committee action: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**EOHS Lab Course Fee Proposal  
PH 168A**

1. The proposed fee will be assessed on every student who registers for PH 168A (Occupational Health Concerns).
2. This is a new course fee. We currently have a lab fee on PH 167 (Public Health Lab Tech) but it has not generated enough revenue to complete and maintain the laboratory space and provide supplies for classes. Multiple classes use this lab space and the supplies in it. PH 168A is a core required class for EOHS majors and a elective class for Health Administration majors. It is one of the first (along with PH 167) in the sequence to make use of the lab. Therefore, we propose adding the fee to this class.

This lab space was built in 2016. It was originally maintained with course fees on PH 167 but we have cancelled the class for low enrollment for a couple of years, and we have not been able to maintain the lab appropriately.

3. PH 168A will be a required course in the Fall 2025 and will serve primarily upper division EOHS (Environmental, Occupational, Health and Safety) majors. Up until the program elevation (effective Fall 2025) it has been an elective class in the EOHS major. It has always been a primary course for students that would like to sit for the Registered Environmental Health specialist Program (REHS) through the California Department of Public Health (CDPH). This is a subset of EOHS majors. But now, the class will be required of all EOHS majors.

During the AY 2024-25, PH 168A served 35 students (0% freshlings, 5% sophomores, 9% juniors, and 86% seniors). Most of the students in the course have been from the Department of Public Health but are split between Health Administration (HA) majors (42%) and EOHS majors (52%), with a few undeclared majors (6%).

We propose a \$25 course fee for each student. PH 168A generally enrolls 36 students each fall. This will generate \$900 per year.

The course fee will pay for a variety of the following items to be consumed every year:

- Gloves (4 boxes – size variety @ \$8/ea)
- Lead check swabs (4 @ \$20/ea)
- Quaternary Test strips (2 @ \$15/ea)
- Chlorine Test kits (2 @ \$20/ea)
- Drinking Water test kits (2 @ \$30/ea)
- Sanitizers (2 @ \$20/box)
- Hand soap (2 @ \$10)
- Filters (2 @ \$50)

This comes to about \$400.00 per year.

In addition, we will annually certify the Biosafety Cabinet (\$250.00) and the fume hood (\$250.00).

4. If this course fee is not approved, we will have to stop offering these courses unless the college or university can provide these funds. The department has provided funds for the past few years, but as the budget tightens, we cannot rely on that anymore.

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#### INSTRUCTIONS

Please attach a brief impact statement addressing all of the following for the proposed new or revised fee:

1. Describe how the fee will be assessed—e.g. all students, students in a specific unit/program/major.
2. Provide a 5-year history of all fees assessed within the academic program/major of the proposed new or revised program/course fee. If this is a new fee please provide a brief statement of course objectives.
3. Specify how many students the proposed program/course fee will affect by student classification—i.e. undergraduate, graduate, or professional—and by student level—e.g. freshmen, juniors, etc. Please describe the direct benefit to students in terms of enhancing or enriching the student learning experience. Provide a budget that details the expected annual revenue from the fee and the expenses that the fee will cover. If this is a current fee, please include how the current revenue is being utilized.
4. If the fee is not approved what would be the expected impact on students, and what alternative means to the proposed fee have been explored for achieving the desired outcome.



## COURSE FEE REQUEST FORM | AY \_\_\_\_\_

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To be considered for the \_\_\_\_\_ academic year, fee requests must be submitted to \_\_\_\_\_, Associate Dean by \_\_\_\_\_. Please submit original paper copies to the Dean's office.

In addition to the paper copy, please forward electronic copies to:

- \_\_\_\_\_ with a copy to \_\_\_\_\_
- **SUBJECT:** Proposed FALL \_\_\_\_\_ Course Fee

Check one: New fee: ☒ Change to existing fee: ☐ Withdraw Fee: ☐

Current fee: \$ \_\_\_\_\_ 0

New Fee: Fall 2025 \$ 20.00  
Effective Term

Subject – course number fee should be attached to:

ME 95 75161  
Subject Area Catalog # Course ID

-or-

Other method to charge—e.g. plan, program, student group: \_\_\_\_\_

ME 32 (75360, 75182, 75157, 75407)

List any additional course(s) to be charged: \_\_\_\_\_

Please attach a brief impact statement addressing all of the following for the proposed new or revised fee:

1. Describe how the fee will be assessed—e.g. all students, students in a specific unit/program/major.
2. Provide a 5-year history of all fees assessed within the academic program/major of the proposed new or revised program/course fee. **If this is a new fee please provide a brief statement of course objectives.**
3. Specify how many students the proposed program/course fee will affect by student classification—i.e. undergraduate, graduate, or professional—and by student level—e.g. freshmen, juniors, etc.  
Please describe the direct benefit to students in terms of enhancing or enriching the student learning experience. Provide a budget that details the expected annual revenue from the fee and the expenses that the fee will cover. If this is a current fee, please include how the current revenue is being utilized.
4. If the fee is not approved what would be the expected impact on students, and what alternative means to the proposed fee have been explored for achieving the desired outcome.

**Attach additional documentation as needed.**

Peoplesoft Chartfield Information: 90000 103852 30203

Unit Budget Analyst: Zaida Reyna Ext: 8-5609

Department: Mechanical Engineering Telephone: 559-278-2368

Dept. Contact: B. Ann Berg Email: baberg@csufresno.edu

Dept Chair signature: 

Dean Signature: 

AVP Accounting: 

**For Fee Withdrawal Only Department Chair and Dean Signature Required**

To be completed, if approved by Fee Committee:

Date of Committee action: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Brief impact statement addressing the following for the proposed new course fee:**

1. The fee will be assessed and paid by students as they register for the ME 95 and ME 32 classes this Fall 2025 semester.
2. This is a new fee. The ME 95 course objective is to impart students the ability to produce and manipulate materials to satisfy engineering design requirements are historical drivers to the development and advancement of human societies. This course emphasizes fundamental aspects related to fabrication and shaping of engineering materials: casting, forming, machining, joining, etc. Project-based laboratory experience emphasizes teamwork, communication, and collaboration. The primary goal of the ME 32 course is to provide students with an experimental understanding of some properties/performance of engineering materials and to begin honing their technical communication skills by writing formal-style and memo-style laboratory reports.
3. Approximately 48 students from ME 95 and 48 students from ME 32 this Fall 2025 will be affected by this new course fee. Student classification is undergraduate, and student level is sophomore. The approximate costs of buying the raw materials for ME 95 is \$945 for the Fall 2025 semester whereas for ME 32 is \$3351 per year. Please see attached for material costs.
4. If the fee is not approved, the ME department will cover the material costs from its allocated budget.

$$\begin{array}{l} \text{ME 95 } \$945 / 48 = \$19.68 \\ \text{ME 32 } \$3351 / 96 = \$34.90 \end{array}$$

**LABORATORY DEVICES COMPANY, INC.**

3640 Kingmont Court  
Loomis, CA 95650

**INVOICE**

Invoice Number: 6754

Invoice Date: Aug 26, 2024

Page: 1

Duplicate

Voice: 530-344-1072  
Fax: 1-866-735-1275

**Bill To:**

CSU Fresno  
CSU Fresno Foundation  
4910 N. Chestnut  
Fresno, CA 93726-1852

**Ship to:**

CSU Fresno - Michael Jenkins  
Dept of Mech Eng - M/S EE94  
2671 E. Barstow Ave  
Fresno, CA 93740

Customer ID	Customer PO	Payment Terms	
Fresno-Derrick	email - CC DG	Net 30 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
Fred LaMay	UPS Ground		9/25/24

Quantity	Item	Description	Unit Price	Amount
8.00	ATH816	6061-T651 TENSILE-HEADED	20.25	162.00
8.00	BTFH360	FREE CUTTING 360 TENSILE-HEAD	23.25	186.00
8.00	STHC36	ASTM-A36 Tensile-Headed	20.00	160.00
8.00	PTTH	POLYETHYLENE TENSILE HEADED	19.00	152.00
8.00	ACTH	Acrylic Cast Tensile Headed	24.00	192.00
8.00	NYTH	Nylon Tensile Headed	20.25	162.00
56.00	AIA615 .394	6061 .394 CHARPY	13.50	756.00
56.00	SIAH36 .394	ASTM-A36 HR .394 CHARPY	14.75	826.00
8.00	SJC45 SPECIAL	4" 1045 JOMINY	13.75	110.00
8.00	SJC140 SPECIAL	4" 4140 JOMINY	13.75	110.00
8.00	SJC340 SPECIAL	4" 4340 JOMINY	13.75	110.00
1.00	Credit Card Fee	Credit Card Transaction Fee - 3% of total order cost Invoiced prior to shipment at customer request.	97.34	97.34

Subtotal	3,023.34
Sales Tax	252.45
Shipping and Handling	75.00
Total Invoice Amount	3,350.79
Payment/Credit Applied	3,350.79
<b>TOTAL</b>	<b>0.00</b>

Check/Credit Memo No: 6754



Quote #: 2602591  
Date: 06/17/24  
Page: 1

**Ship To:** LYLES COLLEGE OF ENG.  
2320 EAST SAN RAMON AVE  
M/S EE94  
FRESNO, CA 93740  
559 278-4338

Date Quoted		Lead Time		Ship Via		Freight terms		Territory	
06/17/24				OUR TRUCK		PREPAID		216	
Salesperson				Quoted For			Tax	Terms	Whse
96 Al Aragon				Derick Gangbin			20	COD * COD *	20
Ln #	Pcs	Lbs	Part Number/Description					UM	Unit/Ext Price
1	4	226	2SQ61 2.000 SQ BAR 6061 T6511 144"					EA	183.4600 733.84
2	6	37	34R61 .750 ROD 6061 T6511 144"					EA	20.2800 121.68
3	2	8	12R61 .500 ROD 6061 T6511 144"					EA	9.7500 19.50
<p>DUE TO THE CURRENT VOLATILITY IN METAL COSTS, THIS QUOTE IS SUBJECT TO CHANGE AFTER 7 DAYS. A \$10 SURCHARGE APPLIES TO EACH PURCHASE ORDER</p>									
<p>***COD**COD**COD**COD**COD** CC NEEDED FOR CUT ORDS OVER 500 AND FULLS OVER 1000****</p>									<p>Subtotal: 875.02 Tax: 69.78 Freight: 0.00 Total: 944.80</p>
06/17/24 02:37PM									

## 2025.

To be considered for the \_\_\_\_\_ academic year, fee requests must be submitted to \_\_\_\_\_, Associate Dean by \_\_\_\_\_. Please submit original paper copies to the Dean's office.

- \_\_\_\_\_ with a copy to \_\_\_\_\_

Check one:      New fee: ☒      Change to existing fee: ☐      Withdraw Fee: ☐

New Fee:	Fall 2025	\$	\$40.00
	Effective Term		

<b>NURS</b>	<b>2024-202</b>	<b>215</b>
Subject Area	Catalog #	Course ID

List any additional course(s) to be charged: \_\_\_\_\_

1. Describe how the fee will be assessed—e.g. all students, students in a specific unit/program/major.
2. Provide a 5-year history of all fees assessed within the academic program/major of the proposed new or revised program/course fee. **If this is a new fee please provide a brief statement of course objectives.**
3. Specify how many students the proposed program/course fee will affect by student classification—i.e. undergraduate, graduate, or professional—and by student level—e.g. freshmen, juniors, etc.  
Please describe the direct benefit to students in terms of enhancing or enriching the student learning experience. Provide a budget that details the expected annual revenue from the fee and the expenses that the fee will cover. If this is a current fee, please include how the current revenue is being utilized.
4. If the fee is not approved what would be the expected impact on students, and what alternative means to the proposed fee have been explored for achieving the desired outcome.

Peoplesoft Chartfield Information: 101871 -Short term/ 46730 Nursing / 485

Unit Budget Analyst: Rebecca White Ext: 4428

Department: Nursing Telephone: 559-278-0132

Dept. Contact: Erica Hunter Email: ericah@mail.fresnostate.edu

Dept Chair signature: Rachael R. R. R. R.

Dean Signature: \_\_\_\_\_

AVP Accounting: Patricia Lopez

To be completed , if approved by Fee Committee:

Date of Committee action: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Justification for course fee for NURS 215

- 1. Describe how the fee will be assessed—e.g. all students, students in a specific unit/program/major.**

This fee will be assessed for all students registered in NURS 215 in the MSN-FNP program

- 2. Provide a 5-year history of all fees assessed within the academic program/major of the proposed new or revised program/course fee. If this is a new fee please provide a brief statement of course objectives.**

Course Fees within the School of Nursing have not been assessed in over 5 years, because we did not have a need to do so until now. Over the years we have routinely received Song-Brown grant funding to help offset the cost of our program for supplies used in our MSN Family Nurse Practitioner Program. However, due to California budget cuts monies from these grants has been significantly reduced.

This course gives student hands on experience using medical equipment to practice a physical assessment skills to enhance student learning outcomes for this course.

This course does not currently have fee associated with it. To help with cost of the medical equipment and supplies used for this course, a fee of \$40.00 per student is requested.

- 3. Specify how many students the proposed program/course fee will affect by student classification—i.e. undergraduate, graduate, or professional—and by student level—e.g. freshmen, juniors, etc. Please describe the direct benefit to students in terms of enhancing or enriching the student learning experience. Provide a budget that details the expected annual revenue from the fee and the expenses that the fee will cover. If this is a current fee, please include how the current revenue is being utilized.**

There is no current course fee attached to this course. If approved, the course fee will affect 20 graduate students enrolled in the NURS 215 course. The fee will be applied directly to the purchase of medical supplies used for hands on practice experience in this course. The Board of Registered in Nursing (BRN), legislation requires students have practice and a skills check prior to going out and performing assessments on real patients. The supplies used in this course included, but are not limited to:

Speculums – 100.00/18 ( 2 per student) need 3 boxes = \$300.00

HSC Procedure tray - \$425/10 ( 1= \$42.50 per student) need 2 boxes = \$850

Pap Kit – 30.00/25 (2 – 3 per student) need 2 boxes = \$ 60. 00

Total cost per course = \$ 1,210.00. (Course is taught one time per academic year)

Generated Revenue from Course Fee if Approve = \$800.00

The remaining \$410 needed would come from current grant funding

- 4. If the fee is not approved what would be the expected impact on students, and what alternative means to the proposed fee have been explored for achieving the desired outcome.**

Previously, the supplies were purchased with Song Brown Grant funding. This funding resource is now limited, so the School of Nursing will have to cover the cost, affecting the total operating budget.

## COURSE FEE REQUEST FORM | AY \_\_\_\_\_

This form is to be used to request new or change course fees.

To be considered for the \_\_\_\_\_ academic year, fee requests must be submitted to \_\_\_\_\_, Associate Dean by \_\_\_\_\_. Please submit original paper copies to the Dean's office.

In addition to the paper copy, please forward electronic copies to:

- \_\_\_\_\_ with a copy to \_\_\_\_\_
- **SUBJECT:** Proposed FALL \_\_\_\_\_ Course Fee

Check one:      New fee: ☐      Change to existing fee: ☒      Withdraw Fee: ☐

Current fee:      \$      \$40.00

New Fee:      Fall 2025      \$      \$100.00  
Effective Term

Subject – course number fee should be attached to:

-or-

Other method to charge—e.g. plan, program, student group:      Subject Area      Catalog #      Course ID  
MSN - FNP Stuentis Clinical Practicum

List any additional course(s) to be charged:      NURS 278, NURS 264, NURS 267

Please attach a brief impact statement addressing all of the following for the proposed new or revised fee:

1. Describe how the fee will be assessed—e.g. all students, students in a specific unit/program/major.
2. Provide a 5-year history of all fees assessed within the academic program/major of the proposed new or revised program/course fee. **If this is a new fee please provide a brief statement of course objectives.**
3. Specify how many students the proposed program/course fee will affect by student classification—i.e. undergraduate, graduate, or professional—and by student level—e.g. freshmen, juniors, etc.  
Please describe the direct benefit to students in terms of enhancing or enriching the student learning experience. Provide a budget that details the expected annual revenue from the fee and the expenses that the fee will cover. If this is a current fee, please include how the current revenue is being utilized.
4. If the fee is not approved what would be the expected impact on students, and what alternative means to the proposed fee have been explored for achieving the desired outcome.


**Attach additional documentation as needed.**

Peoplesoft Chartfield Information:      101871 Short Term/ 46730 Nursing /485

Unit Budget Analyst:      Rebecca White      Ext:      4428

Department:      Nursing      Telephone:      559-278-0132

Dept. Contact:      Erica Hunter      Email:      ericah@mail.fresnostate.ed

Dept Chair signature: 

Dean Signature: 

AVP Accounting: 

**For Fee Withdrawal Only Department Chair and Dean Signature Required**

To be completed , if approved by Fee Committee

Date of Committee action: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



Justification for increase in course fee for NURS 264, NURS 267, NURS 278.

- 1. Describe how the fee will be assessed—e.g. all students, students in a specific unit/program/major.**

This fee will be assessed for all students registered in MSN- Family Nurse Practitioner Program (FNP) Practicum Courses, NURS 264, NURS 267, NURS 278.

- 2. Provide a 5-year history of all fees assessed within the academic program/major of the proposed new or revised program/course fee. If this is a new fee please provide a brief statement of course objectives.**

Course Fees within the School of Nursing have not been assessed in over 5 years, because we did not have a need to do so until now. Over the years the FNP program has routinely received Song-Brown grant funding to help offset the cost of medical supplies used to teach vital skills needed to complete the FNP program. However, due to California budget cuts monies from these grants has been significantly reduced. These courses train the students on the use medical equipment and provide training with hands practice with medical interventions. This practice is required by the Board of Registered in Nursing and ensure students achieve the learning outcomes for these course. These courses currently have fee a \$40.00 per student associated with them. Due to the decreased amount of grant funding and the increased cost of the medical equipment and supplies used for these course a fee of \$100.00 per student is requested.

- 3. Specify how many students the proposed program/course fee will affect by student classification—i.e. undergraduate, graduate, or professional—and by student level—e.g. freshmen, juniors, etc. Please describe the direct benefit to students in terms of enhancing or enriching the student learning experience. Provide a budget that details the expected annual revenue from the fee and the expenses that the fee will cover. If this is a current fee, please include how the current revenue is being utilized.**

A course fee of \$40.00 is currently attached to this course. If the increase is approved, the course fee will affect 20 graduate students enrolled in each for these courses, NURS 264, NURS 267, and NURS 278. The fees will be applied directly to the purchase of medical supplies used for hands on clinical practice experiences required in these courses. The Board of Registered in Nursing (BRN), legislation requires students have practice and a skills check prior to going out and performing assessments on real patients. The supplies used in these courses include, but are not limited to:

Una Boot and Wound care supplies \$400.00

Incisions and drain kits \$150.00

Casting Supplies \$200.00

Suture Kits \$600.

Suture Material \$100.00

Wound Closure Stapel Kits \$400

Biopsy Simulation trainer 3,800 (\$190 per student)

Cryotherapy Wart Removal \$400

In grown Toe nail Simulator - \$200.00



Toenail Removal equipment \$20.00

Approximate total cost for supplies for these three courses = 6, 270.00

Current fees from these three courses generate 2,400.00.

If approved to increase course fees to \$100.00 for these three courses, total revenue will be 6,000.00.

**If the fee is not approved what would be the expected impact on students, and what alternative means to the proposed fee have been explored for achieving the desired outcome.**

Previously, the supplies were purchased with Song Brown Grant funding. This funding resource is now limited, so the School of Nursing will have to cover the cost, affecting the total operating budget.

## COURSE FEE REQUEST FORM | AY \_\_\_\_\_

This form is to be used to request new or change course fees.

To be considered for the \_\_\_\_\_ academic year, fee requests must be submitted to \_\_\_\_\_, Associate Dean by \_\_\_\_\_. Please submit original paper copies to the Dean's office.

In addition to the paper copy, please forward electronic copies to:

- \_\_\_\_\_ with a copy to \_\_\_\_\_
- **SUBJECT:** Proposed FALL \_\_\_\_\_ Course Fee

Check one:      New fee: ☐      Change to existing fee: ☒      Withdraw Fee: ☐

Current fee:      \$      30.00

New Fee:      Fall 2025      \$      50.00  
Effective Term

Subject – course number fee should be attached to:      EES      103F      022654  
Subject Area      Catalog #      Course ID

-or-

Other method to charge—e.g. plan, program, student group: \_\_\_\_\_

EES 30:concurrent enrollment, course fee \$10.

List any additional course(s) to be charged: \_\_\_\_\_

Please attach a brief impact statement addressing all of the following for the proposed new or revised fee:

1. Describe how the fee will be assessed—e.g. all students, students in a specific unit/program/major.
2. Provide a 5-year history of all fees assessed within the academic program/major of the proposed new or revised program/course fee. **If this is a new fee please provide a brief statement of course objectives.**
3. Specify how many students the proposed program/course fee will affect by student classification—i.e. undergraduate, graduate, or professional—and by student level—e.g. freshmen, juniors, etc.  
Please describe the direct benefit to students in terms of enhancing or enriching the student learning experience. Provide a budget that details the expected annual revenue from the fee and the expenses that the fee will cover. If this is a current fee, please include how the current revenue is being utilized.
4. If the fee is not approved what would be the expected impact on students, and what alternative means to the proposed fee have been explored for achieving the desired outcome.

**Attach additional documentation as needed.**

Peoplesoft Chartfield Information:      501907-46754-32243-24332

Unit Budget Analyst:      Nancy Gomez      Ext:      8-3936

Department:      EES      Telephone:      59.278.3086

Dept. Contact:      Mara Brady, Chair      Email:      mebrady@csufresno.edu

Dept Chair signature: 

Dean Signature: 

AVP Accounting: 

**For Fee Withdrawal Only Department Chair and Dean Signature Required**

To be completed, if approved by Fee Committee:

Date of Committee action: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## EES 103F Course Fee Change Request - Impact Statement

**1. Describe how the fee will be assessed—e.g. all students, students in a specific unit/program/major.**

This fee will be assessed to all students that enroll in EES103F - Field Geology. This course is required for geology majors and Natural Science-Earth Science option majors.

**2. Provide a 5-year history of all fees assessed within the academic program/major of the proposed new or revised program/course fee. If this is a new fee please provide a brief statement of course objectives.**

Below is a table that lists the total course fees collected across all EES courses over the last five years:

Year	\$ collected
2018-2019	\$ 18,152.11
2019-2020	\$ 18,662.41
2020-2021	\$ 5,228.50
2021-2022	\$ 3,630.00
2022-2023	\$ 12,706.22
2023-2024	\$ 16,255.00

Below is a table of all courses in EES that include a course fee:

Subject	Catalog #	Course ID	Course Description	Course Fee Component		Units	Effective Date
EES	1	001165	Nat Dis Earthres	10	LAB	1	Spring 2010
			Nat Dis Earthres -				
EES	1V	020905	Virtual Lab	10	LAB	1	Spring 2016
EES	2	018227	Historical Geol	10	LAB	1	Spring 2010
EES	3	001168	Geol Field Trip	100	SUP	1	Fall 2025
EES	4	0015725	Environment Sci	10	LAB	1	Spring 2010
EES	9	018041	Intro Earth Sci	10	LAB	1	Spring 2010
EES	12	001169	Mineralogy	35	LAB	1	Spring 2010

EES	30	004332	Intro Fld Mthds	10	LAB	2	Fall 2023
EES	50	018914	Nat Parks Sierra	25	LAB	1	Spring 2010
EES	100	001172	Analy Methods	10	LAB	1	Spring 2010
EES	101	001173	Ign Metam Petrol	35	LAB	1	Spring 2010
EES	102	003361	Sedimentology	35	LAB	1	Spring 2010
EES	102S	022652	Sedimentology	35	LAB	1	Fall 2023
EES	103F	022654	Field Geology	30	LAB	1	Fall 2023
EES	105	001175	Geomorphology	35	LAB	1	Spring 2010
EES	106	001176	Structural Geol	10	LAB	1	Fall 2023
EES	106F	022653	Struc Geo Fld Mthd	25	LAB	1	Fall 2023
EES	107	001177	Adv Fld Methods	35	LAB	3	Spring 2010
EES	108	018093	Soil & Water Sci	10	LAB	1	Spring 2010
EES	109	018094	Atmospheric Sci	10	LAB	1	Spring 2010
EES	110	001180	Invert Paleontol	10	LAB	1	Spring 2010
EES	114	007159	Engr Geology	35	LAB	1	Spring 2010
EES	117	001184	Hydrogeology	35	LAB	1	Spring 2010
EES	118	010411	Applied Geophys	35	LAB	1	Spring 2010
EES	122	001187	Stratigraphy	35	LAB	1	Spring 2010
EES	154	001192	Intro Earth Sci	10	LAB	1	Spring 2010
EES	155	012441	Disc Earth Sci	10	LAB	1	Spring 2010
EES	210	001200	Anl Flts+Erthqak	35	LAB	1	Spring 2010
EES	220	009361	Grndwater Hydrol	35	LAB	1	Spring 2010
EES	231	014049	Depositnl Systms	35	LAB	1	Spring 2010
EES	232	006991	Basin Analysis	35	SEM	3	Spring 2010
EES	271	001204	Volcanology	35	LAB	2	Spring 2010

**3.Specify how many students the proposed program/course fee will affect by student classification—i.e.undergraduate, graduate, or professional—and by student level—e.g. freshmen, juniors, etc. Please describe the direct benefit to students in terms of**

enhancing or enriching the student learning experience. Provide a budget that details the expected annual revenue from the fee and the expenses that the fee will cover. If this is a current fee, please include how the current revenue is being utilized.

We currently offer this course once per year in the spring, and the enrollment varies between 5-15 students. This course is required for geology majors and Natural Science-Earth Science option students, and is sometimes taken by other students from other majors (e.g. civil engineering). This course is designed to count toward the required number of upper division field units needed to qualify for the Professional Geology (PG) licensure in California. Five units are required, and geology majors meet that by taking EES103F (1 unit), EES106F (1 unit), and EES107 (3 units). We are submitting course fee changes for all three of these courses since they all include significant travel expenses for required course field trips. For this one unit course (EES103F), students spend approximately 45 hours doing field-based geology work. Therefore, this course needs to take place off campus and takes advantage of geological features around California to give students hands-on practical experiences.

Below is a breakdown of the course fees generated and expenses incurred for field trip travel for this course over the last 4 years. Note: in 2020, all travel was cancelled so we did not include that year. The expenses listed are a minimum because they do not always include camping expenses or other equipment/supplies that need to be purchased.

Based on the proposed increased fee, we expect to take in \$250-\$1500 annual (based on 5-15 student enrollment). Our expenses have exceeded that over the last four years. The main expense is related to vehicle travel. One vehicle can fit ~10 students + the faculty member. So the costs listed would still exceed the course fees generated if we had 10 students enrolled in the course each semester.

Note: that the vehicle costs listed below are what our department reimburses the College of Science and Mathematics and are based on the federal standard mileage rate (currently \$0.70/mile). Therefore, if students drove themselves on these trips in their personal vehicles, the cost of one College vehicle would be the cost for each student who uses their personal vehicle. We believe that a \$50 course fee is much less of a burden than requiring each student to find their own transportation for these trips, which would cost several hundred dollars.

[illegible]

We previously requested a course fee change for this course in 2023, when it was created as a standalone 1 unit course (it was previously combined with EES30). At that time, we increased the total course fees that students pay by \$5 (\$35 for EES30 to \$40 for EES30 + EES103F). After reviewing the course fee revenue versus the travel expenses for this course, we decided to increase the fee again to better reflect the significant travel expenses required for this field-based course.

**4.If the fee is not approved what would be the expected impact on students, and what alternative means to the proposed fee have been explored for achieving the desired outcome.**

If we are not able to raise the fee, then our department will have to contribute more from our operating fund, which may eventually turn into a deficit. That said, the department is still prepared to operate this course at a loss, if the new course fees are approved. We believe the benefit of the course in exposing students to important geologic features and processes, and meeting the required upper-division field units for the PG licensure is critical to student success. With an additional revenue from increased course fees, the department loss will be more manageable. Alternative options would be to request donor or other university support for these ongoing field trips that are required components of the course. If we cannot secure other funds, we may have to request that students transport themselves, which likely poses a significant financial and logistical burden for most students.

## COURSE FEE REQUEST FORM | AY \_\_\_\_\_

This form is to be used to request new or change course fees.

To be considered for the \_\_\_\_\_ academic year, fee requests must be submitted to \_\_\_\_\_, Associate Dean by \_\_\_\_\_. Please submit original paper copies to the Dean's office.

In addition to the paper copy, please forward electronic copies to:

- \_\_\_\_\_ with a copy to \_\_\_\_\_
- **SUBJECT:** Proposed FALL \_\_\_\_\_ Course Fee

Check one: New fee: ☐ Change to existing fee: ☒ Withdraw Fee: ☐

Current fee: \$ 25.00

New Fee: Fall 2025 \$ 50.00  
Effective Term

Subject – course number fee should be attached to: EES 106F 022653  
Subject Area Catalog # Course ID

-or-

Other method to charge—e.g. plan, program, student group: \_\_\_\_\_

List any additional course(s) to be charged: EES 106:concurrent enrollment, course fee \$10.

Please attach a brief impact statement addressing all of the following for the proposed new or revised fee:

1. Describe how the fee will be assessed—e.g. all students, students in a specific unit/program/major.
2. Provide a 5-year history of all fees assessed within the academic program/major of the proposed new or revised program/course fee. **If this is a new fee please provide a brief statement of course objectives.**
3. Specify how many students the proposed program/course fee will affect by student classification—i.e. undergraduate, graduate, or professional—and by student level—e.g. freshmen, juniors, etc.  
Please describe the direct benefit to students in terms of enhancing or enriching the student learning experience. Provide a budget that details the expected annual revenue from the fee and the expenses that the fee will cover. If this is a current fee, please include how the current revenue is being utilized.
4. If the fee is not approved what would be the expected impact on students, and what alternative means to the proposed fee have been explored for achieving the desired outcome.

**Attach additional documentation as needed.**

Peoplesoft Chartfield Information: 501907-46754-32243-24333

Unit Budget Analyst: Nancy Gomez Ext: 8-3936

Department: EES Telephone: 59.278.3086

Dept. Contact: Mara Brady, Chair Email: mebrady@csufresno.edu

Dept Chair signature: 

Dean Signature: 

AVP Accounting:

**For Fee Withdrawal Only Department Chair and Dean Signature Required**

To be completed, if approved by Fee Committee:

Date of Committee action: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## EES 106F Course Fee Change Request - Impact Statement

**1. Describe how the fee will be assessed—e.g. all students, students in a specific unit/program/major.**

This fee will be assessed to all students that enroll in EES106F - Structural Geology Field Methods. This course is required for geology majors

**2. Provide a 5-year history of all fees assessed within the academic program/major of the proposed new or revised program/course fee. If this is a new fee please provide a brief statement of course objectives.**

Below is a table that lists the total course fees collected across all EES courses over the last five years:

Year	\$ collected
2018-2019	\$ 18,152.11
2019-2020	\$ 18,662.41
2020-2021	\$ 5,228.50
2021-2022	\$ 3,630.00
2022-2023	\$ 12,706.22
2023-2024	\$ 16,255.00

Below is a table of all courses in EES that include a course fee:

Subject	Catalog #	Course ID	Course Description	Course Fee Component		Units	Effective Date
EES	1	001165	Nat Dis Earthres	10	LAB	1	Spring 2010
			Nat Dis Earthres -				
EES	1V	020905	Virtual Lab	10	LAB	1	Spring 2016
EES	2	018227	Historical Geol	10	LAB	1	Spring 2010
EES	3	001168	Geol Field Trip	100	SUP	1	Fall 2025
EES	4	0015725	Environment Sci	10	LAB	1	Spring 2010
EES	9	018041	Intro Earth Sci	10	LAB	1	Spring 2010
EES	12	001169	Mineralogy	35	LAB	1	Spring 2010



EES	30	004332	Intro Fld Mthds	10	LAB	2	Fall 2023
EES	50	018914	Nat Parks Sierra	25	LAB	1	Spring 2010
EES	100	001172	Analy Methods	10	LAB	1	Spring 2010
EES	101	001173	Ign Metam Petrol	35	LAB	1	Spring 2010
EES	102	003361	Sedimentology	35	LAB	1	Spring 2010
EES	102S	022652	Sedimentology	35	LAB	1	Fall 2023
EES	103F	022654	Field Geology	30	LAB	1	Fall 2023
EES	105	001175	Geomorphology	35	LAB	1	Spring 2010
EES	106	001176	Structural Geol	10	LAB	1	Fall 2023
EES	106F	022653	Struc Geo Fld Mthd	25	LAB	1	Fall 2023
EES	107	001177	Adv Fld Methods	35	LAB	3	Spring 2010
EES	108	018093	Soil & Water Sci	10	LAB	1	Spring 2010
EES	109	018094	Atmospheric Sci	10	LAB	1	Spring 2010
EES	110	001180	Invert Paleontol	10	LAB	1	Spring 2010
EES	114	007159	Engr Geology	35	LAB	1	Spring 2010
EES	117	001184	Hydrogeology	35	LAB	1	Spring 2010
EES	118	010411	Applied Geophys	35	LAB	1	Spring 2010
EES	122	001187	Stratigraphy	35	LAB	1	Spring 2010
EES	154	001192	Intro Earth Sci	10	LAB	1	Spring 2010
EES	155	012441	Disc Earth Sci	10	LAB	1	Spring 2010
EES	210	001200	Anl Flts+Erthqak	35	LAB	1	Spring 2010
EES	220	009361	Grndwater Hydrol	35	LAB	1	Spring 2010
EES	231	014049	Depositnl Systms	35	LAB	1	Spring 2010
EES	232	006991	Basin Analysis	35	SEM	3	Spring 2010
EES	271	001204	Volcanology	35	LAB	2	Spring 2010

**3.Specify how many students the proposed program/course fee will affect by student classification—i.e.undergraduate, graduate, or professional—and by student level—e.g. freshmen, juniors, etc. Please describe the direct benefit to students in terms of**



We previously requested a course fee be attached to this course in 2023, when it was created as a standalone 1 unit course (it was previously combined with EES106). At that time, when we split the course into two courses (EES106 and EES106F), we did not increase the total amount that students pay to meet this requirement (\$35 for one course was split into \$10 for EES106 and \$25 for EES106F). After reviewing the course fee revenue versus the travel expenses for this course, we decided to increase the fee for this course to better reflect the significant travel expenses required for this field-based course.

**4.If the fee is not approved what would be the expected impact on students, and what alternative means to the proposed fee have been explored for achieving the desired outcome.**

If we are not able to raise the fee, then our department will have to contribute more from our operating fund, which may eventually turn into a deficit. That said, the department is still prepared to operate this course at a loss, if the new course fees are approved. We believe the benefit of the course in exposing students to important geologic features and processes, and meeting the required upper-division field units for the PG licensure is critical to student success. With an additional revenue from increased course fees, the department loss will be more manageable. Alternative options would be to request donor or other university support for these ongoing field trips that are required components of the course. If we cannot secure other funds, we may have to request that students transport themselves, which likely poses a significant financial and logistical burden for most students.

## COURSE FEE REQUEST FORM | AY \_\_\_\_\_

This form is to be used to request new or change course fees.

To be considered for the \_\_\_\_\_ academic year, fee requests must be submitted to \_\_\_\_\_, Associate Dean by \_\_\_\_\_. Please submit original paper copies to the Dean's office.

In addition to the paper copy, please forward electronic copies to:

- \_\_\_\_\_ with a copy to \_\_\_\_\_
- **SUBJECT:** Proposed FALL \_\_\_\_\_ Course Fee

Check one:      New fee: ☐      Change to existing fee: ☒      Withdraw Fee: ☐

Current fee:      \$      35.00

New Fee:      Fall 2025      \$      50.00  
Effective Term

Subject – course number fee should be attached to:      EES      107      001177  
Subject Area      Catalog #      Course ID

-or-

Other method to charge—e.g. plan, program, student group: \_\_\_\_\_

List any additional course(s) to be charged:      n/a

Please attach a brief impact statement addressing all of the following for the proposed new or revised fee:

1. Describe how the fee will be assessed—e.g. all students, students in a specific unit/program/major.
2. Provide a 5-year history of all fees assessed within the academic program/major of the proposed new or revised program/course fee. **If this is a new fee please provide a brief statement of course objectives.**
3. Specify how many students the proposed program/course fee will affect by student classification—i.e. undergraduate, graduate, or professional—and by student level—e.g. freshmen, juniors, etc.  
Please describe the direct benefit to students in terms of enhancing or enriching the student learning experience. Provide a budget that details the expected annual revenue from the fee and the expenses that the fee will cover. If this is a current fee, please include how the current revenue is being utilized.
4. If the fee is not approved what would be the expected impact on students, and what alternative means to the proposed fee have been explored for achieving the desired outcome.

**Attach additional documentation as needed.**

Peoplesoft Chartfield Information:      501907-46754-32240-24314

Unit Budget Analyst:      Nancy Gomez      Ext:      8-3936

Department:      EES      Telephone:      59.278.3086

Dept. Contact:      Mara Brady, Chair      Email:      mebrady@csufresno.edu

Dept Chair signature: 

Dean Signature: 

AVP Accounting: 

**For Fee Withdrawal Only Department Chair and Dean Signature Required**

To be completed, if approved by Fee Committee:

Date of Committee action: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## EES 107 Course Fee Change Request - Impact Statement

**1. Describe how the fee will be assessed—e.g. all students, students in a specific unit/program/major.**

This fee will be assessed to all students that enroll in EES107 - Advanced Field Methods. This course is required for geology majors

**2. Provide a 5-year history of all fees assessed within the academic program/major of the proposed new or revised program/course fee. If this is a new fee please provide a brief statement of course objectives.**

Below is a table that lists the total course fees collected across all EES courses over the last five years:

Year	\$ collected
2018-2019	\$ 18,152.11
2019-2020	\$ 18,662.41
2020-2021	\$ 5,228.50
2021-2022	\$ 3,630.00
2022-2023	\$ 12,706.22
2023-2024	\$ 16,255.00

Below is a table of all courses in EES that include a course fee:

Subject	Catalog #	Course ID	Course Description	Course Fee	Component	Units	Effective Date
EES	1	001165	Nat Dis Earthres	10	LAB	1	Spring 2010
			Nat Dis Earthres -				
EES	1V	020905	Virtual Lab	10	LAB	1	Spring 2016
EES	2	018227	Historical Geol	10	LAB	1	Spring 2010
EES	3	001168	Geol Field Trip	100	SUP	1	Fall 2025
EES	4	0015725	Environment Sci	10	LAB	1	Spring 2010
EES	9	018041	Intro Earth Sci	10	LAB	1	Spring 2010
EES	12	001169	Mineralogy	35	LAB	1	Spring 2010

EES	30	004332	Intro Fld Mthds	10	LAB	2	Fall 2023
EES	50	018914	Nat Parks Sierra	25	LAB	1	Spring 2010
EES	100	001172	Analy Methods	10	LAB	1	Spring 2010
EES	101	001173	Ign Metam Petrol	35	LAB	1	Spring 2010
EES	102	003361	Sedimentology	35	LAB	1	Spring 2010
EES	102S	022652	Sedimentology	35	LAB	1	Fall 2023
EES	103F	022654	Field Geology	30	LAB	1	Fall 2023
EES	105	001175	Geomorphology	35	LAB	1	Spring 2010
EES	106	001176	Structural Geol	10	LAB	1	Fall 2023
EES	106F	022653	Struc Geo Fld Mthd	25	LAB	1	Fall 2023
EES	107	001177	Adv Fld Methods	35	LAB	3	Spring 2010
EES	108	018093	Soil & Water Sci	10	LAB	1	Spring 2010
EES	109	018094	Atmospheric Sci	10	LAB	1	Spring 2010
EES	110	001180	Invert Paleontol	10	LAB	1	Spring 2010
EES	114	007159	Engr Geology	35	LAB	1	Spring 2010
EES	117	001184	Hydrogeology	35	LAB	1	Spring 2010
EES	118	010411	Applied Geophys	35	LAB	1	Spring 2010
EES	122	001187	Stratigraphy	35	LAB	1	Spring 2010
EES	154	001192	Intro Earth Sci	10	LAB	1	Spring 2010
EES	155	012441	Disc Earth Sci	10	LAB	1	Spring 2010
EES	210	001200	Anl Flts+Erthqak	35	LAB	1	Spring 2010
EES	220	009361	Grndwater Hydrol	35	LAB	1	Spring 2010
EES	231	014049	Depositnl Systms	35	LAB	1	Spring 2010
EES	232	006991	Basin Analysis	35	SEM	3	Spring 2010
EES	271	001204	Volcanology	35	LAB	2	Spring 2010

**3.Specify how many students the proposed program/course fee will affect by student classification—i.e.undergraduate, graduate, or professional—and by student level—e.g. freshmen, juniors, etc. Please describe the direct benefit to students in terms of**

enhancing or enriching the student learning experience. Provide a budget that details the expected annual revenue from the fee and the expenses that the fee will cover. If this is a current fee, please include how the current revenue is being utilized.

We currently offer this course once per year in the spring, and the enrollment varies between 5-15 students. This course is required for geology majors, and is sometimes taken by other students from other majors (e.g. civil engineering). This course is designed to count toward the required number of upper division field units needed to qualify for the Professional Geology (PG) licensure in California. Five units are required, and geology majors meet that by taking EES103F (1 unit), EES106F (1 unit), and EES107 (3 units). We are submitting course fee changes for all three of these courses since they all include significant travel expenses for required course field trips. For this three unit course (EES107), students spend approximately 100 hours doing field-based geology work. Therefore, this course needs to take place off campus and takes advantage of geological features around California to give students hands-on practical experiences.

Below is a breakdown of the course fees generated and expenses incurred for field trip travel for this course over the last 4 years. Note: in 2020, all travel was cancelled so we did not include that year. The expenses listed are a minimum because they do not always include camping expenses or other equipment/supplies that need to be purchased. Based on the proposed increased fee, we expect to take in \$250-\$1500 annual (based on 5-15 student enrollment). Our expenses have exceeded that over the last three years. In Spring 2021, for the first half of the course (6 trips), students drove personal vehicles. The main expense is related to vehicle travel. One vehicle can fit ~10 students + the faculty member. Based on the last three years, the costs listed would still exceed the course fees generated if we had 10 students enrolled in the course each semester. The course fee for EES107 was **last changed in 2010**.

Note: that the vehicle costs listed below are what our department reimburses the College of Science and Mathematics and are based on the federal standard mileage rate (currently \$0.70/mile). Therefore, if students drove themselves on these trips in their personal vehicles, the cost of one College vehicle would be the cost for each student who uses their personal vehicle. We believe that a \$50 course fee is much less of a burden than requiring each student to find their own transportation for these trips, which would cost several hundred dollars.

EES 107 Semester	Current Course Fee	# of Students enrolled	Course Fee Collected	CSM Vehicle Expenses	Total Expenses	Cost per student	Cost / 10 students	Department Loss
Spring 2021*	\$35	11	\$385.00	\$261.00	\$261.00	\$23.73	\$26.10	\$124.00
Spring 2022		4	\$140.00	\$633.56	\$633.56	\$158.39	\$63.36	-\$493.56
Spring 2023		6	\$210.00	\$1,112.85	\$1,112.85	\$185.48	\$111.29	-\$902.85
Spring 2024		5	\$175.00	\$822.43	\$822.43	\$164.49	\$82.24	-\$647.43

\*in Spring 2021, due to COVID students drove themselves to the first 6 field trips so they department did not incur costs for those trips

**Proposed new course fee = \$50**

**4.If the fee is not approved what would be the expected impact on students, and what alternative means to the proposed fee have been explored for achieving the desired outcome.**

If we are not able to raise the fee, then our department will have to contribute more from our operating fund, which may eventually turn into a deficit. That said, the department is still prepared to operate this course at a loss, if the new course fees are approved. We believe the benefit of the course in exposing students to important geologic features and processes, and meeting the required upper-division field units for the PG licensure is critical to student success. With an additional revenue from increased course fees, the department loss will be more manageable. Alternative options would be to request donor or other university support for these ongoing field trips that are required components of the course. If we cannot secure other funds, we may have to request that students transport themselves, which likely poses a significant financial and logistical burden for most students.



## COURSE FEE REQUEST FORM | AY \_\_\_\_\_

This form is to be used to request new or change course fees.

To be considered for the \_\_\_\_\_ academic year, fee requests must be submitted to \_\_\_\_\_, Associate Dean by \_\_\_\_\_. Please submit original paper copies to the Dean's office.

In addition to the paper copy, please forward electronic copies to:

- \_\_\_\_\_ with a copy to \_\_\_\_\_
- **SUBJECT:** Proposed FALL \_\_\_\_\_ Course Fee

Check one:      New fee: ☒      Change to existing fee: ☐      Withdraw Fee: ☐

Current fee:      \$      0

New Fee:      Fall 2025      \$      30.00  
Effective Term

Subject – course number fee should be attached to:      Drama      34      72664  
Subject Area      Catalog #      Course ID

-or-

Other method to charge—e.g. plan, program, student group: \_\_\_\_\_

List any additional course(s) to be charged: \_\_\_\_\_

Please attach a brief impact statement addressing all of the following for the proposed new or revised fee:

1. Describe how the fee will be assessed—e.g. all students, students in a specific unit/program/major.
2. Provide a 5-year history of all fees assessed within the academic program/major of the proposed new or revised program/course fee. **If this is a new fee please provide a brief statement of course objectives.**
3. Specify how many students the proposed program/course fee will affect by student classification—i.e. undergraduate, graduate, or professional—and by student level—e.g. freshmen, juniors, etc.  
Please describe the direct benefit to students in terms of enhancing or enriching the student learning experience. Provide a budget that details the expected annual revenue from the fee and the expenses that the fee will cover. If this is a current fee, please include how the current revenue is being utilized.
4. If the fee is not approved what would be the expected impact on students, and what alternative means to the proposed fee have been explored for achieving the desired outcome.

**Attach additional documentation as needed.**

Peoplesoft Chartfield Information:

Pending

Unit Budget Analyst: Cathie Salanitro

Ext: \_\_\_\_\_

Department: Theatre and Dance

Telephone: 278-5107

Dept. Contact: Amie Douglass

Email: ouglass@mail.fresnostate.e

Dept Chair signature: Melissa Gibson  
Melissa Gibson (Mar 28, 2025 10:38 PDT)

Dean Signature: AC  
Honora Chapman (Mar 30, 2025 10:04 PDT)

AVP Accounting: John Fugatt  
John Fugatt (Mar 30, 2025 14:21 PDT)

**For Fee Withdrawal Only Department Chair and Dean Signature Required**

To be completed , if approved by Fee Committee:

Date of Committee action: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Proposed Course Fee Request AY 25-26**

**New Fee \$30.00**

**Drama 34, Theatre Crafts**

**Prof. Jeff Hunter**

**Student Impact Statement:**

The Theatre and Dance Department at Fresno State University has not assessed student fees for courses in the past and instead have invited students to purchase supplies on their own or use materials from the department. With inflation and the ever-rising price of goods, we feel it would be of service to the students to be assessed a course fee; the department can buy supplies in bulk to reduce student costs for the course.

1. Drama 34 is required for all Theatre and Dance majors and is an option for Animation majors. All students enrolled in the class will be assessed the fee for materials.

2. The course currently has no fees attached. Drama 34 aligns with SLO 3: Students will develop specialized skills in theatre and dance. Students in Drama 34 learn practical skills in set construction, painting, sewing, and safety. The Department provides the durable goods—equipment, such as table saws and sewing machines, etc., to build the projects.

3. One section of Drama 34 is taught every semester. Enrollment is 30 students, mostly freshmen, per section. Students learn skills that are necessary for jobs in the design/tech areas of the entertainment industry. The acting majors and animation majors who take the class, learn appreciation of the skills and artistry of the technical side of production. For many, it is their first time handling tools and building sets/costumes. It is not uncommon for students to change their emphases from Acting to Design/Tech once they are exposed to this new experience. Additionally, a number of Animation majors have declared minors in theatre because of their experience in 34.

Attached are materials and costs should the students purchase the supplies themselves, which would come to approximately \$130.

Materials have been historically mostly provided by the department culled from bulk orders placed for the theatre season—large orders of lumber, paint, fabric, thread, etc. Such orders are placed throughout the academic year to build sets and costumes for the season's productions. A percentage of the bulk order is culled for the Drama 34 class. Attached are examples of bulk purchases; several of each are done throughout the season. It is difficult to gauge an exact amount that is donated to the Drama 34 class because each play or dance concert requires unique amounts of materials and it changes every season. With the ever-rising

costs of materials, the department has struggled to continue to provide these materials for free to students. The \$30 will not cover the actual cost per student of the materials used, but it will help offset the costs the department is absorbing.

4. If the proposed fee is not approved, the department may not be able to continue to subsidize the costs of the class and students will be forced to buy materials individually.

Amazon.com: 1 in. x 3 in. x 8 ft. Furring Strip Board

1 in. x 3 in. x 8 ft. Furring Strip Board

★★★★★

Check the highest rated top reviews for this product to see how it performs in real life. Use the filters to narrow down the reviews to those that are most helpful to you. [View more details](#)

30 Pieces/Box

2019-01-01 to 2019-01-01

2019-01-01 to 2019-01-01

Pickup  
Today  
\$2.63

Delivery  
Today  
\$2.63

Get it as soon as today. Schedule your delivery in checkout.

Amazon.com: 48-Inch Unbleached Muslin Fabric By The Yard

48-Inch Unbleached Muslin Fabric By The Yard

★★★★★

Product details

Material: Cotton

Color: Natural

Fabric Type: Unbleached

Width: 48 inches

Brand: Amazon Basics

Quantity: 1

Get it as soon as today. Schedule your delivery in checkout.

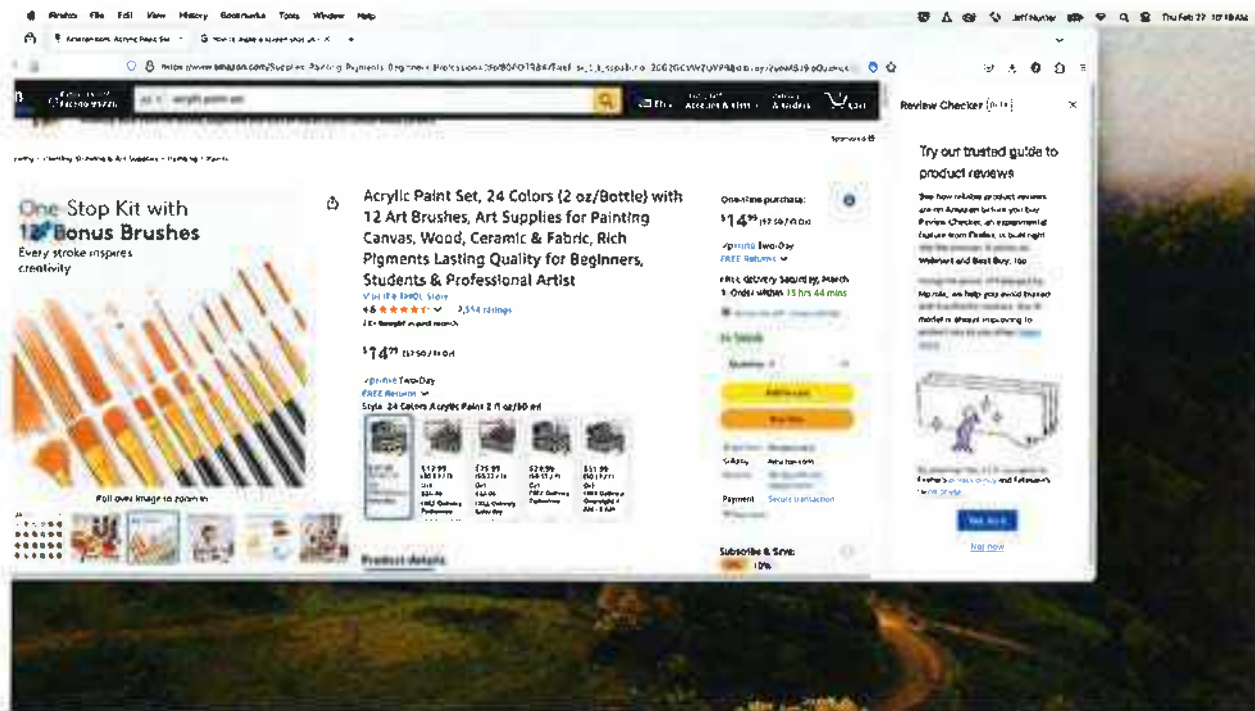
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The most trusted guide to product reviews









See how the product performs in real life. Use the filters to narrow down the reviews to those that are most helpful to you. [View more details](#)

Washers and Dryers

Get the power of a washer and dryer in one machine. The most trusted guide to product reviews. See how the product performs in real life. Use the filters to narrow down the reviews to those that are most helpful to you. [View more details](#)





	Cotton Volla White 101 / Yard 👉 15% QUANTITY DISCOUNT (-\$17.16)	\$24.84 \$63.80
	S&B Organza (64 inch)	\$148.94
	Unbleached Cotton Double (88 inch) Yard 👉 10% QUANTITY DISCOUNT (-\$40.00)	\$399.00 \$199.00
	Marisa 4 1/2 oz 100% Cotton Woven Linen White / Yard 👉 16% QUANTITY DISCOUNT (-\$15.75)	\$244.66 \$50.10
	Rayon Charmé Ivory / Yard 👉 10% QUANTITY DISCOUNT (-\$14.80)	\$80.88 \$66.08
	Polyester China Silk Lining (160 inch) White 👉 10% QUANTITY DISCOUNT (-\$5.00)	\$49.00 \$44.00
	Polyester China Silk Lining (160 inch) Black 👉 10% QUANTITY DISCOUNT (-\$5.00)	\$49.00 \$44.00
	Polyester China Silk Lining (60 inch) Sand 👉 10% QUANTITY DISCOUNT (-\$4.80)	\$24.90 \$22.40

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Go to my account page

Apply

Quantity: 101 items

Shipping

Total

USD \$885.99

Enter shipping address

TOTAL SAVINGS \$84.00



## COURSE FEE REQUEST FORM | AY \_\_\_\_\_

This form is to be used to request new or change course fees.

To be considered for the \_\_\_\_\_ academic year, fee requests must be submitted to \_\_\_\_\_, Associate Dean by \_\_\_\_\_. Please submit original paper copies to the Dean's office.

In addition to the paper copy, please forward electronic copies to:

- \_\_\_\_\_ with a copy to \_\_\_\_\_
- **SUBJECT:** Proposed FALL \_\_\_\_\_ Course Fee

Check one:      New fee: ☒      Change to existing fee: ☐      Withdraw Fee: ☐

Current fee:      \$      0

New Fee:      Fall 2025      \$      60.00  
Effective Term

Subject – course number fee should be attached to:      Drama      41      72665  
Subject Area      Catalog #      Course ID

-or-

Other method to charge—e.g. plan, program, student group: \_\_\_\_\_

List any additional course(s) to be charged: \_\_\_\_\_

Please attach a brief impact statement addressing all of the following for the proposed new or revised fee:

1. Describe how the fee will be assessed—e.g. all students, students in a specific unit/program/major.
2. Provide a 5-year history of all fees assessed within the academic program/major of the proposed new or revised program/course fee. **If this is a new fee please provide a brief statement of course objectives.**
3. Specify how many students the proposed program/course fee will affect by student classification—i.e. undergraduate, graduate, or professional—and by student level—e.g. freshmen, juniors, etc.  
Please describe the direct benefit to students in terms of enhancing or enriching the student learning experience. Provide a budget that details the expected annual revenue from the fee and the expenses that the fee will cover. If this is a current fee, please include how the current revenue is being utilized.
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**Attach additional documentation as needed.**

Peoplesoft Chartfield Information:

Pending

Unit Budget Analyst: Cathie Salanitro

Ext: \_\_\_\_\_

Department: Theatre and Dance

Telephone: 278-5107

Dept. Contact: Amie Douglass

Email: ouglass@mail.fresnostate.e

Dept Chair signature: Melissa Gibson  
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AVP Accounting: John Fugatt  
John Fugatt (Mar 30, 2025 14:21 PDT)

**For Fee Withdrawal Only Department Chair and Dean Signature Required**

To be completed , if approved by Fee Committee:

Date of Committee action: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



## **Proposed Course Fee Request AY 25-26**

### **Drama Makeup for Theatre Drama 41**

**New Fee \$60.00**

**Lydia Harmon, Costume Design Lecturer**

#### **Student Impact Statement:**

The Theatre and Dance Department at Fresno State University has not assessed student fees for courses in the past and instead have invited students to purchase supplies on their own. However, with inflation and the ever-rising price of goods, we feel it would be of service to the students to be assessed a course fee; the department can buy supplies in bulk to reduce student costs for the course. In some cases, the Department has provided materials from scrap when available.

1. Makeup for Theatre Drama 41 is a course required for theatre majors as well being offered as a elective for non-majors. It is also an option in the Animation major; students there find it aides in an animator's character development.
2. The course currently has no fees attached. Drama 34 aligns with SLO 3: Students will develop specialized skills in theatre and dance. Students learn makeup application, and basic special effects techniques for use in stage productions, makeup design, and portfolio development in a classroom setting.
3. Drama 41 is taught every fall semester with 20 lower-division undergraduate students. All students are required to purchase an extensive makeup kit as well as incidental items used for makeup application. Typically, they spend anywhere from \$160.00 to \$182.00 for this course.
4. This course currently has no fee attached to it. If the fee is not approved, the students will continue to pay the high cost of required supplies needed to be successful in this course. If a fee is assessed, then supplies could be purchased in bulk, saving our students money. An example of cost savings to students would be to purchase a recommended brand of makeup sponges that come in a package of 32 for \$2.63. Students only need 4 -5 sponges for the semester. If student fees are accessed, the department could purchase 4 packages, which would be enough for everyone in the class subsequently saving them money as their cost would only be 27 cents. Acting majors need to have a makeup kit as part of their professional work. Design/tech majors with a professional interest in hair and makeup design also need such a kit. However, there are different levels of kits at different price ranges; if the department could buy incidentals in bulk, students would have the option of buying the more limited, and cheaper, makeup kit.

Please view that table below showing the cost if students purchased all supplies.

Items	Price If individually purchased by students	Supplier	URL Link	Item	Original Price	Number of students x bulk purchase, and divided by student enrollment of 20
Ben Nye Theatrical Creme Makeup Kit	\$78	Stage Makeup Online	<a href="#">Ben Nye Theatrical Creme Makeup Kit</a>	Mini Ben Nye Theatrical Creme Makeup Kit	\$26	per student
Ben Nye Mojave Adjuster (color corrector)	\$9.50	stage Makeup Online	<a href="#">Ben Nye Mojave Adjuster (Corrector)</a>	Ben Nye Mojave Adjuster (color corrector)	\$9.50	20 x 4 jars = \$1.90 per student
Make Up Remover Wipes	\$4.24	amazon	<a href="#">Amazon Basics Fragrance Free Makeup Remover Wipes, 25 wipes</a>	Make Up Remover Wipes	\$4.24	20 x 4 packs = \$2.72 per student
Makeup Sponges	\$2.63	amazon	<a href="#">Amazon Basics Cosmetic Foam Wedges For Makeup, 32 Count</a>	Makeup Sponges	\$2.63	20 x 3 packs = \$0.20 per student (5 sponges each)
e.l.f. Lash It Loud Mascara	\$6	amazon	<a href="#">e.l.f. Lash It Loud Mascara, Volumizing &amp; Intensely Pigmented Formula For Fuller &amp; Bolder Lashes, Adds Dimension. Vegan &amp; Cruelty-Free, Black, 0.23 Oz</a>	e.l.f. Lash It Loud Mascara	\$6	\$6.00 per student
False eyelashes w/ glue	\$4.93	amazon	<a href="#">ARDELL Light As Air 523, plus a Bonus DUO Adhesive, 1g Clear</a>	False eyelashes w/ glue	\$4.93	per student
Spooly Brushes	\$3.99	amazon	<a href="#">GUMIKE 100 Pcs Disposable Eyelash Mascara Brushes for</a>	Spooly Brushes	\$3.99	20 x 1 pack = \$0.20 per student
Q Tips	\$2.88	amazon	<a href="#">amazon basics-Cotton swabs 500</a>	Q Tips	\$2.88	20 x 40 Q-tips = \$0.23 per student

			count	
Stage Makeup Online Double Ended Spatula	Stage Makeup Online Double Ended Spatula	\$6.95	Stage Makeup Online Double Ended Spatula	Stage Makeup Online Double Ended Spatula
Glue sticks for eyebrow blocking	Amazon Basics Purple Washable School Glue Sticks, Dries Clear, 0.24-oz Stick, 30-Pack	\$8.27	amazon	Glue sticks for eyebrow blocking
Ceramic tiles for mixing makeup	purchase in person	\$1.00	habitat for humanity	Ceramic tiles for mixing makeup
Eyeliners		\$5		Eyeliners
Contour Palette	Stage Makeup Online	\$9.00		Contour Palette
Character Shadow	Stage Makeup Online	\$8.00		Character Shadow
Abrasion wheel	Stage Makeup Online	\$15.30		Abrasion wheel
Crème white	Stage Makeup Online	\$8.00		Crème white
Crème black	Stage Makeup Online	\$8.00		Crème black
Cost per Student when purchased individually		\$182		Cost per Student when purchased by department
				\$57.61 W/O tax

## COURSE FEE REQUEST FORM | AY \_\_\_\_\_

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In addition to the paper copy, please forward electronic copies to:

- \_\_\_\_\_ with a copy to \_\_\_\_\_
- **SUBJECT:** Proposed FALL \_\_\_\_\_ Course Fee

Check one:      New fee: ☒      Change to existing fee: ☐      Withdraw Fee: ☐

Current fee:      \$      0

New Fee:      Fall 2025      \$      20.00  
Effective Term

Subject – course number fee should be attached to:      Drama      136S      73798  
Subject Area      Catalog #      Course ID

-or-

Other method to charge—e.g. plan, program, student group: \_\_\_\_\_

List any additional course(s) to be charged: \_\_\_\_\_

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2. Provide a 5-year history of all fees assessed within the academic program/major of the proposed new or revised program/course fee. **If this is a new fee please provide a brief statement of course objectives.**
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**Attach additional documentation as needed.**

Peoplesoft Chartfield Information:

Pending

Unit Budget Analyst: Cathie Salanitro

Ext: \_\_\_\_\_

Department: Theatre and DAnce

Telephone: 278-5107

Dept. Contact: Amie Douglass

Email: ouglass@mail.fresnostate.e

Dept Chair signature: Melissa Gibson  
Melissa Gibson (Mar 28, 2025 10:38 PDT)

Dean Signature: Heneka Chapman  
Heneka Chapman (Mar 28, 2025 10:04 PDT)

AVP Accounting: John Fugatt  
John Fugatt (Mar 28, 2025 14:21 PDT)

**For Fee Withdrawal Only Department Chair and Dean Signature Required**

To be completed , if approved by Fee Committee:

Date of Committee action: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Proposed Course Fee Request AY 25-26**

**New Fee**

**Drama 136(S) Puppetry**

**Dr. Nicola Olsen**

**Course Fee Proposed: \$20/student**

**Student Impact Statement:**

The Theatre and Dance Department at Fresno State University has not assessed student fees for courses in the past and instead have invited students to purchase supplies on their own. However, with inflation and the ever-rising price of goods, we feel it would be of service to the students to be assessed a course fee; the department can buy supplies in bulk to reduce student costs for the course. In some cases, the Department has provided materials from scrap when available.

1. Drama 136(s) is a course for liberal studies majors (Juniors and Seniors) to learn simple puppet techniques to use with K-12 students in classroom settings. During the semester, students build seven different styles of puppets: stick puppet, finger puppet, shadow puppet, paper bag puppet, sock puppet, Muppet style puppet, and a choice between a rod or string puppet. These puppets require construction paper, glue, scissors, glue gun, ruler, split pins, popsicle sticks, cardstock, cardboard, paper bags, yarn, googley eyes, pom poms, socks, felt, pipe cleaners, fishing line, dowls, and other miscellaneous supplies.

2. This course currently has no fee attached. Course objectives include:

- ❖ Differentiate between hand puppetry traditions in different cultures.
- ❖ Analyze and evaluate puppetry performances.
- ❖ Apply basic hand puppet construction techniques.
- ❖ Articulate and practice the key skills required when giving "life" to a puppet.
- ❖ Demonstrate various hand puppetry manipulation techniques.
- ❖ Create puppet-oriented lesson plans

3. Drama 136(S) is taught once every semester with 20 undergraduate junior and senior students each time. Liberal studies majors are required to take an arts integration class and Drama 136(S) is one option for them. It fills up quickly each semester. All students are assigned a workbox of items to individually purchase to build all the puppets. Typically, they spend anywhere from \$50-\$80 depending on what extras they buy to decorate puppets like buttons, beads, paint, cloth, and purchasing a corded or cordless glue gun is a big price difference. If a fee is assessed, then supplies could be purchased in bulk saving the students money. For example, currently students buy a package of 50-100 paper bags, when they only need 4-5 for the course work. And this goes for most of the supplies they use. If the department used student fees to buy one package of 100 paper bags that would

be enough for everyone in the class saving them money. See the table below outlining this cost difference. And the rational behind a \$20 fee.

4. If the \$20 fee is not approved, the students will continue to pay individually for the supplies they need to make the puppets. I have written a few small grants to keep some supplies on hand. Additionally, the remaining items would be provided by the department if scrap material is available. Professor donations are also sometimes used.

<b>Required Puppet Supplies</b>	<b>Bulk Cost</b>	<b>Individual Cost</b> (linked to items) When purchased individually students often have to buy more than they need.	<b>Bulk Total</b> (linked to items)
Construction Paper (30 sheets)	20 students = 600 sheets @ \$2.29 per student in bulk	96 sheets for \$3.99	600 sheets for \$45.98
Hot Glue Gun	\$2.14 per student bulk	One for \$8.99	24 for \$42.99
Glue sticks (5-6)	20 students = 100 sticks @ \$3.79 per student	One for \$2.27	30 for \$25.29 Would need 3 for a total of \$75.87
Scissors	\$1.16 per student	One for \$4.39	24 pack \$23.39
Googly Eyes (40)	20 students=800 eyes \$.40 per student	380 pieces for \$3.59	1520 pieces for \$10.99 About 1 penny per eye
Felt (20 sheets)	20 students = 400 sheets @ \$3.24 per student	28 12x8 pieces for \$14.88	460 for \$64.99
Split pins (20)	20 students = 400 pins @ \$.59 per student	100 pieces for \$4.99	500 pieces for \$11.99
Pipe cleaners (30)	20 students = 600 pipe cleaners @ \$.70 per student	100 pieces for \$4.99	600 for \$13.97
Card Stock (15 sheets)	20 students = 300 sheets @ \$1.39 per student	20 sheets for \$4.99	300 sheets for \$27.99
Pom poms (25)	\$.85 per student	One package for \$4.99	Variety pack \$16.99
Ruler	\$.45 per student	One for \$1.96	28 pack for \$8.99
Fishing line (10 yds)	20 students = 200 yds @ \$.69 per student	100 yd for \$6.87	100 yd for \$6.87 Would need 2 for a total of \$13.74
Dowel Rods (10)	20 students = 200 dowels @ \$1.00 per student	25 pieces for \$4.99	200 pieces for \$19.99
Yarn (10 yds of 3 different colors)	\$1.10 per student	1 color for \$4.87	26 colors for \$21.99
Paper Bags (10)	20 students =200 bags @ \$1.15	40 white paper bags for \$7.99	200 white paper bags for \$22.99
<b>TOTAL</b>	<b>\$20.94 per student</b>	<b>\$84.75 per student</b> Could be less if they already own scissors, ruler, glue gun, etc.	<b>Total \$434.97</b> Divided by 20 students = \$21.74 each

Students currently spend about \$60-90 getting supplies for their puppet workbox. If we could asses a \$20 fee for each student, we could get the same supplies for \$30 to \$50 dollars less.



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- **SUBJECT:** Proposed FALL \_\_\_\_\_ Course Fee

Check one:      New fee: ☒      Change to existing fee: ☐      Withdraw Fee: ☐

Current fee:      \$ \_\_\_\_\_

New Fee:      Fall 2025      \$      15.00  
Effective Term

Subject – course number fee should be attached to:      Drama      151      72864  
Subject Area      Catalog #      Course ID

-or-

Other method to charge—e.g. plan, program, student group: \_\_\_\_\_

List any additional course(s) to be charged: \_\_\_\_\_

Please attach a brief impact statement addressing all of the following for the proposed new or revised fee:

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**Attach additional documentation as needed.**

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Unit Budget Analyst: Cathie Salanitro

Ext: \_\_\_\_\_

Department: Theatre and Dance

Telephone: 278-5107

Dept. Contact: Amie Douglass

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AVP Accounting: \_\_\_\_\_

**For Fee Withdrawal Only Department Chair and Dean Signature Required**

To be completed , if approved by Fee Committee:

Date of Committee action: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Proposed Course Fee Request AY 25-26**

**New Fee \$15.00**

**Liz Crifasi**

**Drama 151 Stage Management**

**Student Impact Statement:**

The Theatre and Dance Department at Fresno State University has not assessed student fees for courses in the past and instead have invited students to purchase supplies on their own.

However, with inflation and the ever-rising price of goods, we feel it would be of service to the students to be assessed a course fee; the department can buy supplies in bulk to reduce student costs for the course. In some cases, the Department has provided materials from scrap when available.

1. Drama 151 is an option within the Theatre major. All students enrolled would be assessed a course fee.

2. Drama 151 currently has no course fee attached. 151 aligns with SLO 3: Students will develop specialized skills in theatre and dance. Students in Drama 151 learn the skills, techniques and professional protocols necessary to guide a large event such as a theatre- or dance production, industrial events, music venue events, etc.

3. 8-10 students enroll in this course regularly. It is an upper division undergraduate course. Throughout the course of the semester, students in the Stage and Production Management course must create a working script, including full pages of the text and ground plans printed on the back of each page. This script is used throughout the course. One activity requires them to note cues on the pages using post-it flags. If the copies were made through Kinkos and the flags purchased from officedepot.com, students would pay \$69.50. Purchasing the post-it flags in bulk and utilizing the department copy machine, students save significantly. (See cost breakdown below.)

4. If the proposed fee is not approved, the students will continue to pay the high cost of required supplies needed to be successful in this course. Professor donations are also sometimes used.

## DRAMA 151- Stage and Production Management

Proposed Course Fee: \$15


Items	Cost with taxes and shipping if purchased solo	Cost bundled per class
Copies of script	\$52 (100 pages at \$0.52/page at Kinkos)	\$9.90 (100 pages, front and back, at 0.0495/side charged to department for copies)
Post-it flags	\$17.20 (35 flags at Office Depot)	\$446.60 (2 packs of 320 flags)  \$3.72 per student
TOTALS (per student)	\$69.50	\$13.67 per student

### Justification:

Throughout the course of the semester, students in the Stage and Production Management course must create a working script, including full pages of the text and ground plans printed on the back of each page. This script is used throughout the course. One activity requires them to note cues on the pages using post-it flags. If the copies were made through Kinkos and the flags purchased from officedepot.com, students would pay \$69.50. Purchasing the post-it flags in bulk and utilizing the department copy machine, students save significantly.

Cost for copies at Kinkos





Post-it® Flags 47 1/2 x 1 7/8 in. 400-pack, 36 Flags/Sheet, Assorted Colors, Back to School Supplies for Students, Flags for Textbooks and Notebooks.

Delivery

2 Business Days Delivery (2 Business Days)

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\$6.99

\$6.99 pack

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Help us raise \$7 million for teachers and students in local public schools to get the classroom supplies they need. Online donations are powered by Round Up America®

\$1

\$5 \$10 \$20

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Subtotal (1 item): \$6.99

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Estimated Tax: \$0.56

Estimated Total: \$17.20

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1-Year Unlimited On-Demand Tech Support And Remote Print, Annual Payment

\$129.99 / each

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Post it flags (two packs of 320 each, 640 flags)



Post-it® Plan Multipack, 1/2" And 1", Assorted Colors, Pack Of 320

Delivery

2 Business Days Delivery (2 Business Days)

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2

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## COURSE FEE REQUEST FORM | AY \_\_\_\_\_

This form is to be used to request new or change course fees.

To be considered for the \_\_\_\_\_ academic year, fee requests must be submitted to \_\_\_\_\_, Associate Dean by \_\_\_\_\_. Please submit original paper copies to the Dean's office.

In addition to the paper copy, please forward electronic copies to:

- \_\_\_\_\_ with a copy to \_\_\_\_\_
- **SUBJECT:** Proposed FALL \_\_\_\_\_ Course Fee

Check one:      New fee: ☒      Change to existing fee: ☐      Withdraw Fee: ☐

Current fee:      \$      0

New Fee:      Fall 2025      \$      20.00  
Effective Term

Subject – course number fee should be attached to:      Drama      180A      73123  
Subject Area      Catalog #      Course ID

-or-

Other method to charge—e.g. plan, program, student group: \_\_\_\_\_

List any additional course(s) to be charged: \_\_\_\_\_

Please attach a brief impact statement addressing all of the following for the proposed new or revised fee:

1. Describe how the fee will be assessed—e.g. all students, students in a specific unit/program/major.
2. Provide a 5-year history of all fees assessed within the academic program/major of the proposed new or revised program/course fee. **If this is a new fee please provide a brief statement of course objectives.**
3. Specify how many students the proposed program/course fee will affect by student classification—i.e. undergraduate, graduate, or professional—and by student level—e.g. freshmen, juniors, etc.  
Please describe the direct benefit to students in terms of enhancing or enriching the student learning experience. Provide a budget that details the expected annual revenue from the fee and the expenses that the fee will cover. If this is a current fee, please include how the current revenue is being utilized.
4. If the fee is not approved what would be the expected impact on students, and what alternative means to the proposed fee have been explored for achieving the desired outcome.

**Attach additional documentation as needed.**

Peoplesoft Chartfield Information:		Pending
Unit Budget Analyst:	Cathie Salanitro	Ext: _____
Department:	Theatre and Dance	Telephone: _____
Dept. Contact:	Amie Douglass	Email: 278-5107
Dept Chair signature:	<u>Melissa Gibson</u> Melissa Gibson (Mar 28, 2025 10:38 PDT)	
Dean Signature:	<u>AC</u> Honora Chapman (Mar 30, 2025 10:04 PDT)	
AVP Accounting:	<u>John Fugatt</u> John Fugatt (Mar 30, 2025 14:21 PDT)	

**For Fee Withdrawal Only Department Chair and Dean Signature Required**

To be completed , if approved by Fee Committee:

Date of Committee action: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Proposed Course fee Request AY 25-26**

**New Fee for Drama 180A: Scene Design**

**Prof. Jeff Hunter**

**Proposed \$20.00 per student**

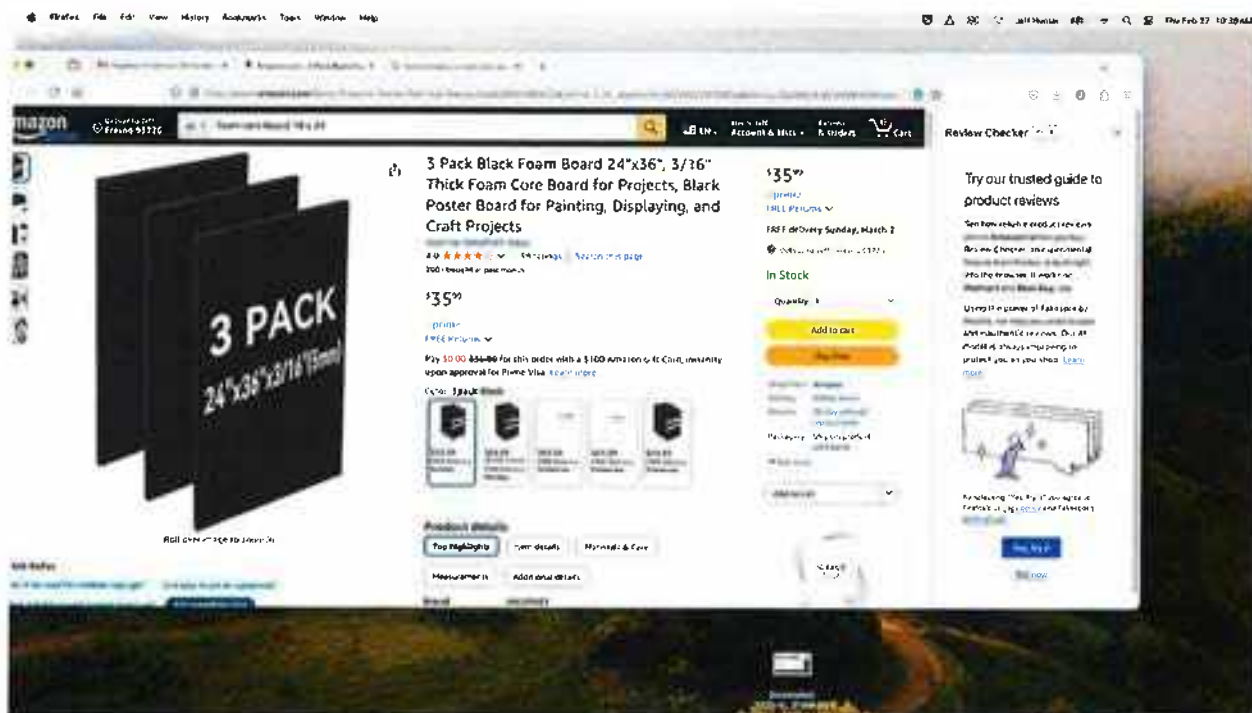
**Student Impact Statement:**

The Theatre and Dance Department at Fresno State University has not assessed student fees for courses in the past and instead have invited students to purchase supplies on their own. However, with inflation and the ever-rising price of goods, we feel it would be of service to the students to be assessed a course fee; the department can buy supplies in bulk to reduce student costs for the course. In some cases, the Department has provided materials from scrap when available, or from Professor donation.

1. Drama 180A Scene Design is a required course for Design/Tech majors. All students enrolled will be assessed course fees.
2. Drama 180A currently has no course fees attached. 180A aligns with SLO 3: Students will develop specialized skills in theatre and dance. Students in 180A learn techniques of drafting and building models of set designs, painting and sketching techniques, and preparing presentations.
3. 8-10 students enroll in this course, taught once a year. It is an upper division requirement for Design/Tech majors. This course is professional preparation for students entering graduate work in design, internships, or paid work in the entertainment industry, teaching the necessary skills for professional competence, as well as portfolio development. Budget information provided below. When students purchase the supplies on their own, the course costs come to over \$100. Art supplies have risen in price dramatically over the last five years. Purchasing materials for the course is much more economical if the supplies are bought in bulk. While the proposed fee does not cover the entirety of the costs, the department has determined that it can cover the difference by building a small inventory of materials.
4. If the proposed fee is not approved, the students will continue to pay the high cost of required supplies needed to be successful in this course. Professor donations, and, if available, scrap materials are also sometimes used.

## MATERIALS COMPARISON FOR DRAMA 180 A

			STUDENT COST		BULK COST	
1.	TRACING PAPER	10 @	.33 PER SHEET	3.30	.12 PER SHEET	1.20
2.	VELLUM	10@	2.10 PER SHEET	21.00	.90 PER SHEET	9.10
3.	FOAM CORE BOARD	3@	11.83 PER SHEET	35.49	2.48 PER SHEET.	10.16
4.	CRESCENT BOARD	6@	11.48 PER SHEET	34.44	3.90 PER SHEET.	23.40
5.	TACKY GLUE	8 OZ.	.48 PER OUNCE	3.84	.26 PER OUNCE	2.08
6.	BRISTOL BOARD	PAD OF 20	.71 PER SHEET	14.25.	.71 PER SHEET.	14.25
			<u>112.32</u>		<u>60.19</u>	







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Using the power of FakeSpot by Mozilla, we help you avoid biased and inauthentic reviews. Our AI model is always improving to protect you as you shop. [Learn more](#)

By selecting "Yes, try it," you agree to Firefox's privacy policy and FakeSpot's terms of use.

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**Color** White

**Material** Photo Mat Board

**Recommended Uses For Product** United States

**Mounting Type** Wall Mount

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Amazon.com: Strathmore 300 Series Bristol Paper Pad, Smooth, Tape Bound, 11x14 inches, 20 Sheets (100lb/270g) - Artist Paper for Adults and Students - Markers, Pen and Ink

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By selecting "Yes, try it," you agree to Firefox's privacy policy and FakeSpot's terms of use.

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**Strathmore 300 Series Bristol Paper Pad, Smooth, Tape Bound, 11x14 inches, 20 Sheets (100lb/270g) - Artist Paper for Adults and Students - Markers, Pen and Ink**

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Amazon.com: Aleene's All Purpose Tacky Glue, Clear (15599)

Search: Tacky glue

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Amazon.com: Acrylic Paint Set, 24 Colors (2 oz/Bottle) with 12 Art Brushes, Art Supplies for Painting Canvas, Wood, Ceramic & Fabric, Rich Pigments Lasting Quality for Beginners, Students & Professional Artist

Search: Acrylic Paint Set

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See how reliable product reviews are on Amazon before you buy. Review Checker, an experimental feature from Firefox, is built right into the browser. It works on Walmart and Best Buy, too.

Using the power of Fakespot by Mobia, we help you avoid biased and manipulative reviews. Our AI model is always improving to protect you as you shop. [Learn more](#)

**Acrylic Paint Set, 24 Colors (2 oz/Bottle) with 12 Art Brushes, Art Supplies for Painting Canvas, Wood, Ceramic & Fabric, Rich Pigments Lasting Quality for Beginners, Students & Professional Artist**

4.6 ★★★★★ 2,554 ratings

2K+ bought in past month

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One-time purchase: \$14.99 (\$0.62 / fl oz)

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FREE delivery Saturday, March 3. Order within 13 hrs 44 mins

Shorter shipping distance

Get it by Mar 3 Mar 3 \$14.99

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Quantity: 1

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In addition to the paper copy, please forward electronic copies to:

- \_\_\_\_\_ with a copy to \_\_\_\_\_
- **SUBJECT:** Proposed FALL \_\_\_\_\_ Course Fee

Check one:      New fee: ☒      Change to existing fee: ☐      Withdraw Fee: ☐

Current fee:      \$      0

New Fee:      Fall 2025      \$      35.00  
Effective Term

Subject – course number fee should be attached to:      Drama      182A      72672  
Subject Area      Catalog #      Course ID

-or-

Other method to charge—e.g. plan, program, student group: \_\_\_\_\_

List any additional course(s) to be charged: \_\_\_\_\_

Please attach a brief impact statement addressing all of the following for the proposed new or revised fee:

1. Describe how the fee will be assessed—e.g. all students, students in a specific unit/program/major.
2. Provide a 5-year history of all fees assessed within the academic program/major of the proposed new or revised program/course fee. **If this is a new fee please provide a brief statement of course objectives.**
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4. If the fee is not approved what would be the expected impact on students, and what alternative means to the proposed fee have been explored for achieving the desired outcome.

**Attach additional documentation as needed.**

Peoplesoft Chartfield Information:

Pending

Unit Budget Analyst: Cathie Salanitro

Ext: \_\_\_\_\_

Department: Theatre and Dance

Telephone: 278-5107

Dept. Contact: Amie Douglass

Email: ouglass@mail.fresnostate.e

Dept Chair signature: Melissa Gibson  
Melissa Gibson (Mar 28, 2025 10:38 PDT)

Dean Signature: AC  
Honora Chapman (Mar 30, 2025 10:04 PDT)

AVP Accounting: John Eugatt  
John Eugatt (Mar 31, 2025 14:21 PDT)

**For Fee Withdrawal Only Department Chair and Dean Signature Required**

To be completed , if approved by Fee Committee:

Date of Committee action: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



**Proposed Course Fee Request AY 25-26****New Fee \$35.00****Liz Crifasi****Drama 182A, Lighting Design****Student Impact Statement:**

The Theatre and Dance Department at Fresno State University has not assessed student fees for courses in the past and instead have invited students to purchase supplies on their own. However, with inflation and the ever-rising price of goods, we feel it would be of service to the students to be assessed a course fee; the department can buy supplies in bulk to reduce student costs for the course. In some cases, the Department has provided materials from scrap when available.

1. Drama 182A is required for all Theatre Design/Tech majors and also taken as an elective by interested students from a variety of majors. All students enrolled would be assessed the fee for materials.
2. The course currently has no fees attached. Drama 182 aligns with SLO 3: Students will develop specialized skills in theatre and dance. Students in the course learn techniques of digital designing and drafting for theatrical lighting, as well as hands-on projects creating actual lighting designs.
3. 8-10 students enroll in the course regularly. It is an upper division requirement for Design/Tech majors. This course is professional preparation for students entering graduate work in design, internships, or direct work in the entertainment industry, teaching the necessary skills for professional competence as well as portfolio development. Drama 182A is taught using a variety of hands-on activities with the departments theatrical lighting instruments. There are four activities which require students to choose colored gels and place them in the lights to create various scenes. They need a swatch book to choose the colors of gels and then use gel sheets of the chosen colors to place in the lighting instruments. Students also use patterns in the lights, created using gobos. If purchased individually, these supplies would cost over \$150. By purchasing these items in bulk and building a collected inventory of lighting gels and gobos, students have more options for their projects and can be relieved of the high cost of purchasing these items individually. See cost breakdown below.
4. If the proposed fee is not approved, the students will continue to pay the high cost of required supplies needed to be successful in this course. Additionally, the remaining items would be provided by the department if scrap material is available. Professor donations are also sometimes used.

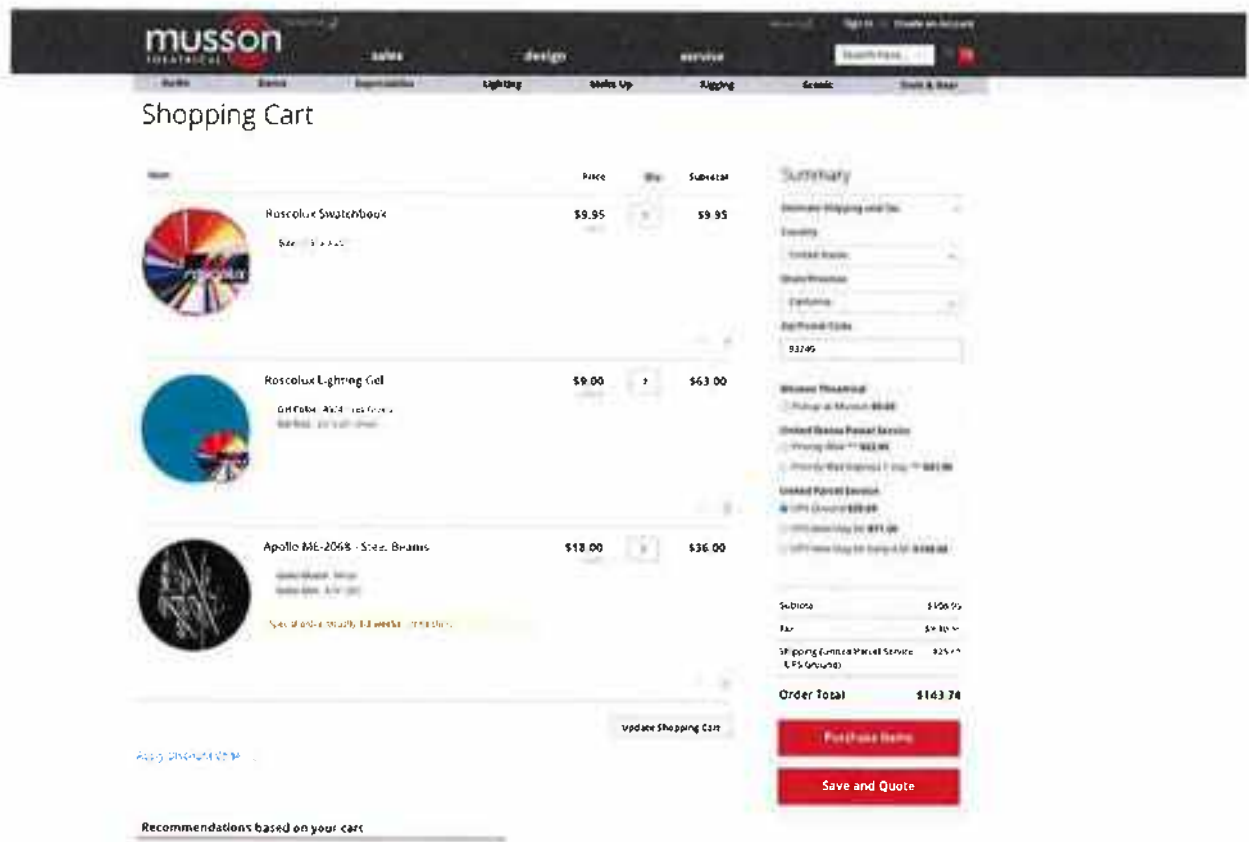
Items	Cost with taxes and shipping if purchased from Amazon & B&H solo	Cost with taxes and shipping if purchased from Musson or Home Depot solo	Cost bundled for 12 with taxes and shipping
Gel swatch books	\$43.00 (B&H)		
Gels for final and in-class exercises	\$166.85 (Amazon with Prime)		
Gobos for final and in-class exercises	Total: \$209.85	\$143.74 (Musson)	\$1402.25 for 12
			\$116.85 per student
TOTALS (per student)	\$209.85	\$143.74	\$116.85

The class collectively uses approximately 84 sheets of gels and 24 gobos throughout the semester (averaging to 7 gels per student and 2 gobos per student). Each student uses one swatch book. If purchased individually per student, it would come to \$143/student. If bundled with department purchase, this would cost out to approximately \$116/student. Students would keep the swatch books. The sheets of gel can be reused; they last about 3 semesters. Gobos can also be reused for several years but there will always be need for new ones as the design needs change depending on the project. Dividing the cost per student by 3, the estimated life of the purchased gels, and allowing for the irregular demand for news gobos, the department estimates that \$35 per student will adequately cover the costs of renewing the materials used for the course while saving individual students money.

Combined gels and gobos for class of 12



Per student at Musson



Per student Amazon & B&H

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Est. Tax: **\$1.01**

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**Item Total: \$36.00**

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## COURSE FEE REQUEST FORM | AY \_\_\_\_\_

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- **SUBJECT:** Proposed FALL \_\_\_\_\_ Course Fee

Check one:      New fee: ☐      Change to existing fee: ☒      Withdraw Fee: ☐

Current fee:      \$ \$20.00

New Fee:      Fall 2025      \$ \$75.00  
Effective Term

Subject – course number fee should be attached to:      NURS      2024-202      121L  
Subject Area      Catalog #      Course ID

-or-

Other method to charge—e.g. plan, program, student group: \_\_\_\_\_

List any additional course(s) to be charged: \_\_\_\_\_

Please attach a brief impact statement addressing all of the following for the proposed new or revised fee:

1. Describe how the fee will be assessed—e.g. all students, students in a specific unit/program/major.
2. Provide a 5-year history of all fees assessed within the academic program/major of the proposed new or revised program/course fee. **If this is a new fee please provide a brief statement of course objectives.**
3. Specify how many students the proposed program/course fee will affect by student classification—i.e. undergraduate, graduate, or professional—and by student level—e.g. freshmen, juniors, etc.  
Please describe the direct benefit to students in terms of enhancing or enriching the student learning experience. Provide a budget that details the expected annual revenue from the fee and the expenses that the fee will cover. If this is a current fee, please include how the current revenue is being utilized.
4. If the fee is not approved what would be the expected impact on students, and what alternative means to the proposed fee have been explored for achieving the desired outcome.

**Attach additional documentation as needed.**

Peoplesoft Chartfield Information:      101871 Short Term/46730 Nursing/485

Unit Budget Analyst:      Rebecca White      Ext:      4428

Department:      Nursing      Telephone:      559-278

Dept. Contact:      Erica Hunter      Email:      ericah@mail.fresnostate.edu

Dept Chair signature: 

Dean Signature: 

AVP Accounting: 

**For Fee Withdrawal Only Department Chair and Dean Signature Required**

To be completed, if approved by Fee Committee:

Date of Committee action: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Justification for course fee for NURS 121L.

**Nursing**

**NURS 121L - Practicum: Psychosocial Nursing**

**NURS 121L - Practicum: Psychosocial Nursing**



Prerequisite: [NURS 131](#), [NURS 131L](#), [NURS 132](#), and [NURS 132L](#)

Corequisite: [NURS 140A](#), [NURS 140AL](#), and [NURS 142](#)

Application of the nursing process to clients with psychosocial disorders. 90 clinical hours will be completed in the semester on a predetermined schedule.

Course Fee: \$20 and CSU liability insurance fee, \$8

Units: 2

Course Typically Offered: Fall, Spring

1. **Describe how the fee will be assessed—e.g. all students, students in a specific unit/program/major.**

This fee will be assessed for all students registered in NURS 121L.

2. **Provide a 5-year history of all fees assessed within the academic program/major of the proposed new or revised program/course fee. If this is a new fee please provide a brief statement of course objectives.**

Course Fees within the School of Nursing have not been assessed in over 5 years, because we did not have a need to do so until now. Over the years we have routinely received Song-Brown grant funding to help offset the cost of our BSN program. However, due to California budget cuts, we will only receive 75,000, for the next two year, as opposed to the 900,000 the School of Nursing is typically are awarded. Some of this funding went directly for additional background check for some of the facilities where they complete clinical for this course. This background check is \$175 dollars per student enrolled this course. The current course fee is applied to this course is \$20.00. We are requesting to increase the fee for this course to \$75.00 to help cover the cost of the additional background check, due to the decreases amount of grant funding that was awarded.

3. **Specify how many students the proposed program/course fee will affect by student classification—i.e. undergraduate, graduate, or professional—and by student level—e.g. freshmen, juniors, etc. Please describe the direct benefit to students in terms of enhancing or enriching the student learning experience. Provide a budget that details the expected annual revenue from the fee and the expenses that the fee will cover. If this is a current fee, please include how the current revenue is being utilized.**

This course fee will affect 70 second semester nursing students registered in NURS 121L. The Background check is required by the facilities, students must be cleared by the facility in order for them to get their clinical experience for this course.

The budget for the course fees for this course is as follows

a. Increase current course fee from \$20.00 to \$75.00

b. Increase cost to students =  $75 - 20 = 55.00$  dollars.

4. If the fee is not approved what would be the expected impact on students, and what alternative means to the proposed fee have been explored for achieving the desired outcome.

If this fee is not approved, nursing students may end up paying out of pocket the remaining amount not covered by grant funding for the background check required for this course.

121 L

Number of Students

60

60 Students

Description	Price	Price Per Student	Notes
Student Reimbursement - Background Check	\$ 10,500.00	\$ 175.00	Only 3 submitted for reimbursement so far.
LiveScan Fingerprinting	\$ 3,960.00	\$ 66.00	
	\$ 14,460.00	\$ 241.00	

## COURSE FEE REQUEST FORM | AY 2025

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In addition to the paper copy, please forward electronic copies to:

- \_\_\_\_\_ with a copy to \_\_\_\_\_
- **SUBJECT:** Proposed FALL \_\_\_\_\_ Course Fee

Check one:      New fee: ☒      Change to existing fee: ☒      Withdraw Fee: ☐

Current fee:      \$ \$20.00 NURS 131L

New Fee:      Fall 2025      \$ \$70.00  
Effective Term

Subject – course number fee should be attached to:

-or-

Other method to charge—e.g. plan, program, student group: Nursing students registered in specific 1, 2,

NURS 10AL, NURS 110AL, NURS 131L, NURS 140L

List any additional course(s) to be charged: \_\_\_\_\_

Please attach a brief impact statement addressing all of the following for the proposed new or revised fee:

1. Describe how the fee will be assessed—e.g. all students, students in a specific unit/program/major.
2. Provide a 5-year history of all fees assessed within the academic program/major of the proposed new or revised program/course fee. **If this is a new fee please provide a brief statement of course objectives.**
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**Attach additional documentation as needed.**

Peoplesoft Chartfield Information: 101871 Short Term/ 46730 Nursing / 485

Unit Budget Analyst: Rebecca White      Ext: 4428

Department: Nursing      Telephone: 559-278-0132

Dept. Contact: Erica Hunter      Email: ericah@mail.fresnostate.edu

Dept Chair signature: 

Dean Signature: 

AVP Accounting: 

**For Fee Withdrawal Only Department Chair and Dean Signature Required**

To be completed, if approved by Fee Committee:

Date of Committee action: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Justification for course fees for NURS 10AL, NURS 110AL, NURS 131L, NURS 140AL

- 1. Describe how the fee will be assessed—e.g. all students, students in a specific unit/program/major.**

This fee will be assessed for all undergraduate students in the BSN nursing program registered in NURS 10AL, NURS 110AL, NURS 131L, NURS 140AL.

- 2. Provide a 5-year history of all fees assessed within the academic program/major of the proposed new or revised program/course fee. If this is a new fee please provide a brief statement of course objectives.**

Course Fees within the School of Nursing have not been assessed in over 5 years, because we did not have a need to do so until now. Over the years we have routinely received Song-Brown grant funding to help offset the cost of our program for supplies used in our Nursing Resource Center (NRC) and our Simulation Laboratory (SIM LAB). However, due to California budget cuts, the BSN program was only awarded 75,000, for the next two years, as opposed to the 900,000 the BSN program has received in the past.

The mentioned courses require students to use medical equipment in the NRC and Sim Lab to create simulated patient experiences to enhance student learning outcomes for this course. In addition, students receive a "Skills Bag" that has medical supplies they will need to use during NURS 10AL in first semester, NURS 110AL in second semester, NURS 131L in third semester, and NURS 140L in fourth semester. The current cost of the Skills Bag is \$208, which has gone up significantly over the last couple of years.

NURS 10AL, NURS 11AL and NURS 140AL previously had a lab fee of \$40.00, which was erroneously left off when the curriculum went through for revisions in 2019, so currently there is not lab fee attached to these courses. NURS 131L currently has course fee of \$20.00. Due to the increase costs of the medical equipment students use to practice skills in these courses, a course fee of \$70.00 per student is requested in addition to the \$8.00 liability insurance fee currently listed.

- 3. Specify how many students the proposed program/course fee will affect by student classification—i.e. undergraduate, graduate, or professional—and by student level—e.g. freshmen, juniors, etc. Please describe the direct benefit to students in terms of enhancing or enriching the student learning experience. Provide a budget that details the expected annual revenue from the fee and the expenses that the fee will cover. If this is a current fee, please include how the current revenue is being utilized.**

This course fee will affect 70 first semester nursing students in NURS 10AL, 70 students in their second semester NURS 110AL, 70 students in their third semester NURS 131L, and 70 students in their fourth semester NURS 140L courses.

The fees will be applied directly to medical supplies used in the NRC, SIM Lab and towards the Skills Bag while in the NURS 10AL course. This will give students the opportunity to practice, prior to going their hospital clinical sites.

Goals and Activities for NURS 10AL include:

NRC Skills Lab /Scenarios -Medication Administration, Venipuncture, Folley Cath Adm

NG Tube insertion, Chest tube application, Trach care, Finger Stick, Glucose Check IM, and Sub-Q injections.

ATI skills videos with returned demonstration of Skill.

Simulation bedside scenarios.

Clinical days: Direct-care experiences with Instructor or guidance of the clinical preceptor.

If approved, total revenue generated from all four courses:

$\$70 \times 70 = 4,900$  per student  $\times 4$  (courses) = 19,600

One time cost of Skills Bag in first semester = 14,560

5,040 remaining for all four courses for medical supplies for 280 students.

The budget for the individual course is as follows:

\$10.00 per student for the cost of Medical supplies for Simulation Lab

\$10.00 per student for the cost of Medical Supplies for medical items use in the NRC.

\$50.00 for  $\frac{1}{4}$  of the cost of the Skills bag and contents which is used throughout 4 semesters.

Please see attached break down of cost for the medical equipment utilized for this courses. Items are needed to be used more than once throughout all four semesters.

**4. If the fee is not approved what would be the expected impact on students, and what alternative means to the proposed fee have been explored for achieving the desired outcome.**

If these course fees are not approved, nursing students will have to pay out of pocket the \$208 dollars on their first day of nursing school for the cost of the skills bag. In addition, without the Song-Brown Grant funding, money to support these supplies for the course will have to come from the School of Nursing operating budget. Due to the current budget cuts, this may end up limiting students access to supplies, and which will limit students opportunity to practice skills, prior to going their hospital clinical sites.

[NURS 10AL - Practicum: Fundamental Concepts of Clinical Nursing](#)

## **NURS 10AL - Practicum: Fundamental Concepts of Clinical Nursing**



Prerequisite: Admission to the Nursing major.

Corequisite: [NURS 10](#), [NURS 112](#), and [NURS 114](#)

Clinical application of fundamental concepts and nursing process in care of clients. 135 clinical hours will be completed in the semester on a predetermined schedule.

Course Fee: CSU liability insurance fee, \$8

Units: 2-3

Course Typically Offered: Fall, Spring

### **Nursing**

[NURS 110AL - Practicum: Medical-Surgical Nursing](#)

## **NURS 110AL - Practicum: Medical-Surgical Nursing**



Prerequisite: [NURS 10](#), [NURS 10AL](#), [NURS 112](#), and [NURS 114](#)

Corequisite: [NURS 110](#), [NURS 121](#), [NURS 121L](#), and [NURS 124](#)

Application of nursing process to clients with common health deviations. Identification of risk factors associated with stressors and provision of nursing care directed toward primary and secondary interventions. 135 clinical hours will be completed in the semester on a predetermined schedule.

Course Fee: CSU liability insurance fee, \$8

Units: 2-3



10A1/110A1/131/1401

Number of Students
280

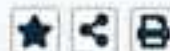
Course = 280 students

Description	Price	Price per Student
Ostomy Care Training Model	\$ 173.43	\$ 0.62
Ausculation Practice Board	\$ 1,249.64	\$ 4.46
Otto Ostomy Model	\$ 2,459.00	\$ 8.78
Vinnie Venous Pressure Injury Leg Model	\$ 1,399.00	\$ 5.00
Mediskin Male Urinary Catheterization	\$ 295.86	\$ 1.06
Utility Cart	\$ 268.62	\$ 0.96
Nursing Anne Simulator - Wound Feet Set	\$ 1,112.71	\$ 3.97
Skills Bag with Equipment	17,500	\$ 62.50
Total supply Cost	\$ 24,458.26	\$ 87.35
		Total Cost per student

## Nursing

### [NURS 131L - Practicum: Pediatric Nursing](#)

## **NURS 131L - Practicum: Pediatric Nursing**



Prerequisite: [NURS 110](#), [NURS 110AL](#), [NURS 121](#), [NURS 121L](#), and [NURS 124](#)

Corequisite: [NURS 131](#), [NURS 132](#), [NURS 132L](#), and [NURS 145](#)

Application of specific skills, theories, and concepts in the care of the pediatric client/family with emphasis on wellness and illness. 90 clinical hours will be completed in the semester on a predetermined schedule.

Course Fee: \$20 and CSU liability insurance fee, \$8

Units: 2

Course Typically Offered: Fall, Spring

## Nursing

### [NURS 140AL - Practicum: Advanced Medical-Surgical Nursing](#)

## **NURS 140AL - Practicum: Advanced Medical-Surgical Nursing**



Prerequisite: [NURS 131](#), [NURS 131L](#), [NURS 132](#), [NURS 132L](#), and [NURS 145](#)

Prerequisite or Corequisite: [NURS 140A](#), [NURS 141](#), [NURS 141LS](#), and [NURS 142](#)

Clinical application of concepts and nursing process in care of clients of all ages with complex health problems. 90 clinical hours will be completed in the semester on a predetermined schedule.

Units: 2-3

Course Typically Offered: Fall, Spring

# COURSE FEE REQUEST FORM | AY \_\_\_\_\_

This form is to be used to request new or change course fees.

To be considered for the \_\_\_\_\_ academic year, fee requests must be submitted to \_\_\_\_\_, Associate Dean by \_\_\_\_\_. Please submit original paper copies to the Dean's office.

In addition to the paper copy, please forward electronic copies to:

- \_\_\_\_\_ with a copy to \_\_\_\_\_
- **SUBJECT:** Proposed FALL \_\_\_\_\_ Course Fee

Check one:      New fee: ☒      Change to existing fee: ☐      Withdraw Fee: ☐

Current fee:      \$      0

New Fee:      Fall 2025      \$      \$20.00  
Effective Term

Subject – course number fee should be attached to:

NURS      2024-202      136  
Subject Area      Catalog #      Course ID

-or-

Other method to charge—e.g. plan, program, student group: \_\_\_\_\_

List any additional course(s) to be charged: \_\_\_\_\_

Please attach a brief impact statement addressing all of the following for the proposed new or revised fee:

1. Describe how the fee will be assessed—e.g. all students, students in a specific unit/program/major.
2. Provide a 5-year history of all fees assessed within the academic program/major of the proposed new or revised program/course fee. **If this is a new fee please provide a brief statement of course objectives.**
3. Specify how many students the proposed program/course fee will affect by student classification—i.e. undergraduate, graduate, or professional—and by student level—e.g. freshmen, juniors, etc.  
Please describe the direct benefit to students in terms of enhancing or enriching the student learning experience. Provide a budget that details the expected annual revenue from the fee and the expenses that the fee will cover. If this is a current fee, please include how the current revenue is being utilized.
4. If the fee is not approved what would be the expected impact on students, and what alternative means to the proposed fee have been explored for achieving the desired outcome.

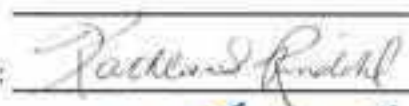
**Attach additional documentation as needed.**

Peoplesoft Chartfield Information:      101871 Short Term/46730 Nursing /485

Unit Budget Analyst:      Rebecca White      Ext:      4428

Department:      Nursing      Telephone:      559-278-0132

Dept. Contact:      Erica Hunter      Email:      ericah@mail.fresnostate.edu

Dept Chair signature: 

Dean Signature: 

AVP Accounting: 

**For Fee Withdrawal Only Department Chair and Dean Signature Required**

To be completed , if approved by Fee Committee:

Date of Committee action: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

NURS 136 - Health Appraisal

## NURS 136 - Health Appraisal



Prerequisite: admission to the Nursing major or RN license

Health appraisal integrates psychosocial and pathophysiological processes including techniques of history taking and health assessment in nursing practice and knowledge of normal findings as well as common deviations.

Weekly Lecture Hours: 2

Weekly Lab/Activity Hours: 2

Units: 3

Course Typically Offered: Fall, Spring

1. **Describe how the fee will be assessed—e.g. all students, students in a specific unit/program/major.**  
This fee will be assessed for all RN-BSN nursing students registered in NURS 136.
2. **Provide a 5-year history of all fees assessed within the academic program/major of the proposed new or revised program/course fee. If this is a new fee please provide a brief statement of course objectives.**  
Course Fees within the School of Nursing have not been assessed in over 5 years, because we did not have a need to do so until now. Over the years we have we have routinely received Song-Brown grant funding to help offset the cost of our nursing programs. However, due to California budget cuts, we will only receive 75,000, for the next two year, as opposed to the 900,000 the School of Nursing is typically are awarded. Currently there is no fee is applied to this course. We are requesting a new fee of \$20.00 for this course to help cover the cost of the medical supplies used by students in this course.
3. **Specify how many students the proposed program/course fee will affect by student classification—i.e. undergraduate, graduate, or professional—and by student level—e.g. freshmen, juniors, etc. Please describe the direct benefit to students in terms of enhancing or enriching the student learning experience. Provide a budget that details the expected annual revenue from the fee and the expenses that the fee will cover. If this is a current fee, please include how the current revenue is being utilized.**  
This course fee will affect 20 RN-BSN nursing students registered in NURS 136.  
This course is taught twice in an academic year. Revue generated per academic year for 40 students (20 each semester) = \$800 00. This fee would go directly to cover the cost of the medical supplies used in this course.  
Tongue depressors \$37.00 per box 2 boxes per semester = \$74.00

Cotton tip applicators, 16.00 per box one box per semester 16.00

Gauze \$8.00 per box need three boxes per semester = \$24.00

Alcohol wipes = \$10.00 per box, need 2 boxes per semester = \$20.00

the rechargeable batteries for the Otoscopes must be replaced, due to the high volume of usage. Each year the cost for the specialized battery is battery is \$30.00. To replace 20 otoscopes batteries costs \$600.00 per year.

**If the fee is not approved what would be the expected impact on students, and what alternative means to the proposed fee have been explored for achieving the desired outcome.**

If this fee is not approved, nursing students may end up paying out of pocket the remaining amount not covered by grant funding for the supplies required for this course.

Number of Students

20

Description	Price	Price per Student
Tongue depressors	\$ 74.00	3.7
Cotton tip applicators	\$ 16.00	0.8
Gauze	\$ 24.00	1.2
Alcohol wipes	\$ 26.00	1.3
Recharable batteries Oscopes	\$ 300.00	15
Total Supply Cost	\$ 440.00	\$22.00 Total Cost per Student