

## OHSU STUDENT COUNCIL – INCIDENTAL FEE TASKFORCE

### Meeting Minutes 2/22/07 @ 12-1:00pm in Old Library, rm 211

Members in attendance – David Sharp, Darin Steblaj, Erik LeShane, Nicole Gordon, Albert Lai

- 1) Welcome and introductions
  - a. Brief introduction on history of incidental fee as related to OHSU's days as a part of the Oregon University System
  - b. Fee increased from \$105 to \$165 per term between the years of 2002-2006; currently it is \$318/term for the 2007-2008 academic year as set by the IFTF last year
    - i. *This includes \$168/term for access to March Wellness*
- 2) Overview - The activities pursued by the taskforce include, but are not limited to:
  - a. Requesting and reviewing prior budget requests and allocation reports from each student governing body requesting Incidental Fee funds (GSO, SOM, SOD, SON, OGI, and).
  - b. Meeting with corresponding program-specific student government leaders to discuss the Incidental Fee options and associated services for the upcoming 2007-2008 Academic year.
  - c. Holding biweekly to weekly Incidental Fee Taskforce meetings, in accordance to the Oregon Public Meeting Guidelines, from February through April.
  - d. Communicating directly with OHSU student body members via email and Town Hall Meetings.
    - i. *Goals of meetings were to inform students of funding options and services offered for each funding option and to solicit feedback on what the student body would desire with regards to student services.*
    - ii. *Will aim to schedule a Town Hall Meeting in the middle of March*
  - e. Working directly with Academic and Student Affairs to develop an OHSU Student/Faculty Union budget that will maximize student services and enable long term growth and development of the student community.
- 3) Assigning Tasks
  - a. Creating/implementing survey for students on desired services/programs
    - i. *Survey will be implemented in two phases*
      1. *Initial survey to assess student usage/satisfaction with services/programs*
      2. *With budget scenarios completed, follow-up survey to assess student opinion/choice of which budget scenario they would prefer*
    - ii. *Nicole will draft survey with input from David and Darin*
    - iii. *Albert to draft opening statement (overview of process) to survey*
  - b. Organizing/coordinating Town Hall meeting to answer questions and solicit feedback
  - c. Retrieving budgets from respective programs
    - i. *Albert will start contacting school governments to see budgets*
  - d. Student Center/Fitness Center development/funding budget
    - i. *Will need Karen Seresun's input on this*
  - e. Creating different funding/budget scenarios for which students can choose between
  - f. Registration numbers for individual programs to determine allocation of student government refunds
    - i. *Will be important to include part-time students*
    - ii. *Will contact George Hamilton to help with getting projections for these numbers for the upcoming year*
  - g. Draft recommendation proposal/presentation from IFTF to OHSU Student Council and ultimately, Dr. Robertson and Dr. Hallick
- 4) Timeline
  - a. Today – Overview of process, assign tasks
  - b. End of February – Draft of student survey, retrieve budgets from respective programs
  - c. March – Survey students, create budget scenarios, Town Hall meeting, obtain registration numbers, draft recommendation/proposal
  - d. April – Proposal to OHSU Student Council, adjustments, recommendation submitted to administration
- 5) Next meeting – **Friday, February 29<sup>th</sup>, 12-1pm, Old Library, room 211**