

TO: Jeffrey D. Armstrong, President

FROM: Joi Sullivan, ASI President (2014 – 2015)

Karen Webb, Interim Vice President for Administration and Finance *KW*

SUBJECT: Campus Fee Advisory Committee (CFAC) Recommendation Process

DATE: June 12, 2015

CC:

K. Enz Finken

P. Bailey

K. Ikeda

C. Villa

K. Humphrey

V. Brancart

O. Schwaegerle

V. Monteverdi

S. Van Ronk

2014 – 2015 CFAC Members

Background

The purpose of the Campus Fee Advisory Committee (CFAC) is to advise the President on matters primarily pertaining to Category II fees and, specifically, a campus referendum. However, in years past, the committee has also been provided the opportunity to review and provide input for Category IV and Category V fees, which amount to fees paid for certain services (e.g., study abroad, commencement) and self-support fees (e.g., parking, housing), respectively. Very little stakeholder involvement exists during the process of implementing these fees, creating a situation in which a proliferation of these fees has and could continue to result in a substantial financial burden for students. Therefore, the 2014-2015 Campus Fee Advisory Committee makes the below recommendation.

Recommendation Process

Per discussions this year, CFAC recommends that the committee examine all proposed Category IV fees and advise the University President on the fees' implementation. When examined on a case-by-case basis, these fees often appear as necessary for the University and seem insignificant in regards to the financial burden they place on students. However, without discussions and involvement from an established and continuous body, the cumulative effect of Category IV fees can create a substantial financial burden for those paying the fees. Additionally, the classification of these fees (whether Category IV or Category V) can change over time, given certain conditions. For example, prior to this upcoming fall, commencement fees were optional. Now that they are mandatory, a discussion regarding their status as a Category IV fee might have been merited. It is the hope of the CFAC that we can ensure the success of our programs through the provision of sufficient funding, while maintaining a level of conscientiousness about the

amount of fees that are placed on students and the financial burden the fees cause. The committee is requesting that all proposals for Category IV fees be brought to their attention. CFAC, whose membership is comprised of a majority of students with faculty and staff also present, will be responsible for diligently examining the fees and gathering feedback from constituents regarding their potential implementation. After doing so, the committee will discuss their opinions on the fees and provide a formal recommendation via memo to the President.

Conclusion

Appointing one body to act as the central place for all stakeholder discussions regarding the ramifications and the philosophy of student fees will be beneficial for the campus as a whole. In establishing a process, we ensure that nothing slips through the cracks, people are well informed, and fees are established only when necessary and in an appropriate manner. It creates an additional level of aggressive transparency for the fee process and provides an outlet for entities to gather feedback on changes to their fees. It is in this vein, that we recommend the above process for the Campus Fee Advisory Committee.
