



State of California

Memorandum

Date: May 22, 2007

To: College of Science and Mathematics
College-Based Fee Committee

From: Philip S. Bailey, Dean
College of Science and Mathematics

Subject: Distribution of College-Based Fee Revenues for 2007-08
College of Science and Mathematics

This memo conveys my decisions to the College of Science and Mathematics College Based Fee Committee for distribution of College Based Fee revenues for 2007-08. I want to extend my appreciation to the college committee and the students, and members of the faculty and staff who composed the department College-Based Fee Committees. The results of the deliberations are excellent. Thanks also to the College of Science and Mathematics Student Council for monitoring the process. The College-Based Fee has encouraged a partnership and engagement among our students, faculty, and staff in advancing our college, departments, and programs and securing our future.

The original proposal for the College-Based Fee, overwhelmingly approved by College of Science and Mathematics students in March, 2002, stated the following priority needs for support:

- Instrumentation and Equipment.
- Faculty Recruitment and Development
- Student Research
- Access to Classes

Since this time, over five and a half million dollars has been distributed to our six departments for these general purposes. This has made a huge difference in every thing we do and is particularly visible in the quality of our student-faculty research programs and the equipment we have in our laboratories. Again this year, the proposals for 2007-08 are excellent as were the presentations of them last Tuesday.

Projected College-Based Fee Revenues for 2007-08

We are projecting the following enrollments for 2007-08 in the College of Science and Mathematics:

***Projected Headcount Enrollments:
College of Science and Mathematics 2007-08***

Summer 2007: 425

Fall 2007: 2025

Winter: 1958

Spring: 1898

The total of these four quarters is 6306. The College-Based Fee for students taking greater than eight units in summer is \$232 per quarter; others summer students pay fees of \$116 per quarter. The College-Based Fee for students taking greater than six units in fall, winter or spring is \$242 per quarter; others pay fees of \$121 per quarter. During the academic year we anticipate approximately 98% of College of Science and Mathematics students will be taking more than six units. However, in the summer as few as one-third of students may be taking more than eight units. Based on these estimates, we project the following College-Based Fee revenues for the College of Science and Mathematics.

2007-08 Projected Revenue: \$1,420,000

Distribution of Fee Revenues

Proposals from the six departments totaled \$1,469,329. We have \$1,420,000 to allocate. Distribution of fee revenues is based on need, nature and quality of proposal, and student headcount by department. The ultimate goal is for each department, regardless of size, to achieve a clearly recognizable level of distinction because of the College-Based Fee. As one can see, the total of the proposals was very close to the projected revenues. Basically, an across the board reduction was applied to bring the total allocated to the actual dollars.

CSM CBF 2007-08 Proposal

Biological Sciences	\$516,681	\$500,000
Chemistry and Biochemistry	\$283,500	\$275,000
Kinesiology	\$309,573	\$300,000
Mathematics	\$156,250	\$150,000
Physics	\$154,500	\$150,000
Statistics	\$48,825	\$45,000
TOTAL	\$1,469,329	\$1,420,000

These departments did not include sufficient funds for instruction in their original proposals. \$12K was added for Chemistry and Biochemistry, \$8K for Mathematics, and \$13K for Statistics.

Of the above allocations, the following amounts must be used for direct instruction to increase access to classes: Biological Sciences: \$156K; Chemistry and Biochemistry: \$72K; Kinesiology: \$78K; Mathematics: \$48K; Physics: \$54K; and Statistics: \$13K.

Contributions to Grants: Many granting agencies require or expect contributions toward the proposed projects from the campus. Because we don't have any large obligations at the time of this allocation, no line item appears in the above allocations for this purpose. However, I propose that any unanticipated additional revenues from the 2006-07 and 2007-08 be placed in a fund for this purpose.

Considerations in Expenditure of Fee Revenues

1. **Departmental Autonomy:** The departments will receive a dollar allocation and are authorized to spend it consistent with the intent of their proposals. They can re-prioritize or change aspects of the proposal (for example, substitute one piece of equipment for another) with appropriate internal consultation.
2. **Appropriate Consultation:** Each department should determine the extent of consultation required in implementation of the proposal. I would assume that minor deviations will be allowed the department chair without consultation, but major deviations, such as substitution of an expensive piece of equipment for another or a major change in priorities, will be subject to consultation with the department College-Based Fee committee. Complete departure from a proposed program should be discussed with the dean.
3. **Immediate but Phased Expenditures:** It is important that students recognize benefits of the college-based fee as soon as possible next year. Departments are encouraged to order equipment this summer and ensure that summer student research programs are sufficiently organized to begin in an efficient and timely manner. However, until we know Fall, 2007 enrollment and can more accurately estimate the probable fee revenues, we should limit our initial expenditures this summer and early fall to about 85% of the allocation.
4. **Expenditures to Benefit Science and Mathematics Majors:** The College-Based Fee is paid by and should primarily benefit students majoring in the College of Science and Mathematics. Because of the nature of the College, this is not completely possible but it is important that the departmental expenditures be directed for maximum benefit to our majors.
5. **Efficiency and Value in All Expenditures:** In both our college-based fee revenues and our state budget, we should strive to achieve value and efficiency in our expenditures.
6. **Communication:** Department proposals describing priorities and program enhancement should be put into a concise and understandable format suitable for posting on the college website as soon as possible. Also, please consider other ways to inform students on the use of their fee money such as placing certificates next to laboratory or computing equipment purchased with the College-Based Fee.

2007-08 College- Based Fee Procedures and Timetables

- Spring 2007
 - June 4: 2007-08 College-Based Fee Plans for each department should be on the College website.

- Fall 2007:
 - Early in Fall quarter, each department's College-Based Fee committee for 2007-08 should be formed.
 - Selected accomplishments/highlights of the current 2007-08 CBF program in each department should be posted on the college website.
- Winter 2008:
 - Department committees should consult with students, faculty, and staff about needs and priorities for use of College-Based Fee revenues in 2008-09.
 - Selected accomplishments/highlights of the current 2007-08 CBF program in each department should be posted on the college website.
- Spring 2008:
 - Friday, May 2: Department CBF proposals and representatives to the College CBF committee due to the dean's office.
 - Tuesday, May 13: College CBF Committee meets. Departments present proposals. Dean consults with College committee.
 - Tuesday, May 20: Dean presents proposal for distribution of CBF revenues to the College CBF Committee.
 - Tuesday, May 27: Dean finalizes distribution of CBF revenues to departments.
 - Friday, June 6: Department and College-Based Fee plans on College website.