

# New Fees Authorized by the Florida Board of Governors for Fall 2012



STATE  
UNIVERSITY  
SYSTEM  
*of* FLORIDA  
Board of Governors

November 8, 2012

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## **Executive Summary and Background**

The 2010 Legislature passed House Bill 7237 which was approved by the Governor on May 11, 2010. This legislation provided the Board of Governors (Board) the authority to approve boards of trustees' proposals for new student fees, increases to certain fees that are currently capped, and approval of flexible tuition policies, such as undergraduate or graduate block tuition, block tuition differential, or market tuition rates for graduate-level online courses or graduate-level courses offered through continuing education programs.

The Board established a Tuition Work Group<sup>1</sup> to develop regulations for the implementation of HB 7237 and present recommendations to the Budget and Finance Committee (Committee) for consideration. The Work Group met during the summer of 2010 to develop proposed language for reviewing new fees, changes to existing fees, and block tuition. This language was reviewed by the Committee on September 15, 2010, with a recommendation that Board Regulation 7.003, Fees, Fines and Penalties, be amended to reflect the language proposed by the Work Group. The amended regulation was adopted by the full Board in November.

The Work Group continued to meet during the fall to develop proposed language for market tuition rates. At the November meeting, the Committee reviewed proposed amendments to Board Regulation 7.001, Tuition and Associated Fees, to address market tuition. The Committee approved the amendments and the updated Regulation was adopted by the full Board in January, 2011.

## **Process for Creating New Fees**

In accordance with Board regulations, following approval by the university board of trustees, proposals are submitted to the Committee in January, with the Committee meeting in February to review proposals, and make a recommendation to the full Board at the next scheduled meeting. If a university proposal is denied by the full Board, the university may file an appeal to the Board's Tuition Appeal Committee. All new fees approved are to be implemented in the fall term.

## **Annual Report**

Section 1009.24(15)(f) Florida Statutes requests the Board to submit an annual report to the Senate, House, and Governor summarizing the new fee proposals received by the Board during the preceding year and actions taken in response to such proposals.

Section 1009.24(15)(f) - The Board of Governors shall submit an annual report to the President of the Senate, the Speaker of the House of Representatives, and the

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<sup>1</sup> Consisting of Governors Perez, Duncan, Tripp, and Franklin and Provosts Abele (FSU), Glover (UF), and Workman (UNF).

Governor summarizing the proposals received by the board during the preceding year and actions taken by the board in response to such proposals. The Board of Governors shall also include in the annual report the following information for each fee established pursuant to subparagraph (a)1:

1. The amount of the fee.
2. The total revenues generated by the fee.
3. Detailed expenditures of the revenues generated by the fee.

### **New Fee Proposals**

In January 2012, several new fee proposals were submitted to the Committee for consideration:

University	New Fee Proposed
FAMU	Bar Review Preparation Fee
FAMU	Doctor of Physical Therapy (DPT) Board Review Preparation Fee
UWF	Green Fee
UNF	Academic Enhancement Fee
USF	Academic Enrichment & Opportunity Fee
UF	Undergraduate Enhancement Fee

The Committee met on March 21, 2012 and heard presentations from each university on their respective fee proposal. FAMU withdrew the proposed DPT Board Review Preparation Fee. The Committee only recommended approval of the FAMU Bar Review Preparation Fee and the UWF Green Fee and presented their recommendations to the full Board on March 22, 2012.

The Board approved two new fees. The other new fee proposals were withdrawn by their respective university.

University	New Fee Approved	Amount
FAMU	Bar Review Preparation Fee	\$2,400
UWF	Green Fee	\$1.00 per credit hour

### **Proposed Uses, Revenues and Expenditures**

1. FAMU Bar Review Preparation Fee - The purpose of the fee is to increase accessibility to test preparation through substantive bar review courses for College of Law students. This fee will be required as part of the curriculum which will include the required taking of one of two courses offered by the College of Law for the purpose of enhancing bar examination test taking skills

and participation in the College of Law Bar Exam Success Training (B.E.S.T.) skills development program. By making substantive bar review a required part of the curriculum, the fee will be part of the cost of attendance and thus eligible for financial aid. Additionally, the fee is anticipated to lower the total cost to students who complete examination preparation courses by negotiating a contract rate that is significantly less than what is available through private, for-profit providers. The fee will only be charged during students' final year of law school. At a student's request, a waiver of the fee may be approved.

2. UWF Green Fee – This fee will be used to fund campus energy efficiency and renewable energy projects in an effort to reduce energy costs and lower greenhouse gas emissions and fulfill the targets set forth by the American College and University Presidents' Climate Commitment (ACUPCC) signed by UWF President Judy Bense.

The following table reports the estimated revenue and expenditures, by category, for the 2012-2013 fiscal year. Given the variance in the new fee's purpose, expenditures vary greatly by category.

<b>Board of Governors Approved Local Fees 2012-2013 Estimated Financial Activity</b>		
	FAMU Bar Test Prep. Fee	UWF Green Fee
Beginning Fund Balance	\$0	\$0
<u>Receipts/Revenues</u>		
Fees	\$480,000	\$210,000
Other Receipts / Revenues	\$0	\$0
Total Revenues:	\$480,000	\$210,000
<u>Operating Expenditures</u>		
Salaries and Benefits	\$0	\$0
Other Personal Services	\$0	\$0
Expenses	\$480,000	\$110,000
Operating Capital Outlay	\$0	\$0
Total Expenditures :	\$480,000	\$110,000
Ending Fund Balance :	\$0	\$100,000
Source: 2012-13 operating budgets as submitted by each university in August, 2012.		

## 2011 Florida Statutes

### 1009.24 State University Student fees -

(15)(a) The Board of Governors may approve:

1. A proposal from a university board of trustees to establish a new student fee that is not specifically authorized by this section.

2. A proposal from a university board of trustees to increase the current cap for an existing fee authorized pursuant to paragraphs (14)(a)-(g).

3. A proposal from a university board of trustees to implement flexible tuition policies, such as undergraduate or graduate block tuition, block tuition differential, or market tuition rates for graduate-level online courses or graduate-level courses offered through a university's continuing education program. A block tuition policy for resident undergraduate students or undergraduate-level courses shall be based on the per-credit-hour undergraduate tuition established under subsection (4). A block tuition policy for nonresident undergraduate students shall be based on the per-credit-hour undergraduate tuition and out-of-state fee established under subsection (4). Flexible tuition policies, including block tuition, may not increase the state's fiscal liability or obligation.

(b) A proposal developed pursuant to paragraph (a) shall be submitted in accordance with guidelines established by the Board of Governors. Approval by the Board of Governors of such proposal must be made in accordance with the provisions of this subsection.

(c) In reviewing a proposal to establish a new fee under subparagraph (a)1., the Board of Governors shall consider:

1. The purpose to be served or accomplished by the new fee.

2. Whether there is a demonstrable student-based need for the new fee that is not currently being met through existing university services, operations, or another fee.

3. Whether the financial impact on students is warranted in light of other charges assessed to students for tuition and associated fees.

4. Whether any restrictions, limitations, or conditions should be placed on the use of the fee.

5. Whether there are outcome measures to indicate if the purpose for which the fee was established is accomplished.

(d) In reviewing a proposal to increase or exceed the current cap for an existing fee under subparagraph (a)2., the Board of Governors shall consider:

1. The services or operations currently being funded by the fee.

2. Whether those services or operations can be performed more efficiently to alleviate the need for any increase.

3. The additional or enhanced services or operations to be funded by the increase.

4. Whether any alternative resources are available to meet the need.

5. Whether the financial impact on students is warranted in light of other charges assessed to students for tuition and associated fees.

(e) In reviewing a proposal to implement a flexible tuition policy under subparagraph (a)3., the Board of Governors shall consider:

1. Whether the proposed tuition flexibility policy is aligned with the mission of the university.

2. Whether the proposed tuition flexibility policy increases the state's fiscal liabilities or obligations and, if so, the proposal shall be denied.

3. Whether any restrictions, limitations, or conditions should be placed on the policy.

4. How the proposed tuition flexibility policy will be implemented to honor the advance payment contracts of students who are beneficiaries of prepaid tuition contracts under s. 1009.98.

(f) The Board of Governors shall submit an annual report to the President of the Senate, the Speaker of the House of Representatives, and the Governor summarizing the proposals received by the board during the preceding year and actions taken by the board in response to such proposals. The Board of Governors shall also include in the annual report the following information for each fee established pursuant to subparagraph (a)1.:

1. The amount of the fee.
2. The total revenues generated by the fee.
3. Detailed expenditures of the revenues generated by the fee.

(g) The aggregate sum of any fees established pursuant to subparagraph (a)1. that a student is required to pay to register for a course shall not exceed 10 percent of tuition.

(h) Any fee established pursuant to subparagraph (a)1. shall not be included in any award under the Florida Bright Futures Scholarship Program established pursuant to ss. 1009.53-1009.538.

(i) The revenues generated by a fee established pursuant to subparagraph (a)1. may not be transferred to an auxiliary enterprise or a direct-support organization and may not be used for the purpose of paying or securing debt.

(j) If the Board of Governors approves a university proposal to establish a fee pursuant to subparagraph (a)1., a fee committee shall be established at the university to make recommendations to the university president and the university board of trustees regarding how the revenue from the fee is to be spent and any subsequent changes to the fee. At least one-half of the committee must be students appointed by the student body president. The remainder of the committee shall be appointed by the university president. A chair, appointed jointly by the university president and the student body president, shall vote only in the case of a tie.

(k) An increase to an existing fee or a fee established pursuant to subparagraph (a)1. may occur no more than once each fiscal year and must be implemented beginning with the fall term.

**7.003 Fees, Fines and Penalties - New Fee Excerpt**

(24) Before the Board's last meeting of each calendar year, the university board of trustees shall notify the Board of any potential new fees that are being considered by the university. A university board of trustees may then submit a proposal for a new fee not currently authorized in Board regulation or statute to the Board of Governors' budget committee by January 15 for consideration by the committee during a February meeting.

(a) The proposal shall be submitted in a format designated by the Chancellor, and include at a minimum:

1. The purpose to be served or accomplished with the fee.
2. The demonstrable student-based need for the fee that is currently not being met through existing university services, operations or another fee.
3. The process used to assure substantial student input or involvement.
4. Any proposed restrictions, limitations, or conditions to be placed on the fee.
5. The financial impact of the fee on students, including those with financial need.
6. The estimated revenue to be collected and proposed expenditures for the new fee.
7. The outcome measures that will be implemented to determine when the purpose of the fee will be accomplished.

(b) The aggregate sum of any fees approved by the Board that a student is required to pay to register for a course shall not exceed 10 percent of tuition. All other fees shall be based on cost.

(c) The fee can only be implemented in the fall term.

(d) The revenue generated by this fee may not be transferred to an auxiliary enterprise or a direct-support organization and may not be used to pay or secure debt.

(e) The university shall account for the revenue and detailed expenditures of this fee in the Annual Report.

(f) The fee cannot be an extension of, or cover the same services, as an existing statutory fee.

(g) The fee cannot be utilized to create additional bonding capacity in an existing fee.

(h) The fee cannot be used to support services or activities that have been paid for with education and general funds.

(i) The fee should support a service or activity in which a majority of students is able to participate or from which derive a benefit.

(j) Once the Board approves a fee under this section, a university fee committee shall be established similar to other existing fee committees.



(k) The Board will act upon the budget committee recommendation at the next scheduled meeting.

(l) Every five years the university board of trustees shall review the fee to determine if the fee has met its intended outcomes and whether the fee should be increased, decreased or discontinued. The university board of trustees shall submit its findings to the Board. Any subsequent decreases or continuation in these fees are delegated to the university board of trustees, with notification to the Chancellor.

(m) If a university board of trustees' proposal is denied, within five days the university board of trustees may request reconsideration by the Board's Tuition Appeals Committee, which shall consist of the Chair of the Board and the Chair of each Board committee. The Tuition Appeals Committee will meet within ten days after the Board of Governors denial to consider a university board of trustees request for reconsideration.

(25) Pursuant to subparagraph (24), the university boards of trustees designated below are authorized to assess the following fees:

(a) Green Fee - This fee may be assessed to establish or improve the use of renewable energy technologies or energy efficiencies that lower the university's greenhouse emissions.

1. University of South Florida: up to \$1.00 per credit hour

2. New College of Florida: up to \$1.00 per credit hour

(b) Test Preparation Fee - at cost. This fee may be assessed to increase accessibility to test preparation courses in programs where students are expected to obtain specific preparation for a practice-based examination.

1. Florida International University

(c) Student Life and Services Fee - This fee may be assessed to expand student participation in transformational learning opportunities that build new and enhances ongoing activities which connect students to the institution.

1. University of North Florida: not to exceed 5 percent of tuition.

Authority: Section 7(d), Art. IX, Fla. Const.; History-Formerly BOR Rule 6C-7.003. Derived from 6C-2.74 and 6C-2.76, Amended and Renumbered 12-17-74, Amended 2-22-76, 6-22-76, 6-28-76, 11-1-76, 9-8-77, 2-14-79, 9-28-81, 12-7-82, 12-13-83, 10-2-84, Formerly 6C-7.03, Amended 1-8-86, 8-11-86, 12-25-86, 6-2-87, 10-17-89, 4-10-90, 1-7-91, 7-2-91, 9-15-91, 8-4-92, 11-9-92, 4-12-93, 5-30-93, 9-23-93, 8-1-94, 1-24-96, 4-16-96, 12-15-97, 8-28-00, 8-12-01, Amended and Renumbered as 7.003 9-25-08, Amended 12-10-09, 11-04-10, 9-15-11.

# University New Fee Proposals

March 2012

## University New Fee Proposals Submitted January 17, 2012

Pursuant to Regulation 7.003(24), universities are proposing the following new fees:

Univ.	Fee Title	Amount (per credit hour unless noted)	% of UG Tuition (if appropriate)	Estimated Revenue	Description
FAMU	Bar Review Preparation	\$2,400	NA	\$480,000	The purpose of the fee is to increase accessibility to test preparation through substantive bar review courses for College of Law (COL) Students. This fee will be required as part of the curriculum which will include the required taking of one of two courses offered by the COL for the purpose of enhancing bar examination test taking skills and participation in the COL Bar Exam Success Training (B.E.S.T.) skills development program. By making substantive bar review a required part of the curriculum, the fee will be a part of the cost of attendance and thus eligible for financial aid. Additionally the fee is anticipated to lower the total cost to students who complete examination preparation courses by negotiating a contract rate that is significantly less than what is available through private, for-profit providers. The fee will only be charged during the students' final year of law school.
FAMU	School of Allied Health Sciences Examination Preparation	\$200			<del>According to the Commission on Accreditation for Physical Therapy Education, the accrediting body for physical therapy education, academic standards must comply with 2011 standards regarding technology, materials and equipment. This fee will provide the resources for students to acquire entry level competencies and successfully pass the national</del>

					<p><del>physical therapist examination as well as ensure the program graduates have the knowledge and exposure to various equipment and technology used by contemporary therapist practice as they enter the workforce. The \$200 /student/NPTE exam training (one time semester fee) will be assessed when student enrolls in PHT 6960 Professional PT Practice.</del></p>
UF	Graduate Teaching Stipend	6.55% of Tuition (if applied against the 2011-12 tuition the amount per credit hour would be \$6.76)	6.55%	\$7.4 M	<p>This fee will enhance the educational opportunities afforded to undergraduates by enhancing course offerings and teaching staff. Some of the fee will be devoted to increasing the stipends of graduate teaching assistants (GTAs). This will facilitate recruitment of more talented, better qualified, and trained GTAs in a fiercely competitive national market, thereby improving the quality of the undergraduate experience in classes led or assisted by GTAs. It will also facilitate recruitment of more teaching staff (primarily GTAs) which will lead to reduced class sizes and promote more one-on-one interaction between instructors and students.</p>
UNF	Academic Enhancement Fee	5% of Tuition (if applied against the 2011-12 tuition the amount per credit hour would be \$5.16)	5%	\$2,131,861	<p>The proposal focuses on improving student retention, graduation rates, and lessening average time-to-degree. The initiatives in this proposal also address the Board of Governors' emphasis on increasing support for degrees in STEM-related disciplines.</p>
USF	Academic Enrichment & Opportunity Fee	Will be tied to the Legislative base tuition increase. If there is a tuition		\$751,704 (Tampa Campus)	<p>The Academic Enrichment and Opportunity fee, proposed for implementation in the 2012-2013 academic year, is intended to enhance the educational experience of students at the University of South Florida. Revenues from the proposed fee will be used to provide USF students with an expanded array of new educational</p>

		increase, the Technology and Financial Aid Fee will not increase. Thus making the fee revenue neutral.			opportunities, allowing them to benefit from academic travel, internships, lecture series, research, service projects, and other academic enrichment programming. These new and expanded programs will help students develop the social, cultural, and scientific skills necessary to assuring USF students of a competitive edge and success in the global marketplace. The fee will allow the University of South Florida to stand out amongst its peer global research universities, therefore increasing the prestige of the institution and the degree received here. The opportunities made possible by this fee will be available to all USF students, whether they be Undergraduate, Graduate, or Medical students.
UWF	Green Energy Fee	No more than \$1.00 per credit hour	0.97% of UG In-State Tuition 0.42% of Graduate In-State Tuition	\$273,274	<p>A student supported Green Energy Fee would be used to fund campus energy efficiency and renewable energy projects at the University of West Florida in an effort to reduce energy costs and lower greenhouse gas emissions. The intent of the proposed fee aligns with the intentions of the strategic plan for the Board of Governors as well as the goals outlined in UWF's annual work plan. Potential projects include:</p> <ul style="list-style-type: none"> <li>• Solar panel covered parking lots to help generate electric power</li> <li>• Filtered water fountains</li> <li>• Solar umbrellas</li> <li>• Geo-thermal heating/cooling systems</li> <li>• Weatherization of older buildings</li> <li>• Construction and monitoring of a sustainable green energy residence for 4 to 5 students which could serve as a living/learning laboratory for sustainable technology education</li> </ul>

**University Increases to Existing Fee Proposals  
Submitted January 17, 2012**

Pursuant to Regulation 7.003(2) and (3), universities are requesting an increase in the following fees:

Univ.	Fee Title	Current Fee Amount	Proposed Fee Amount	Current Revenue	Estimated Revenue	Description
UWF	Nautilus Card Fee	\$10 Annually	\$20 Annually	\$110,000	\$220,000	<p>This is an increase in an existing fee under BOG regulation 7.003 section 2(a) and section 3. Statute limits this fee to no more than \$10 annually.</p> <p>This fee funds the Nautilus Card operation. UWF's security, access, identification card is called the Nautilus Card. The Nautilus Card serves as the University's official ID card, library card, copy card, university debit card, access card, and meal plan card. The services provided include a safe and convenient method for making on-campus purchases and payments, door access to various facilities including residence halls and the Aquatic Center, and admittance to various campus events and services such as the fitness center.</p>

**State University System  
Florida Board of Governors  
Request to Implement a New Fee - Regulation 7.003(23)**

**University: Florida A&M University**

Date	
<b>University Board of Trustees approval date:</b>	
<b>Proposed fall implementation date (year):</b>	2012
Description	
<b>New fee title:</b>	Bar Review Preparation Fee
<b>Amount of new fee (per credit hour if applicable):</b>	2400
<b>Proposed new fee as a percentage of tuition:<sup>1</sup></b>	
Purpose	
<p><b>Describe the purpose to be served or accomplished with this fee:</b></p> <p>The purpose of the fee is to increase accessibility to test preparation through substantive bar review courses for College of Law students. This fee will be required as part of the curriculum which will include the required taking of one of two courses offered by the College of Law for the purpose of enhancing bar examination test taking skills and participation in the College of Law Bar Exam Success Training (B.E.S.T.) skills development program. By making substantive bar review a required part of the curriculum, the fee will be part of the cost of attendance and thus eligible for financial aid. Additionally, the fee is anticipated to lower the total cost to students who complete examination preparation courses by negotiating a contract rate that is significantly less than what is available through private, for-profit providers. The fee will only be charged during students' final year of law school. At a student's request, a waiver of the fee may be approved.</p>	
Demonstrable Student-Based Need / Involvement	
<p><b>Describe the student-based need for the fee that is currently not being met through existing services, operations, or another fee:</b></p> <p><i>Currently The American Bar Association requires the following of all approved law schools:</i></p> <p style="padding-left: 40px;"><i>(a) A law school shall maintain an educational program that prepares its students for admission to the bar, and effective and responsible participation in the legal profession.</i></p> <p>The taking a substantive bar review course for 10 weeks is a necessary preparation tool in addition to the full J.D. educational program. The cost of substantive bar review courses are often beyond the financial resources of students where such costs would not qualify for financial aid assistance. The inclusion of this cost in student fees will allow the student the assistance of financial aid resources.</p>	

<sup>1</sup> If a student is required to pay this fee as a part of registration for a course, the fee shall not exceed 10 percent of tuition. See Regulation 7.003(23) (b).

**State University System  
Florida Board of Governors  
Request to Implement a New Fee - Regulation 7.003(23)**

**Describe the process used to assure substantial student input or involvement:**

Law students were represented by the Student Bar Association (SBA) and through all major student organizations. A meeting was held with the student leadership where this proposal was discussed. The agreement with the proposal was unanimous and enthusiastic. A written statement from the student leaders is attached hereto.

**Student Impact**

**Explain the financial impact of the fee on students, including those with financial need:**

Students will both save substantially from group pricing discount and will be able to rely on financial aid resources including loans. Students normally would encounter the additional expense during their last year of law school; therefore there should be little negative impact for increased last semester costs. Should at any time the costs charged by a substantive bar review program exceed this \$2400 fee, the student will be responsible for any such additional cost. A review of current cost information from a leading bar review provider indicates that the amount of additional cost, should such occur, would be less than \$100.

**Restrictions / Limitations**

**Identify any proposed restrictions, limitations, or conditions to be placed on the new fee:**

This fee may only be used to pay for a substantive bar review cost provided by a reputable vendor. Additional requirements for students benefitting from this fee include:

1. Students are required to take no later than their last semester in law school either Florida Bar Law and Skills (6966) or Multistate Bar Law and Skills (6304)
2. Students will be required to participate in and complete the College of Law Bar Exam Success Training (B.E.S.T.) skills development program or such equivalent program as may be approved by the College of Law.
3. Students are required to regularly attend and complete all assignments for both the funded substantive bar review program and the B.E.S.T. program. Attendance will be taken.

**Revenues / Expenditures**

Annual estimated revenue to be collected:  
\$480,000.00

Fee is at cost

Describe the service or operation to be implemented and estimated expenditures (attach operating budget expenditure form).

Proposed Fee: \$2,400.00

Participating Students: 200<sup>i</sup>

Revenues: 480,000.00 (\$2,400.00 x 200 students)<sup>ii</sup>



**State University System  
Florida Board of Governors  
Request to Implement a New Fee - Regulation 7.003(23)**

Cost for Bar Review Course: \$2,400.00  
Participating Students: 200  
College Expenditures: 480,000.00 (\$2,400.00 x 200 students)<sup>iii</sup>

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<sup>i</sup> Number of students eligible to graduate will fluctuate from year to year. Students will also have an option to reject or opt out of the proposed fee.

<sup>ii</sup> Should at any time the costs charged by a substantive bar review program exceed this \$2400 fee, the student will be responsible for any such additional cost.

<sup>iii</sup> The fee will be paid directly to the vendor of the student's choice. The fee will only be paid to a reputable and substantive bar review vendor.

**Accountability Measures**

**Indicate how the university will monitor the success of the new fee. Provide specific performance metrics that will be used.**

1. College of Law will receive reports of bar examination performance. The Florida bar results will be monitored for improvement in bar passage rates. The measure will be the institutional rate of bar passage increase as compared to prior annual examination performance.
2. Attendance and performance reports from the selected substantive bar review and B.E.S.T. program will be maintained and reviewed.

**Other Information**

# Memorandum

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**To:** Leroy Pernell, Dean  
**CC:** Jabari Bennett  
**From:** Tremaine Reese  
**Date:** 9/8/2011  
**Re:** Bar Prep Fee Proposal

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On behalf of the student body at Florida A&M University College of Law, I am pleased to lend the support of the Student Bar Association (SBA) in the study of applying a fee to the overall student cost of attendance that can be covered by financial aid to assist students with the financial burden related to bar preparation after graduation. The SBA shares the same sentiment of the administration that bar prep is a vital part of the complete law school/ bar passage venture. Additionally, the SBA is vested in exploring opportunities that will assist the student population in increasing the bar passage probability.

Please proceed with planning and exploration of this proposal with the knowledge that the student body is in full support of the efforts. If we can be of any assistance moving forward, please contact me. In the interim, I look forward to updates on where we stand in this effort.

Best regards,

Tremaine Reese

**State University System  
Florida Board of Governors  
Request to Implement a New Fee - Regulation 7.003(23)**

**University: University of Florida**

<b>Date</b>	
University Board of Trustees approval date:	<b>December 2, 2011</b>
Proposed fall implementation date (year):	<b>Fall 2012</b>
<b>Description</b>	
New fee title:	<b>Undergraduate Enhancement Fee</b>
Amount of new fee (per credit hour if applicable):	
Proposed new fee as a percentage of tuition: <sup>1</sup>	<b>6.55% of tuition.</b> (Fractions of a penny will be rounded down to the nearest penny.) <i>(Note: the number 6.55% was chosen because 6.55% of base tuition equates to 5% of the sum of base tuition and differential tuition.)</i>
<b>Purpose</b>	
<p>Describe the purpose to be served or accomplished with this fee:</p> <p><b>This fee will enhance the educational opportunities afforded to undergraduates by enhancing course offerings and teaching staff. Some of the fee will be devoted to increasing the stipends of graduate teaching assistants (GTAs). This will facilitate recruitment of more talented, better qualified, and trained GTAs in a fiercely competitive national market, thereby improving the quality of the undergraduate experience in classes led or assisted by GTAs. It will also facilitate recruitment of more teaching staff (primarily GTAs) which will lead to reduced class sizes and promote more one-on-one interaction between instructors and students.</b></p> <p><b>GTAs play an important role in UF's instructional enterprise. Approximately 33% of class sections were led by GTAs during 2010-11, and UF employed approximately 1,500 GTAs over the course of the year.</b></p> <p><b>UF's student-teacher ratio is 21 to 1, which is significantly higher than those of our peer public universities. While this ratio speaks more to faculty numbers than GTA numbers, it accurately reflects the fact that average class sizes taught by both faculty and GTAs is higher than at peer universities.</b></p> <p><b>UF's ability to recruit high caliber GTAs is hampered by low salary levels. UF competes with peer universities (particularly the peer publics in the AAU) for the best talent available. When salaries typically lag by 10% or more, as is the case in most disciplines, recruitment suffers. Here is a sampling of typical UF stipends as compared with AAU public peer stipends (2009-10 data). In Computer and Information Sciences (CIP 11), AAU median and average salaries are \$15,654 and \$15,346, respectively, while the UF stipend is</b></p>	

<sup>1</sup> If a student is required to pay this fee as a part of registration for a course, the fee shall not exceed 10 percent of tuition. See Regulation 7.003(23)(b).

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**\$11,692. In Biological and Biomedical Sciences (CIP 26), AAU median and average salaries are \$17,198 and \$17,322, while the UF stipend is \$15,925. In Mathematics and Statistics (CIP 27), AAU median and average salaries are \$15,939 and \$17,092 versus UF at \$15,485. In the Physical Sciences (CIP 40), AAU median and average salaries are \$16,632 and \$17,476, while UF's salary is \$14,702.**

**As explained above, the revenue generated by this fee will be invested in raising GTA stipends and in recruiting additional GTAs. UF is engaged in a year-long process to determine which areas are appropriate for stipend enhancement and which areas require additional GTAs. A reasonable estimate at this point in time suggests the need for 200 additional GTAs, yielding 200 or more sections per semester. The additional sections will help relieve overcrowding in sections and provide more personalized instructional help, contact, and guidance to undergraduates. That would use approximately \$3.2M, leaving \$4.2M for salary enhancement.**

**The majority of undergraduates will benefit from this fee. GTAs provide instruction in basic science and general education courses, thereby reaching most FTICs and transfer students. The fee will facilitate a better qualified and more talented cadre of GTAs, it will reduce average section size, and it will create increased opportunities for student-instructor interaction. The State has been unable to provide this type of resource for educational enhancement for a decade or more and shows no sign of being able to do so in the foreseeable future in education and general funds.**

**Demonstrable Student-Based Need / Involvement**

**Describe the student-based need for the fee that is currently not being met through existing services, operations, or another fee:**

**Due to the State's continuing fiscal difficulties, and despite tuition increases, there has been a substantial decline in E&G resources available for undergraduate instruction. This has had several unfortunate effects, including increased class sizes and a deteriorating student-faculty ratio. In addition, because of the strain on resources, graduate teaching assistant stipends have become increasingly uncompetitive. As a consequence, UF has difficulty in recruiting the best and brightest graduate students in sufficient numbers to help provide the high-quality undergraduate experience demanded by the citizens of the State.**

**Describe the process used to assure substantial student input or involvement:**

**President Machen consulted with Student Body President Ben Meyers over the course of a year in developing the concept of this fee. Mr. Meyers, in consultation with student leaders and Student Government, recognized the benefits that would accrue to undergraduates, and he fully supported the fee. Mr. Meyers took leave from UF in October and was succeeded by Anthony Reynolds, who abstained from the BOT vote on this fee. The fee was approved by the UF BOT on December 2, 2011.**

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**Student Impact**

Explain the financial impact of the fee on students, including those with financial need: **Resident tuition for Fall 2011 New Undergraduate Students is \$103.32 per Student Credit Hour. 6.55% of \$103.32 is \$6.76. Consequently, had the fee been in place this year, an undergraduate student taking 30 credit hours would have been asked to pay an additional \$202.80.**

**Given the benefits of this fee, it does not place an undue financial burden on undergraduates. UF has always met the financial aid needs of all undergraduate students who complete financial aid applications by the deadline. In 2010-11, 81% of undergraduates received some form of aid, including Bright Futures and Florida Prepaid. In addition, 49% of all undergraduates either did not apply for student financial aid through the university or were determined to have no financial aid need. This last statement correlates with the \$100,000 median parental income for the families of UF freshmen (2010 data).**

**Loan indebtedness statistics also suggest the relatively low financial burden borne by students attending the university. Only 34% of undergraduates graduate from UF with loan debt. Their average indebtedness upon graduation in 2010-11 stood at \$16,982, while the national average was \$25,250.**

**Restrictions / Limitations**

Identify any proposed restrictions, limitations, or conditions to be placed on the new fee: **none**

**Revenues / Expenditures**

Annual estimated revenue to be collected:	<b>\$7.4M</b>
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Describe the service or operation to be implemented and estimated expenditures (attach operating budget expenditure form).

**Hire additional Graduate Teaching Assistants and improve the level of GTA stipends to ensure UF competes effectively in the national pool for a sufficient number of highly qualified GTAs.**

**Accountability Measures**

Indicate how the university will monitor the success of the new fee. Provide specific performance metrics that will be used.

**The fee will enhance the quality and availability of undergraduate instruction.**

**Consequently, the following metrics apply.**

- 1. Satisfaction with the UG experience, as measured by student evaluations and the Student Experience in the Research University (SERU) national survey instrument**

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administered at UF and many peer schools.

2. **Class and section size; student-instructor ratio.**
3. **Qualifications and credentials of graduate teaching assistants.**
4. **Success in recruiting high-quality graduate teaching assistants.**

**Other Information**

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**Statement of Revenues, Expenditures, and Available Balances**  
**University: University of Florida**  
**Fiscal Year 2011-2012 and 2012-13**

**Fee Title: Undergrad Enhancement Fee**

	<sup>2</sup> Estimated Actual 2011-12 -----	Estimated 2012-13 -----
<b><u>Balance Forward from Prior Periods</u></b>		
Balance Forward		
Less: Prior-Year Encumbrances	-	-
Beginning Balance Available:	\$ -	\$ -
<b><u>Receipts / Revenues</u></b>		
Fee Collections	\$ -	7,400,000
Interest Revenue - Current Year	-	-
Interest Revenue - From Carryforward Ba	-	-
Total Receipts / Revenues:	\$ -	\$ 7,400,000
<b><u>Expenditures</u></b>		
Salaries & Benefits	\$ -	\$ -
Other Personal Services	-	7,400,000
Expenses	-	-
Operating Capital Outlay	-	-
Student Financial Assistance	-	-
Expended From Carryforward Balance	-	-
<sup>1</sup> Other Category Expenditures:	-	-
Total Expenditures:	\$ -	\$ 7,400,000
Ending Balance Available:	\$ -	\$ -

<sup>1</sup>Provide details for "Other Categories" used.

<sup>2</sup>Column not needed if a request for a new fee.

To be attached to new or increased fee requests or block tuition proposals.

For block tuition proposals only the incremental revenue should be reported.

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Florida Board of Governors  
Request to Implement a New Fee - Regulation 7.003(23)**

**University: University of North Florida**

<b>Date</b>	
University Board of Trustees approval date:	January 17, 2012
Proposed fall implementation date (year):	Fall 2012
<b>Description</b>	
New fee title:	Academic Enhancement Fee
Amount of new fee (per credit hour if applicable):	
Proposed new fee as a percentage of tuition: <sup>1</sup>	5%
<b>Purpose</b>	
<p>Describe the purpose to be served or accomplished with this fee:</p> <p><b>University of North Florida Academic Enhancement Fee: <i>Mentoring and Engagement for Success</i></b></p> <p>The following proposal focuses on improving student retention, graduation rates, and lessening average time-to-degree for UNF students. The initiatives in this proposal also address the Board of Governors' emphasis on increasing support for degrees in STEM-related disciplines.</p> <p>These programs are rooted in established best practices related to improved student performance and success. These initiatives are designed to benefit the broad UNF undergraduate population rather than focusing on a particular cohort of students.</p> <p>The summaries below provide a general description of the scope and scale of these programs. More detailed information regarding each, including rationale, budget, and implementation strategies are available.</p>	
<b>Demonstrable Student-Based Need / Involvement</b>	
<p>Describe the student-based need for the fee that is currently not being met through existing services, operations, or another fee:</p> <p>In comparing UNF to our aspirants we can point to a number of benchmarks where we compete very well. At the same time, we have identified benchmarks on which we need to focus greater attention – retention and graduate rates being two of the most important.</p> <p>As a result, in designing the proposed Academic Enhancement Fee we placed our focus on these</p>	

<sup>1</sup> If a student is required to pay this fee as a part of registration for a course, the fee shall not exceed 10 percent of tuition. See Regulation 7.003(23)(b).



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particular outcomes, while maintaining our ongoing emphases on serving underrepresented students and providing greater access to a quality undergraduate education. In our search for mechanisms to address these goals we examined the research as well as the strategies proposed by past and current student leadership and several campus ad hoc committees (e.g. The Task Force on Undergraduate Advising, The First-Year Experience Committee, The General Education Assessment Task Force, and the Transfer Student Advisory Council). Based on these analyses, UNF developed the current framework for the proposed Academic Enhancement Fee.

Describe the process used to assure substantial student input or involvement:

The proposal was developed based on discussions with and recommendations from the current and past student body leadership. Their recommendations included enhanced advising, increased connections to faculty, increased research and library services, and strengthening programs that connect students to the university (e.g. transformational learning opportunities).

The proposal was approved by UNF's Board of Trustees which, of course, includes a student representative.

**Student Impact**

Explain the financial impact of the fee on students, including those with financial need:

As we developed this proposed fee we understood that it would increase the cost of attendance for all students, including those who are in the greatest financial need. To offset this cost for students with financial need, we have set aside 20% of the revenues that would be collected as part of this fee. This will cover the increase in cost for UNF students with the greatest financial need.

\$426,372

**Restrictions / Limitations**

Identify any proposed restrictions, limitations, or conditions to be placed on the new fee:

None

**Revenues / Expenditures**

Annual estimated revenue to be collected:	\$2,131,861
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Describe the service or operation to be implemented and estimated expenditures (attach operating budget expenditure form).

**I. Mentoring for Success**

Currently, the UNF undergraduate experience is structured as a “two plus two experience,” meaning that, in most cases, students do not engage directly with a major program of study until completing two full years of coursework and achieving junior-level status. The Academic Enhancement proposal would connect lower-level students to their selected majors—a practice that has been shown to improve engagement and enthusiasm and also foster a stronger sense of direction for students. Early interaction also allows students to explore majors early on in college, thus enabling them to identify the right course of study for earlier their studies, which should improve retention and graduation rate. In order to restructure the undergraduate experience at UNF, the Academic Enhancement Proposal seeks to develop an innovative and intentional culture of mentorship that begins in the freshman year and includes several facets:

*Resources for Restructuring and Enhancing Academic Advising (\$527,989)*

In order to connect students with academic advisors in their chosen major in the sophomore year and ensure a consistent student-advisor ratio, resources will be used to hire additional advising professionals. Resources also will be devoted to developing a program of professional development for university advising staff that includes initial training and ongoing support for advising staff to stay abreast of best practices in the field. An additional staff position would track, specifically, the progress of those students admitted to UNF in particular programs targeting at-risk populations (such as Jacksonville Commitment, Pathways, and First Generation Scholarship students) and assist with transition counseling, particularly in the first year.

*Peer Mentoring/Faculty-Student Contact (\$213,122)*

A broad-based Peer Mentoring program will place successful upper-level students into contact with lower-level students in a monitored environment. A wealth of data exists to indicate that institutions with a vibrant peer mentoring program experience improvement in student performance and increases in graduation rates. The program is designed to offer upper-level students leadership opportunities by offering mentoring and advising to peers and by working with faculty to develop stronger social and academic bonds in departments.

Funding for an expanded Faculty-Student Contact Program will provide academic programs resources to facilitate increased contact between students and faculty, particularly at the lower level, in order to provide meaningful mentoring experiences.

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**II. Support for Success**

National research has indicated clearly that intentional academic support and engagement during the crucial first two years of college are difference-makers in terms of improving the success and academic performance of undergraduates. UNF currently is developing a more vibrant and integrated Freshman Year Experience that seeks to connect all facets of the student experience. Resources from an Academic Enhancement Fee would provide the opportunity to significantly enhance these experiences for lower-level students, particularly freshmen, by offering smaller classes, targeted academic support in critical gateway courses, and the encouragement to develop innovative approaches to teaching that yield improvements in student performance:

*First-Year Experience (\$181,857)*

Resources to provide small (19-seat) Freshman Seminars for all FTIC's that stress critical thinking skills and other common academic programming. Central to the development of an integrated Freshman Year Experience, which includes required campus residency, is a common academic experience rooted in small classes, intentional advising and support, and coverage of essential transition skills, such as time management, study skills, introduction of research skills and information literacy, major exploration, success strategies and behaviors will contribute to improvement in student learning and success.

*Supplemental Instruction (\$303,699)*

Supplemental Instruction (SI) is an academic assistance program that utilizes collaborative, peer-assisted study session that target high-risk courses rather than high-risk students, and allows for reaching a large population of students. National data indicates that an effective SI program typically results in significant improvement in student performance in STEM disciplines, in terms of grades, course completion, and degree completion. The UNF SI program would be funded to reach 75% of all course sections that fall into the category of "high risk" for STEM majors and include a coordinator of the program.

*Course Redesign Initiatives (\$138,529)*

In addition to SI as a means of improving student performance in key gateway courses, particularly in STEM disciplines, UNF supports the efforts of departments to develop innovations in curricular design and course delivery through engagement with the National Center for Academic Transformation (NCAT). Resources would be made available to programs that are currently piloting NCAT initiatives designed to improve both efficiency and performance in academic programs, particularly in STEM areas, and also allow more departments to attend NCAT conferences and/or work with consultants to develop more innovations.

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**III. Engagement for Success**

An Academic Enhancement Fee also will allow UNF to locate innovative ways to cultivate a climate of student engagement on campus and to encourage students to connect their coursework to the broader world. Strong evidence suggests that students who engage in sustained research (at the graduate and undergraduate levels), and those who are able to connect their coursework to crucial skills, are better positioned for success after graduating.

*Undergraduate Research (\$200,826)*

Students engaged in undergraduate research opportunities tend to retain until graduation more so than their peers, experience deeper learning, and develop skills that improve readiness for the job market. Academic programs currently apply for limited funding for undergraduate research through the Student Mentored Academic Research Team (SMART) program as part of the Honors and Scholars Program. Funding will be made available to academic departments to allow for faculty to engage in more sustained research activities with upper-level students. Funds also will be used to extend library hours in support of student research.

*Graduate Student Research and Scholarships (\$106,561)*

In an effort to enhance the research and scholarly endeavors of graduate students, funds will be allocated to provide all graduate students access to Graduate Scholar Grants. These grants will be awarded to fund research and scholarly projects by graduate students. All graduate students will be able to apply for financial support of their research, scholarly endeavors, or professional activities related to their studies. Currently, there is no avenue through which graduate students at UNF can obtain support for their efforts in research and other scholarly pursuits. Graduate students have long provided direct feedback to the Dean of the Graduate School that the lack of support in this area is hindrance to their academic achievements and often delays their pursuit of a graduate degree.

In addition, funds will be used to establish a Coordinator of Thesis, Dissertations, and Scholarship in the Graduate School. This coordinator will provide direct assistance to graduate students enrolled in programs requiring theses and dissertations including consultative services, formatting guidance, and final processing.

*E-Portfolios (\$33,000)*

Piloted this year in Venture Studies courses, e-portfolios are designed to give students the opportunity to develop an accumulated body of work over the course of an academic career and to link this work with particular skills necessary for life beyond graduation. Institutions that incorporate e-portfolios report that students are better positioned to enter the workforce and are more marketable. E-portfolios also encourage improved retention and performance by requiring students

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to reflect upon how their coursework contributes to specific skills and competencies. Funding will provide all first-year students an e-portfolio account.

**Accountability Measures**

Indicate how the university will monitor the success of the new fee. Provide specific performance metrics that will be used.

1. First-year retention rates, 4-and 5-year graduation rates, student response to item 12 on the National Survey of Student Engagement "Overall, how would you evaluate the quality of academic advising you have received at your institution," UNF's graduating senior survey, and student response to item 8b on the National Survey of Student Engagement "Quality of relationship with faculty." Track student-to-advisor ratios.
2. Overall student retention rates and 4- and 5-year graduation rates (time-to-degree).
3. Student performance in gateway STEM courses; number of degrees granted in STEM areas
4. Student learning gains as demonstrated on the ETS Proficiency Profile test will be used to assess student engagement and learning
5. First-year retention rates, number of students from underserved populations

**Other Information**

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**Statement of Revenues, Expenditures, and Available Balances**  
**University: University of North Florida**  
**Fiscal Year 2011-2012 and 2012-13**

**Fee Title:**

	<sup>2</sup> Estimated Actual 2011-12 -----	Estimated 2012-13 -----
<b><u>Balance Forward from Prior Periods</u></b>		
Balance Forward	\$ -	\$ -
Less: Prior-Year Encumbrances	-	-
Beginning Balance Available:	\$ -	\$ -
<b><u>Receipts / Revenues</u></b>		
Fee Collections	\$ -	2,131,861
Interest Revenue - Current Year	-	-
Interest Revenue - From Carryforward Ba	-	-
Total Receipts / Revenues:	\$ -	\$ 2,131,861
<b><u>Expenditures</u></b>		
Salaries & Benefits	\$ -	\$ 664,909
Other Personal Services	-	289,995
Expenses	-	750,585
Operating Capital Outlay	-	-
Student Financial Assistance	-	426,372
Expended From Carryforward Balance	-	-
<sup>1</sup> Other Category Expenditures:	-	-
Total Expenditures:	\$ -	\$ 2,131,861
Ending Balance Available:	\$ -	\$ -

<sup>1</sup>Provide details for "Other Categories" used.

<sup>2</sup>Column not needed if a request for a new fee.

To be attached to new or increased fee requests or block tuition proposals.

For block tuition proposals only the incremental revenue should be reported.

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Request to Implement a New Fee - Regulation 7.003(23)**

**University: University of South Florida**

Date	
University Board of Trustees approval date:	December 8 <sup>th</sup> 2011
Proposed fall implementation date (year):	2012
Description	
<b>New fee title:</b>	<p><b>Academic Enrichment and Opportunity Fee.</b></p> <p>USF Student Government leadership, with the support of USF administration, is proposing an Academic Enrichment and Opportunity Fee, for implementation in Fall 2012; <u>all students</u> will be eligible to benefit from this fee. The new fee will provide distinct educational benefits, a high value proposition and an added competitive advantage for students leading to enhanced student success through higher rates of retention, attainment, graduation and job placement/employment. New programs and services will include, but not be limited to, enhanced career counseling and job placement, high impact community and global engagement activities, cooperative education and internships, together with undergraduate and graduate research experiences.</p> <p>Note: (1) this fee will not raise costs for students -- it will be cost neutral in 2012-13 academic year; and (2) students on each USF campus/institution will determine whether or not to implement the fee.</p>
<b>Amount of new fee (per credit hour if applicable):</b>	Assuming the State Legislature approves a base tuition increase for academic year 2012-13, the USF Student Financial Aid Fee and Technology Fee (each capped at 5% of base tuition) might be expected to rise. USF agrees to freeze any such increases for these two fees at the current (2011-12 academic year) rate for participating campuses/

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institutions for the 2012-13 academic year. The available, combined increase will be dedicated to the proposed Academic Enrichment and Opportunity Fee. The resultant range would be:

- 0% UG base tuition increase (\$103.32) = \$0.0/SCH available for allocation to the new fee (in which case the proposed new fee would not be implemented).
- 8% UG base tuition increase (\$111.58) = \$0.81/SCH available for allocation to the new fee.
- 15% UG base tuition increase (\$118.82) = \$1.56/SCH available for allocation to the new fee.

Therefore, depending upon the base tuition level approved by the State Legislature, the undergraduate Student Financial Aid Fee and Technology Fee will each be capped at the current rate of \$5.16/SCH for the 2012-13 academic year. Thus, an 8% base tuition increase would allow for implementation of a \$0.81/SCH fee (or \$24.30 per year for a full-time UG student), and a 15% base tuition increase would effectively cap the proposed Academic Enrichment and Opportunity fee at \$1.56/SCH (or \$46.80 per year for a full-time UG student). This would represent a cost neutral fee adjustment for students.

In the event that the new fee would not be implemented by a USF campus/institution, the Financial Aid Fee and the Technology Fee would remain unaffected and realize their customary increases for that campus/institution.



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<b>Proposed new fee as a percentage of tuition:<sup>1</sup></b>	At \$0.81/SCH the fee would represent 0.73% of UG base tuition (at \$111.58/SCH). At \$1.56/SCH the fee would represent 1.31% of UG base tuition (at \$118.82/SCH).
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**Purpose**

**Describe the purpose to be served or accomplished with this fee:**

This new fee is needed to fund new and expanded opportunities for students to pursue co-op learning in business and industry settings; to engage in undergraduate and graduate research with faculty mentors; to support community and global engagement; and to extend career counseling and job placement for students.

The proposed Academic Enrichment and Opportunity Fee will significantly enhance the educational experience and academic success of students at the University of South Florida. Revenues will provide access to new and diverse learning opportunities outside the classroom for all students, and will provide a value-added education and competitive advantage upon graduation, as aligned with the University's strategic priorities.

The new fee also supports the goals of the SUS' Strategic Plan, 2012-2025. The fee will provide funding for the design and implementation of new academic enrichment programs and expanded learning opportunities including, but not limited to, career counseling and job placement, high impact community and global engagement activities, cooperative education and internships, together with undergraduate and graduate research experiences.

**Demonstrable Student-Based Need / Involvement**

**Describe the student-based need for the fee that is currently not being met through existing services, operations, or another fee:**

A survey of USF [Tampa] students, conducted in Fall 2011, revealed support for a cost neutral Academic Enrichment and Opportunity Fee, which would provide support for new student-centered educational programs aligned with career counseling and job placement, high impact community and global engagement, cooperative education and internships, together with undergraduate and graduate research.

Implementation of the proposed new fee will support the much-needed delivery of transformational, value-added, learning experiences that presently do not exist and cannot be

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<sup>1</sup> If a student is required to pay this fee as a part of registration for a course, the fee shall not exceed 10 percent of tuition. See Regulation 7.003(23)(b).

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supported from other fund sources. Activities will include: broad-based, faculty-mentored student research experiences; real-world cooperative educational experiences with business and industry; transforming career counseling and job placement programming for USF graduates; and significantly expanded service learning and engagement activities in both local and global communities, building upon USF's and USF SP's classification by the Carnegie Foundation for the Advancement of Teaching, as a "community engaged university" and USF's status as a high impact [global research] university classification by the University of Western Australia.

**Describe the process used to assure substantial student input or involvement:**

USF student government leadership has initiated and developed a thoughtful and creative proposal in concert with university administration. Student leaders utilized the results of student polls, interviews and extended deliberations to shape their proposal. The resulting proposal takes into account a strong desire to provide USF students and graduates with a high value proposition, a world class education and competitive advantage. In considering the current economic climate and the increasing cost of attendance at USF, the proposal represents a cost neutral fee adjustment for students.

Before a member campus/institution of the USF System implements the Academic Enrichment and Opportunity Fee, a referendum of USF's student body (by campus/institution) must be called by the student legislative body and conducted by Student Government. The referendum must include the proposed amount of the fee and an explanation of the purpose. The USF Board of Trustees may not implement the fee without the approval of a majority of those students (by campus/institution) participating in the referendum. The initial amount of the fee must be in accordance with the referendum described above and may be changed only if approved by a referendum of USF's student body (by campus/institution) called for by the student legislative body and conducted by the Student Government.

An Academic Enrichment and Opportunity Fee Committee will be established, at each campus/institution that elects to implement the fee, to administer the new fee. Fifty percent of the committee must be students, representative of the broad, campus/institution student body and appointed by the local Student Government President. The remainder of the committee shall be appointed by the USF President or designee (e.g. the Regional Chancellor in the case of a member campus/institution). A chair, appointed jointly by the USF President, or his/her designee, and the Student Body President, shall vote only in the case of a tie. The committee will make recommendations to the USF President, or his/her designee, and the USF Board of Trustees regarding how the revenue from the fee is to be spent along with any changes to the fee.

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**Student Impact**

**Explain the financial impact of the fee on students, including those with financial need:**

Because USF is proposing that the new Academic Enrichment and Opportunity Fee will result in a cost neutral fee adjustment for students, there will be no fee increase other than would ordinarily be anticipated (to the already established Financial Aid Fee and Technology Fee) as a result of a base tuition increase in academic year 2012-13. If the new fee is implemented, USF will allocate institutional funds to balance any new financial aid revenues that would be anticipated with a tuition increase for the 2012-13 academic year (with the financial aid fee frozen at 2011-12 levels).

**Restrictions / Limitations**

**Identify any proposed restrictions, limitations, or conditions to be placed on the new fee:**

Proposed fee revenue distributions will be considered/approved annually by the Academic Enrichment and Opportunity Fee Committee at each member campus/institution electing to implement the fee, comprised of equal numbers of students and faculty/administration, and should adhere generally to the following shares ( $\pm 5\%$ , by category, in any given year):

- 25% to support faculty (postdoctoral fellow and/or graduate) mentored student research experiences,
- 25% to support education abroad and global engagement activities,
- 20% to support career counseling and job placement,
- 15% to support service learning and student community engagement activities, and
- 15% to support cooperative education and internship programs with business and industry.

**Revenues / Expenditures**

**Annual estimated revenue to be collected:**

**\$751,704 at USF [Tampa]**

**Describe the service or operation to be implemented and estimated expenditures (attach operating budget expenditure form):**

Revenue at 8% tuition increase: The proposed range of new revenues will be \$563,628 for undergraduates (based upon  $\$0.81 \times$  AY 2010-11 enrollment of 695,837 SCH) and \$188,076 for graduate students (based upon  $\$1.42 \times$  AY 2010-11 enrollment of 132,448 SCH), at USF [Tampa].

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Request to Implement a New Fee - Regulation 7.003(23)**

**Accountability Measures**

**Indicate how the university will monitor the success of the new fee. Provide specific performance metrics that will be used.**

The following performance metrics will be integrated into USF's well-developed and nationally recognized *Planning, Performance and Accountability* matrix and performance dashboard:

- The number/percentage of USF students (UG and GR) actively engaged in high impact, faculty-mentored and post-doctoral fellow/graduate student-mentored research experiences (measures will also include USF student research presentations and publications, as well as competitive research and travel grants received),
- The number/percentage of USF students (UG and GR) actively engaged in meaningful community engagement and service learning activities,
- The number/percentage of USF students (UG and GR) actively engaged in meaningful education abroad and global engagement activities,
- Retention, engagement (as measured by NSSE) and graduation rates of students participating in programs funded by the new Academic Enrichment and Opportunity Fee, compared to the broader student population,
- The number of USF students participating in cooperative education/internship programs delivered in partnership with business and industry, and
- Student satisfaction and success resulting from career counseling and job placement programs resulting from the Academic Enrichment and Opportunity Fee.

**Other Information**

This is a USF student-generated and student-supported request for the authority to hold campus/institution specific student referenda to determine if they wish to support the Academic Enrichment and Opportunity Fee and at what level. This follows the process approved by the USF BOT/BOG for implementation of the Green Energy Fee.

USF understands the statutory requirements including F.S. 1010.62 and 10213.23 and will comply with all the terms of those provisions.

All students will be eligible to benefit from the new programs funded by Academic Enrichment and Opportunity fee.

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**Statement of Revenues, Expenditures, and Available Balances**  
**University: \_\_\_\_\_ University of South Florida \_\_\_\_\_**  
**Fiscal Year 2011-2012 and 2012-13**

**Fee Title: Academic Enrichment and Opportunity Fee (NEW for 2012/2013)**

	<sup>2</sup> Estimated Actual 2011-12 -----	Estimated 2012-13 -----
<b><u>Balance Forward from Prior Periods</u></b>		
Balance Forward	\$ -	\$ -
Less: Prior-Year Encumbrances	-	-
Beginning Balance Available:	<u>\$ -</u>	<u>\$ -</u>
<b><u>Receipts / Revenues</u></b>		
Fee Collections	\$ -	751,704
Interest Revenue - Current Year	-	-
Interest Revenue - From Carryforward Ba	-	-
Total Receipts / Revenues:	<u>\$ -</u>	<u>\$ 751,704</u>
<b><u>Expenditures</u></b>		
Salaries & Benefits	\$ -	-
Other Personal Services	-	187,926
Expenses	-	\$ 563,778
Operating Capital Outlay	-	-
Student Financial Assistance	-	-
Expended From Carryforward Balance	-	-
<sup>1</sup> Other Category Expenditures:	-	-
Total Expenditures:	<u>\$ -</u>	<u>\$ 751,704</u>
Ending Balance Available:	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

<sup>1</sup>Provide details for "Other Categories" used.

<sup>2</sup>Column not needed if a request for a new fee.

To be attached to new or increased fee requests or block tuition proposals.

For block tuition proposals only the incremental revenue should be reported.

**State University System  
Florida Board of Governors  
Request to Implement a New Fee - Regulation 7.003(24)**

**University: University of West Florida**

<b>Date</b>	
University Board of Trustees approval date:	December 9, 2011
Proposed fall implementation date (year):	2012
<b>Description</b>	
New fee title:	Student Green Energy Fee
Amount of new fee (per credit hour if applicable):	Not to exceed maximum of \$1.00 per credit hour in its initial implementation.
Proposed new fee as a percentage of tuition: <sup>1</sup>	0.97% of Undergraduate In-State Tuition 0.42% of Graduate In-State Tuition
<b>Purpose</b>	
<p>Describe the purpose to be served or accomplished with this fee:</p> <p>A student supported Green Energy Fee would be used to fund campus energy efficiency and renewable energy projects at the University of West Florida in an effort to reduce energy costs and lower greenhouse gas emissions and fulfill the targets set forth by the American College and University Presidents' Climate Commitment (ACUPCC) signed by UWF President Judy Bense. The intent of the proposed fee aligns with the intentions of the strategic plan for the Board of Governors as well as the goals outlined in UWF's annual work plan.</p>	
<b>Demonstrable Student-Based Need / Involvement</b>	
<p>Describe the student-based need for the fee that is currently not being met through existing services, operations, or another fee:</p> <p>As a student-led initiative in the state of Florida, the campaign for a Student Green Energy Fund began in 2007 and has continued to gain momentum as student leaders across the state have petitioned their respective student bodies to gauge support. According to the Student Green Energy Fund's website (<a href="http://www.studentgreenenergyfund.org">www.studentgreenenergyfund.org</a>), "Students want to invest money to save money. By contributing to a fund for campus energy efficiency and renewable energy improvements, we become part of the exciting transition toward clean, efficient and affordable energy for Florida colleges and universities."</p> <p>At the University of West Florida, discussions regarding a Student Green Energy Fee began in earnest during the 2009-10 academic year when representatives from UWF's Student</p>	

<sup>1</sup> If a student is required to pay this fee as a part of registration for a course, the fee shall not exceed 10 percent of tuition. See Regulation 7.003(24)(b).

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Request to Implement a New Fee - Regulation 7.003(24)**

Environmental Action Society (S.E.A.S.) approached the Student Government Association (SGA) seeking support in educating the student body regarding sustainability efforts. According to the S.E.A.S. mission statement, "The Student Environmental Action Society (S.E.A.S.) of the University of West Florida aims to educate UWF students, faculty, staff and the surrounding community about environmental issues and encourage activities that promote environmental awareness. Our goals are ultimately to advance UWF and the surrounding community towards a future of environmentally responsible and sustainable practices."

Research by S.E.A.S. and SGA members revealed that UWF's President, Dr. Judy Bense, had signed the American College and University Presidents' Climate Commitment (ACUPCC) letter pledging that the University of West Florida would take steps to reduce greenhouse gas emissions on campus, and that UWF participates in the Sustainability Tracking, Assessment and Rating System (STARS).

The ACUPCC commitment requires that a comprehensive inventory of all greenhouse emissions produced from electrical and fossil fuel utilities be maintained and updated annually and also requires development of action plans for pursuing climate neutrality. New facilities are designed and constructed to achieve the U.S. Green Building Council's Leadership in Energy and Environmental Design (LEED) Silver Certification. Waste minimization is promoted through competitive participation among State University System institutions.

As with many university initiatives, the main barrier to implementing campus energy efficiency and renewable energy projects is the cost of these initiatives. A Student Green Energy Fee would provide the necessary implementation funds for proposed energy projects with the potential for not only reductions in campus energy costs but a high rate of return on investment as well. A process for project proposal submission and selection will be established and overseen by a University committee comprised of faculty, staff, and student representatives.

Potential projects include:

- Solar panel covered parking lots to help generate electric power
- Filtered water fountains
- Solar umbrellas
- Geo-thermal heating/cooling systems
- Weatherization of older buildings
- Construction and monitoring of a sustainable green energy residence for 4 to 5 students which could serve as a living/learning laboratory for sustainable technology education

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Describe the process used to assure substantial student input or involvement:

In the fall of 2009, the Student Environmental Action Society, a registered student organization on campus, collected over 700 student signatures in support of the Student Green Energy Fund. In the spring of 2010, the S.E.A.S.'s President co-authored with the SGA President, SGA Vice President, and an SGA Senator a resolution seeking the Student Government Association's support of the Student Green Energy Fund. The resolution, which in part outlined UWF's desire to "be a national leader by becoming an environmentally sustainable campus," "to reduce our dependence on non-renewable energy sources," and resolved that "the students of the University of West Florida will look to administration to work with students to implement progressive and sustainable energy initiatives," was passed by the SGA Senate.

In the spring of 2011, the SGA Senate passed a bill to hold a non-binding referendum to determine the student body's interest in the Student Green Energy Fund proposal. While support for the referendum remained throughout the semester, other priorities within SGA prohibited the referendum from being held.

In the fall of 2011, the new S.E.A.S. President met with the SGA President to reignite support for the Student Green Energy Fee. A new resolution was authored requesting that a student referendum regarding implementation of the Student Green Energy Fee be held. The resolution was passed by the SGA Senate in early October.

On October 24, 2011, S.E.A.S. held a Student Green Fee support event on the University's Cannon Green. Student representatives from S.E.A.S. were present to provide information regarding the Student Green Energy Fund and discuss potential campus energy efficiency and renewable energy projects. Social media was used to provide information and gather support, articles were run in the campus newspaper, *The Voyager*, and interviews with S.E.A.S. leaders and UWF administration were aired on WUWF radio.

The student referendum was held on November 2, 2011. The referendum read as follows:

"The Student Green Fee is a student-led initiative at the University of West Florida (UWF) to implement a per-credit-hour fee that would be a minimum of twenty-five (25) cents to a maximum of one (1) dollar and would ONLY fund energy efficiency and renewable energy projects on the UWF campus. This proposal will be voted on every three years."

The results of the referendum indicated that 68% of the students who voted are in support of the Student Green Energy Fee.



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Request to Implement a New Fee - Regulation 7.003(24)**

**Student Impact**

Explain the financial impact of the fee on students, including those with financial need:

The proposed Student Green Energy Fee is a nominal fee to be assessed at an amount not to exceed \$1 per credit hour in its initial implementation. A student enrolled in 30 credit hours per academic year (full-time undergraduate enrollment leading to graduation in four years) would be assessed a maximum cost of \$30 per year. The per credit hour fee is 0.97% of undergraduate tuition. The fee is covered by financial aid but will not be included in the Florida Bright Futures Scholarship Program. The financial impact of the fee will be minimal for students.

**Restrictions / Limitations**

Identify any proposed restrictions, limitations, or conditions to be placed on the new fee:

Funds generated by the Student Green Energy Fee will be expended solely for the purpose of financing campus energy efficiency and renewable energy projects at the University of West Florida in an effort to reduce energy costs and lower greenhouse gas emissions. A fee committee comprised of at least 50% students appointed by the Student Body President will be responsible for reviewing and approving proposals for campus energy efficiency and renewable energy projects. Additionally, the fee committee will make recommendations to the University President and UWF Board of Trustees regarding any future changes to the Student Green Energy Fee. A report of projects and expenditures will be made to the UWF Board of Trustees on an annual basis.

Upon approval from the Board of Governors for authority to assess the Student Green Energy Fee, the SGA Senate will set the amount of the fee (not to exceed a maximum of \$1 per credit hour) and conduct a binding Student Referendum in conjunction with the SGA Elections to allow students to vote on the assessment of the fee. Upon implementation, the fee will be voted on every three years.

**Revenues / Expenditures**

Annual estimated revenue to be collected:	\$273,274
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Describe the service or operation to be implemented and estimated expenditures (attach operating budget expenditure form).

As evidenced by student support and President Bense's signing of the American College and University Presidents' Climate Commitment letter, the University of West Florida is committed to reducing energy costs and lowering greenhouse gas emissions on campus. The Student Green Energy Fee will provide the necessary implementation funds for proposed

**State University System  
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Request to Implement a New Fee - Regulation 7.003(24)**

energy projects with the potential for not only reductions in campus energy costs but a high rate of return on investment as well.

A process for project proposal submission and selection will be established and overseen by a University committee comprised of faculty, staff, and student representatives. The committee will be comprised of at least 50% students appointed by the Student Government President. The committee will identify project priorities and funds will be expended as necessary to complete the selected projects. Any unspent funds in a given year will be maintained in the Student Green Energy Fee account for use in subsequent years.

Potential projects include:

- Solar panel covered parking lots to help generate electric power
- Filtered water fountains
- Solar umbrellas
- Geo-thermal heating/cooling systems
- Weatherization of older buildings
- Construction and monitoring of a sustainable green energy residence for 4 to 5 students which could serve as a living/learning laboratory for sustainable technology education

### **Accountability Measures**

Indicate how the university will monitor the success of the new fee. Provide specific performance metrics that will be used.

UWF's Climate Action Plan calls for an annual cycle of implementation commencing in January each year with a review of the Greenhouse Gas Inventory and Climate Action Plan. Results from those reviews will guide the multiple year project plans for the following fiscal year.

Project selection criteria will be established to aid the committee in its efforts to select specific capital projects and program initiatives that will provide Best Value and maximize the effect of monies generated by the Student Green Energy Fee. Additionally, specific performance metrics will be identified on a project by project basis for use in measuring the effectiveness of each project. For example, if the University selects the solar panel covered parking lot project or any of the other energy related projects for implementation, success will be measured by confirming actual dollar reduction in energy costs from the previous period of performance.

Recycling projects will be measured by cubic yards and pounds of raw materials saved from landfill disposal and documented by landfill receipts. Alternative transportation modals including the UWF trolley service serving the UWF campus can be monitored and measured

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Request to Implement a New Fee - Regulation 7.003(24)**

through change in ridership statistics and the impact on parking vacancy rate audits.

An annual report will be made to the SGA Senate providing a recap of prior year projects and highlighting the proposed projects for the upcoming year.

**Other Information**

The UWF Student Green Energy Fee is a student-proposed and student-supported fee aimed at advancing UWF towards a future of environmentally responsible and sustainable practices. UWF is seeking authority to implement the Student Green Energy Fee beginning Fall 2012. BOG approval will be followed by a binding student referendum which will allow students the opportunity to vote on the fee assessment and fee level.

**STATE UNIVERSITY SYSTEM OF FLORIDA**  
**Statement of Revenues, Expenditures, and Available Balances**  
**University of West Florida**  
**Fiscal Year 2011-2012 and 2012-13**

**Fee Title: Student Green Energy Fee (Proposed)**

	<sup>2</sup> Estimated Actual 2011-12 -----	<sup>3</sup> Estimated 2012-13 -----
<b><u>Balance Forward from Prior Periods</u></b>		
Balance Forward	\$ -	\$ -
Less: Prior-Year Encumbrances	-	-
Beginning Balance Available:	\$ -	\$ -
<b><u>Receipts / Revenues</u></b>		
Fee Collections	\$ -	\$ 273,274
Interest Revenue - Current Year	-	-
Interest Revenue - From Carryforward Ba	-	-
Total Receipts / Revenues:	\$ -	\$ 273,274
<b><u>Expenditures</u></b>		
Salaries & Benefits	\$ -	\$ -
Other Personal Services	-	-
Expenses	-	273,274
Operating Capital Outlay	-	-
Student Financial Assistance	-	-
Expended From Carryforward Balance	-	-
<sup>1</sup> Other Category Expenditures:	-	-
Total Expenditures:	\$ -	\$ 273,274
Ending Balance Available:	\$ -	\$ -

<sup>1</sup>Provide details for "Other Categories" used.

<sup>2</sup>Column not needed if a request for a new fee.

<sup>3</sup>Based on 2010-11 fundable credit hours total at the maximum fee level of \$1 per credit hour.

**State University System  
Florida Board of Governors  
Request to Increase an Existing Fee - Regulation 7.003(2)(a)-(k)**

**University: University of West Florida**

<b>Date</b>	
University Board of Trustees approval date:	12/09/2011
Proposed fall implementation date (year):	2012
<b>Description</b>	
Fee to be increased:	Nautilus Card Fee
Amount of current fee:	\$10.00
Incremental increase to current fee:	\$10.00
Amount of new fee:	\$20.00
<b>Fee Approval Process</b>	
Describe the process used to determine the need for the increase, including any student involvement:	
<b>Reviewed anticipated expenses and capital equipment needs in lieu of enrollment increases as well as regular wear and tear and determined that need exists for additional revenue.</b>	
<b>Current Service / Operation</b>	
Explain the service or operation currently being funded by this fee and what steps, if any, could or have been taken to become more efficient in an effort to alleviate the need for any increase.	
<b>This fee funds the Nautilus Card operation. UWF's security, access, identification card is called the Nautilus Card. The Nautilus Card serves as the University's official ID card, library card, copy card, university debit card, access card, and meal plan card. The services provided include a safe and convenient method for making on-campus purchases and payments, door access to various facilities including residence halls and the Aquatic Center, and admittance to various campus events and services such as the fitness center.</b>	
<b>In an effort to increase efficiency and reduce expenses, the Nautilus Card Office has streamlined processes with greater automation and has reduced staffing.</b>	
<b>Expanded Service / Operation</b>	
Identify the additional or enhanced service or operation to be implemented with the increase and whether other resources were considered to meet this need:	
<b>Services provided by the Nautilus Card Office are expanding as campus enrollment is expanding, especially in the areas of door access, Point of Sale terminals, and automatic deposit machines. A funding increase would allow for additional staffing during peak periods; replacement of aging equipment such as network managers, clearing terminals, and photo ID systems; increased maintenance/service fees due to system expansion; price increases for equipment and supplies; and a planned software upgrade which necessitates the addition of some new and replacement equipment.</b>	
<b>As an auxiliary unit, it is incumbent upon the Nautilus Card operation to be self supporting. As such, no other resources are available to meet this need.</b>	

**State University System  
Florida Board of Governors  
Request to Increase an Existing Fee - Regulation 7.003(2)(a)-(k)**

**Impact to Student**

Describe the financial impact to the typical student, including those with financial need:

**An increased fee will result in students, including those with financial need, paying an additional \$10 per academic year.**

**Revenues / Expenditures**

Current annual revenue collected:	\$110,000
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Incremental annual revenue to be collected:	\$110,000
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Describe the current expenditures from revenue generated by this fee (attach operating budget expenditure form).

**Expenditures charged against this revenue include the following categories:**

- **Salaries**
- **OPS**
- **Office Supplies/Equipment**
- **Printing**
- **Postage**
- **Travel/Memberships**
- **Marketing**
- **Credit Card Fees**
- **Card Supplies**
- **Data Communications**
- **Maintenance & Network Expenses (hardware & software)**
- **Auxiliary Overhead Reserve**

**Other Information**

**STATE UNIVERSITY SYSTEM OF FLORIDA**  
**Statement of Revenues, Expenditures, and Available Balances**  
**University: University of West Florida**  
**Fiscal Year 2011-2012 and 2012-13**

**Fee Title: Nautilus Card Fee**

	<sup>2</sup> Estimated Actual <u>2011-12</u>	Estimated <u>2012-13</u>
<b><u>Balance Forward from Prior Periods</u></b>		
Balance Forward	\$ 143,468	\$ 117,079
Less: Prior-Year Encumbrances	-	-
Beginning Balance Available:	<u>\$ 143,468</u>	<u>\$ 117,079</u>
<b><u>Receipts / Revenues</u></b>		
Fee Collections--Nautilus Card Fee	\$ 110,000	220,000
Other Revenue	\$ 157,991	157,991
Interest Revenue - Current Year	-	-
Interest Revenue - From Carryforward Balance	-	-
Total Receipts / Revenues:	<u>\$ 267,991</u>	<u>\$ 377,991</u>
<b><u>Expenditures</u></b>		
Salaries & Benefits	\$ 114,085	\$ 125,000
Other Personal Services	4,000	10,000
Expenses	83,795	90,395
Operating Capital Outlay*	12,500	69,750
Student Financial Assistance	-	-
Expended From Carryforward Balance	-	-
<sup>1</sup> Other Category Expenditures:	80,000	100,000
Auxiliary Overhead Reserve		
Repair and Replacement		
Total Expenditures:	<u>\$ 294,380</u>	<u>\$ 395,145</u>
Ending Balance Available:	<u><u>\$ 117,079</u></u>	<u><u>\$ 99,925</u></u>

<sup>1</sup>Provide details for "Other Categories" used.

<sup>2</sup>Column not needed if a request for a new fee.

To be attached to new or increased fee requests or block tuition proposals.

For block tuition proposals only the incremental revenue should be reported.

\*OCO need is \$139,500 but splitting over two years so \$69,750 in 12/13 and in 13/14