

Special Course and Academic Programs Fees Advisory Committee

Meeting Summary

Fee Reviews:

Listed below are each of the fee reviews that we conducted for FY 15 and brief notes about each. Attached to the fees website we include our full communication concerning each fee application that was provided to each of the applicants.

Fee Name	Brief Notes
Applied Music Course Fee	There was an error in how the fee was processed which resulted in significant revenue remaining this year. We don't anticipate this to be a problem in the future, but have indicated that the fee would be reduced if significant revenue remains in the future. No changes to fee recommended in FY17.
Communicative Art Course Fee	There was significant revenue remaining again for FY15, but the fee was eliminated from some of the art courses for FY16 so we don't anticipate there to be revenue remaining in the future. No changes to fee recommended in FY17.
Biology Lab Fee	Didn't exist in FY15.
Chemistry & Physics Lab Fee	Didn't exist in FY15.
Dental Hygiene Lab fee	The fees revenue appears to have been spent appropriately on supplies to support the labs, but there was a significant amount of revenue remaining. The committee feels that this was a result in lack of continuous leadership in the Dental Hygiene department in FY15. We do not recommend a change to the fee for FY17. We also had to remind the fee manager that funds from this fee revenue cannot be moved to other areas to avoid being swept (it can only be spent on the DH labs).
Family Nurse Practitioner Course fees	Didn't exist in FY15.
Fayette Course Fee	The committee had concerns about how the fees were spent and the fact that the expenditures were \$29,169.41 over the amount of revenue collected (85% over the revenue collected!). The narrative provided did not provide enough information to accurately determine how this mistake could have been made. The committee has provided some recommendations on these fees and their management. We also recommended a reduction and approved a \$10/credit hour with a cap of \$100 each semester.
HFMG Lab Fee	The fees revenue appears to have been spent appropriately on supplies to support the labs and there was no significant amount of revenue remaining in the account. We recommend not change for FY17.
IT Software Course Fee	Fee was managed VERY well and no changes recommended for FY 17.
MBA Dolce Center Program Fee	This fee no longer exists, but has \$53,960.78 left in the account which exists in an agency account that rolls over each fiscal year. The committee recommends that the remaining funds in this account be used ONLY to support current students in the Fayette MBA program. Fee was eliminated for FY16 and beyond.
MBA program Fee	Didn't exist in FY15.
Natural Sciences Lab fee	Fee was managed well and no changes recommended for FY 17.
BSN Program fee	Budget manager did not follow directions on the form, which made it difficult to review. The revenue was \$4,617.72 less than what was expended or encumbered. An explanation was not provided for this loss. The committee recommends that the budget manager be more careful to follow the directions on the form and provide the necessary materials so that the committee can review the fee appropriately. No changes to the fee are recommended for FY17.

Teacher Education Internship Fee	Fee was managed well. The fee revenue from the TE Internship will now be applied pre-service student teacher sponsor travel (if approved by the BOR) in FY17, but fee amount will not change.
Teacher Education Practicum Fee	Fee was managed well. The fee revenue from the TE Practicum will be reduced from \$325 to \$300 (at the request of the budget manager) and will now be used to only purchase EdTPA software for the students (and not for teacher mentor stipends).
Online Course Fee	The revenue account had a large surplus and there were some items that were incorrectly allocated to the fee account. The committee recommends a cap on the fee per semester. The fee will remain \$35, but this will apply to 3 courses/semester (capped at \$105/semester).
UG Business Program Fee	The fee revenue account had significant revenue remaining. The committee felt that the fee for the undergraduate program should be the same as the graduate program since they support the same goals. We initially recommended a reduction to the fee and \$30/semester should be charged as opposed to \$41/semester. The College of Business filed an appeal and the committee allowed the \$41/semester fee remain in place, but recommended a future reduction if significant revenue remains in FY16.
HLTH 3202 Lab Fee	Budget manager did not follow directions on the form, which made it difficult to review. The revenue was significantly greater than what was expended or encumbered and not explanation was provided for this. The committee was also concerned about the purchase of office supplies using these funds. The fee should be used to support specific needs of the lab and not general office supplies. The committee also indicated that if significant revenue remains in this account during the FY16 review or if the fee is not spent appropriately then the fee will be reduced. We did not recommend a change for FY17.

Special Course and Academic Programs Fees Advisory Committee

Meeting Summary for Fee Applications (details can be found in individual reports):

Listed below are each of the fee applications that we reviewed for FY 17 and brief notes about each. Attached to the fees website we include our full communication concerning each fee application that was provided to each of the applicants.

Fee Name	Brief Notes
Applied Music Course Fee	Approved. Doesn't require BOR approval.
Communicative Art Course Fee	Approved. Does not require BOR approval. If revenue remains next fiscal year the committee will recommend an additional cut to \$35.
Biology Lab Fee	Approved. Doesn't require BOR approval.
Chemistry & Physics Lab Fee	Approved. Doesn't require BOR approval.
Dental Hygiene Lab fee	Approved. Doesn't require BOR approval. Included a note about fee listed on application form being incorrect. Should be \$35.
Family Nurse Practitioner Program Fee (new)	Was not approved as proposed. We approved a program fee of \$800 that will be paid when students are accepted into the program (paid once). FNP appealed and requested the \$280 additional fee for the review course. The committee approved to have a one-time fee applied to new students in the program of \$1,083 per student (upon acceptance). This will require BOR approval. They also appealed the salary fees, which would bring the program fee up to \$3,010. The committee denied this request.
Fayette Special Site Charge	We recommended a reduction and approved a \$10/credit hour with a cap of \$100 each semester. After discussion with the fee holder, we agreed to keep the charge at \$20/credit hour with a cap of \$120 each semester. The funds will be redirected to help pay for the lease of the facility. Doesn't require BOR approval.
HFMG Lab Fee	Fees do not require BOR approval. There was confusion over the student insurance which is technically not a course fee (paid by students differently) and not covered a course fee. Approved \$35 fee for labs and \$47 for First Aid and CPR.
IT Software Course Fee	Approved. Doesn't require BOR approval.
MBA Dolce Center Program Fee	No longer exists.
MBA program Fee	Approved for \$30/semester. This will require BOR approval.
Natural Sciences Lab fee	No longer exists
BSN Program fee	Approved. This will require BOR approval.
Teacher Education Internship Fee	Approved at \$100. This will require BOR approval.
Teacher Education Practicum Fee	Approved at \$300 and does not require BOR approval.
Telecourse/Online Course Fee	Approved at a capped rate. \$35 a course and up to \$105 per student. This will require BOR approval.
UG Business Program Fee	Approved at a reduced rate of \$30 per semester. This will require BOR approval. The COB appealed our recommendation to reduce their fee from \$41 to \$30 (to match the MBA fee). The committee is still deliberating on this.
HLTH 3202 Lab Fee	Approved. Doesn't require BOR approval.