

Special Course and Academic Program Fee

Application Form

Signature Page

Prepared By:  _____
Signature Printed Name Date
Dennis Hitch 9/25/18

The Chair/Associate Dean and Dean of the College requesting this fee must sign the signature page prior to review of this Application Form by the Special Course and Academic Fees Advisory Committee.

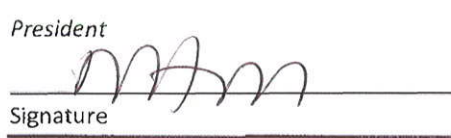
Chair/Associate Dean/Associate VPAA _____ College Dean (if applicable) _____
Signature Date Signature Date
 _____  9/26/18

By signing you are indicating that you agree to this fee or a revised version of this fee.

Chair of the Special Course and Academic Fees Advisory Committee:

 _____
Signature Date
Michelle Taylor 10-29-18

Provost _____
Signature Date
 11/21/18

President _____
Signature Date
 11-26-18

After Approved by President Submit Form to Budget Office with any revisions made.

Fund	Department	Program	Class	Accounts

SCAPFAC Recommendations: No changes to the fee were recommended by the committee. The fee should remain \$300 per course. The fee requires BOR approval.

Special Course and Academic Program Fee

Application Form

Date of Application: September 27, 2018

College/Department: Teacher Education

Fee Name: Teacher Education Practicum Fee

Choose one of the following:

- Newly proposed fee Existing fee that will change
(increase/decrease/eliminate) Reapplication of an existing fee
Indicate which situation applies that will not change

Choose one:

- Academic Program Fee **Supplemental Course Material or Laboratory Fee**

Supplemental Course Material or Laboratory Fees (Only complete this section if you are proposing a course fee.):

List the courses for which this fee will apply:

EDUC 4710: Middle Level Internship I
EDUC 4725: Secondary Internship
EDUC 5102: MAT Practicum
MUSC 4930: Student Teaching

Answer the following for all of the courses you listed above (collectively). So for example if you list 3 courses you will provide the projected annual enrollment for all 3 courses combined. To calculate annual revenue multiply the annual enrollment by the fee cost per student.

Projected Annual Enrollment: 50 Fee amount per student: \$300 Annual Revenue: \$15,000

Do all students in each of these courses have to pay the course fee? YES (if not, explain who will pay the fee)

Academic Program Fees (Only complete this section if you are proposing a program fee.):

Which academic program will this fee support? _____

Answer the following for the program you listed above. Annual enrollment would be the number of students paying the fee in a given academic year. To calculate the annual revenue multiply the annual enrollment times the number of semesters the fee must be paid annually. IF the fee is paid only once upon acceptance into the program then annual enrollment would be the expected number of new students annually.

Projected Annual Enrollment: _____ Fee amount per student: _____

How often will a given student have to pay the fee?

- Only once (when the student is accepted into the program) Each semester the student is enrolled in the program Once per year
Is summer term included? _____ Which semester? _____

Annual Revenue: _____

Do all students enrolled in this program have to pay the fee? _____ (if not, explain who will pay the fee)

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This fee is added to each Teacher Education student's practicum course during the fall semester of senior year. We are requesting that the fee be required as an additional course material. This will allow the Department of Teacher Education to secure a voucher to be used to purchase an Educator Teacher Performance Assessment (EdTPA) package for each student at a cost of \$300 per student. EdTPA is a new requirement for all teachers in Georgia and must be purchased and completed prior to a teacher receiving certification in Georgia. The \$300 cost of EdTPA is each student's responsibility; however, to expedite this process and be sure that each student has purchased EdTPA prior to beginning his or her senior year, the department is requesting the fee be added for each internship course. This guarantees that each student will be prepared with EdTPA materials prior to attending classes and seminars which require EdTPA participation.

Special Course and Academic Program Fee

Application Form

Signature Page

Prepared By:



Signature

E. Joe Johnson

Printed Name

9/28/2018

Date

The Chair/Associate Dean and Dean of the College requesting this fee must sign the signature page prior to review of this Application Form by the Special Course and Academic Fees Advisory Committee.

Chair/Associate Dean/Associate VPAA

College Dean (if applicable)



Signature

9/28/2018

Date

Signature

Date

By signing you are indicating that you agree to this fee or a revised version of this fee.

Chair of the Special Course and Academic Fees Advisory Committee:



Signature

Date

10/29/18

Provost



Signature

Date

11/21/18

President



Signature

Date

11-26-18

After Approved by President Submit Form to Budget Office with any revisions made.

Fund	Department	Program	Class	Accounts

SCAPFAC Recommendations: Recommend allowing this fee to be charged to students taking CMS 4320—Women in Film. Fee remains \$15 per course. The fee does not require BOR approval.

Special Course and Academic Program Fee

Application Form

Date of Application: 9/28/2018

College/Department: Arts & Sciences/Visual & Performing Arts

Fee Name: Film Studies

Choose one of the following:

- | | | |
|--|--|--|
| <input type="radio"/> Newly proposed fee | <input type="radio"/> Existing fee that will change
(increase/decrease/eliminate)
Indicate which situation applies | <input checked="" type="radio"/> Reapplication of an existing fee
that will not change, but requires
BOR approval. |
|--|--|--|

Choose one:

- Academic Program Fee Supplemental Course Material or Laboratory Fee

Supplemental Course Material or Laboratory Fees (Only complete this section if you are proposing a course fee.):

List the courses for which this fee will apply:

In addition to the currently approved list of fee-applicable classes (CMS 2100, CMS 4310, FILM 2700, FILM 3350, FILM 3360, any new FILM studies classes), the Department of Visual & Performing Arts proposes the addition of the existing class **CMS 4320-Women and Film**.

Answer the following for all of the courses you listed above (collectively). So for example if you list 3 courses you will provide the projected annual enrollment for all 3 courses combined. To calculate annual revenue multiply the annual enrollment by the fee cost per student.

Projected Annual Enrollment: 24 Fee amount per student: **\$15.00** Annual Revenue: **\$360.00**

Do all students in each of these courses have to pay the course fee? **yes** (if not, explain who will pay the fee)

Academic Program Fees (Only complete this section if you are proposing a program fee.):

Which academic program will this fee support? _____

Answer the following for the program you listed above. Annual enrollment would be the number of students paying the fee in a given academic year. To calculate the annual revenue multiply the annual enrollment times the number of semesters the fee must be paid annually. IF the fee is paid only once upon acceptance into the program then annual enrollment would be the expected number of new students annually.

Projected Annual Enrollment: _____ Fee amount per student: _____

How often will a given student have to pay the fee?

- | | | |
|--|---|--|
| <input type="radio"/> Only once (when the student is
accepted into the program) | <input type="radio"/> Each semester the student is
enrolled in the program
Is summer term included? _____ | <input type="radio"/> Once per year
Which semester? _____ |
|--|---|--|

Annual Revenue: _____

Do all students enrolled in this program have to pay the fee? _____ (If not, explain who will pay the fee)

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In the past two years, the Department of Visual and Performing Arts (VPA) successfully requested the implementation of a course fee of \$15 for students enrolled in selected film studies courses in 2016, newly created courses in 2017 and newly created ones in the future. This year, VPA requests the application of the existing fee of \$15.00 to the existing class of CMS 4320. This fee is needed to cover the ever-increasing cost of licensing fees necessary for students to view required films in these classes.

Description of how the fee revenue will be spent (be as specific as possible).

In general, the purchase of copyright licenses is legally necessary for students enrolled in film studies courses to be able to study required feature-length films. At an average of \$500 per film, Digital Site License (DSL) costs are prohibitive for the VPA department to fund from its annual operating budget. A course fee for this course will ameliorate those costs, providing our film students with streaming access to high-quality international films.

These DSL costs total \$3000-\$4000 each year. Implementation of this course fee will allow us to fund these licenses without using department operating funds and without incurring a prohibitive cost for the students in these classes.

Justify why the program's department/college budget cannot support these expenditures.

The normal operating budget of the Department of Visual and Performing Arts does not have the ongoing financial resources to spend more than \$4000 annually on DSLs to support the film studies courses and to remain in compliance with Federal copyright laws.

Describe the benefit this revenue will provide to the students paying for it.

This proposed course fee will help the VPA Department in supporting the University System of Georgia Strategic Plan, Strategic Imperative I: Quality of Learning: The USG is committed to maintaining and improving the quality and diversity of academic programs, teaching, and learning opportunities. The students will directly experience the benefits of this new fee, having ease of access both on and off campus to streaming online films for their coursework, which some Digital Site Licenses authorize in perpetuity for our institution.

If your request is denied, describe what impact this will have on your program:

The normal operating budget of the Department of Visual and Performing Arts does not have the ongoing financial resources to purchase DSLs to support the film studies courses. Not having this fee revenue will prevent our film studies faculty from having the resources to provide the necessary content for these courses.

If you require other fees to support the same program(s) where these particular fees are applied, you will need to describe those other fees and indicate the total cost to the students in those programs.

No program fees are applied to general education students or students majoring in Film Studies.