

Miscellaneous Fees Committee Report
 FY17 Review
 with
 Final Decision

On Friday, October 13, 2017, the Miscellaneous Fees Committee met to conclude the miscellaneous fees. In attendance: Megan Davidson, Marcia Jones, Lou Orchard, Brandi Alkire, Nicole Harris, Cindy Knight, and Todd Birchfield. Corlis Cummings was present to facilitate the meeting and orient the committee chair—who is new.

The committee considered all 10 Miscellaneous fee proposals, one of which is a request to charge a new late appointment fee to help offset the cost of paying for a CAS tutor that comes in to work but student either misses or cancels the appointment within a 24-hour window.

The committee's initial recommendations to the President and Vice President are below.

Fee	Amount	Fee Owner	Committee Recommendation 10/13/2017	Notes & Comments	Final
Enrollment Services Fee	\$15	Stephen Schultheis	Discontinued	Discontinued	Discontinued
Graduate School Application Fee	\$75/\$50 restructure & plan required for use	Robert Vaughan	Decrease Fee to \$50	Restructure & plan required for use	\$50.
Dental Hygiene fee	\$25	Susan Duley	Discontinued	Discontinued	Discontinued
Graduation fee	\$35	Becky Gmeiner	Continue as is	OK	As is
Transcript Fee	Charge \$7.50 per electronic transcript. Charge \$10.00 per paper transcript (delivered by Credential Solutions) Charge \$20.00 rush service in Registrar's Office. *Students would still have access to their unofficial transcript via the DUCK.	Becky Gmeiner	Continue as recommended.	Charge FTE to .5% and redirect other funds	Change FTE to .5% and redirect other funds.
Late Registration	\$100	Cynthia Jones	Divide 50% amongst 4 depts. for education support for student accountability & responsibility	OK (Bursar/Financial Aid/Enrollment/Admissions) *Funds to only 1 or 2 offices	As is
Return Check Fee	\$30	Cynthia Jones	Continue as is	Incurred as a result of improper action	As is

Bateman Loan Administration Fee	\$20 (50% split with Foundation for admin fee)	Cynthia Jones	Continue as is	\$ amount (\$300) small but provides needed items	As is
Undergraduate Admissions	\$40	Stephen Jenkins	Continue as is	Omitted from meeting invite to appeal or review electronically.	As is
Missed Appointment Fee	\$8	Mari Banks	Recommended for Implementation if no adverse impacts	Work with Bursar, IT, and Controller (Will have chilling effect on students) Need more information & data to support.	\$8 New No per Dr. Hynes & CBO & CAO

Final

President and CBO reviewed and accepted with two changes. Missed Appointment Fee will not be implemented. And second, only 1 or 2 offices will receive up to 50% of late fee for educational purposes. All other recommendations are accepted as of 11/13/2017.