An Overview of University Fees and the Campus Fee Advisory Committee
OVERVIEW

Fees
• Definition and Authority
• Executive Order 1102
• Fee Categories

CFAC
• Role
• Administration
• Accountability
• Fee Proposal Process

References
DEFINITION OF FEES

- Payments due to the University by individual students, or on behalf of individual students.

- Exclusive of non-student payments for rents, licenses, and leases.

- Exclusive of campus recharge programs.
FLOW OF AUTHORITY

California Legislature
Education Code, Government Code, Budget Act

CSU Board of Trustees
Resolutions and Rules (Title 5)

CSU Chancellor
Executive Order

CSU Presidents
CSU Board of Trustees: Resolution and Rules
- Has authority for establishment, oversight and adjustment of Category I Fees.
  (Undergraduate Tuition Fee, Non-Resident Tuition, Application Fee, and Student Involvement and Representation Fee)

CSU Chancellor: Executive Order
- Has authority to establish new campus-based fees.

President:
- Adjust mandatory campus-based fees
- Establish and adjust certain campus-based fees
EXECUTIVE ORDER 1102

- Effective July 22, 2015 (supersedes EO 1084)
- Maintains Campus Fee Advisory Committee
- Continues reporting requirements for all student fees
- Continues the practice of seeking the advice of CFAC combined with student referenda and/or alternative consultation processes
- Defines the six categories of fees (to categorize the Student Involvement and Representation Fee (SIRF))
FEE CATEGORIES

Category I Fees

- System-wide mandatory fees. Fees that must be paid to apply to, enroll in, or attend the university or to pay full cost of instruction.

  - Tuition Fee
  - Non-Resident Tuition Fee
  - Student Involvement & Representation Fee
  - Application Fee
  - Professional Program Fee

Category II Fees

- All campus-based mandatory fees. Fees that must be paid to enroll in or attend the University.

  - Health Services Fee
  - Orientation Fee
  - University Union Fee
  - Athletics Fee
  - IRA Fee – Athletics
  - University Union Recreational Fac. Fee
  - Health Facilities
  - Student Body Association
  - Academic Access Enhancement and Excellence Fee (A2E2)
  - Student ID Fee
FEE CATEGORIES

Category III Fees
- Miscellaneous Course Fees. Fees associated with a specific state supported course for materials and services used in course instruction.
  - MM 6870
  - MM 6880
  - MM 6899
  - GEOL 6911
  - EPSY 6911

Category IV Fees
- All non-course related user fees. Fees other than Category II or III paid to receive materials, services, use of facilities, fees resulting from dishonored payments, late submissions, misuse of property, or security deposits.
  - Check Return Fee
  - Transcript/Record Fee
  - Late Registration Fee
  - Library Fines
  - Catalog Fee
  - College Link Program
  - Lost Library Books
  - MBA Fee Waiver
  - Pre-Med Advising
  - Special Examination Fee
  - Graduation/Diploma Fee
  - Broken/Lost Equipment
  - Transfer Orientation
  - Education Credentials Evaluation
FEE CATEGORIES

Category V Fees

- Fees paid to self-support programs such as Extended Education, Parking, and Housing, including materials and services fees, user fees, fines and deposits.

- Continuing/Extended Education Fees/Fines
- Parking Fees/Fines
- Housing Fees/Fines

Category VI Fees

- System-wide voluntary Fees
CFAC

Role

The primary role of CFAC is to provide and advise the President on Category II fees.

- **Advisory vs. Oversight**
  - Scope of committee limited to advisory role in establishment and/or determination of Category II fees. Implementation and oversight is the responsibility of campus administration
  - Receive in advance of implementation
  - Advise on referendum or alternative consultation

- **Information vs. Advisory**
  - President has authority to adjust Category III miscellaneous course fees within a certain range
  - Category IV and V fees may be established and/or adjusted by the President
  - CFAC will be advised of such action
The CFAC Committee is comprised of (7) voting members and (1) non-voting member:

- Director of Fiscal Services, Administration and Finance (Chair) (non-voting member)
- President of Associated Students or designee
- Three other students selected by Associated Students
- Chair of the Academic Senate, or designee
- Staff Appointee of the President
- Administrative Appointee of the President
Accountability

- A student fee should benefit the student in the current year.
- An annual report of all Category II, III, IV fees will be reported to the Campus Fee Advisory Committee and the Chancellor’s Office.
- If significant unexpended balances exist, the fees should be reviewed to be reduced, suspended or eliminated.
- Reported fee information is used by the Board of Trustees and may be used to shape policy in the future.
<table>
<thead>
<tr>
<th>Fee Type</th>
<th>Authority</th>
<th>Steps</th>
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<td>I System wide Mandatory Fees</td>
<td>Board of Trustees</td>
<td>Alternative Consideration:</td>
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<tr>
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<td>1. Sponsor to work with constituents</td>
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<td></td>
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<td>2. CFAC review and recommendation to President</td>
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<td>3. President Approval</td>
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<td>II Campus Mandatory Fees</td>
<td>Chancellor establishes fees.</td>
<td>Referendum:</td>
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<td></td>
<td>Campus Level: President has oversight and may adjust or eliminate fees.</td>
<td>1. CFAC coordinates referendum</td>
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<td>Steps:</td>
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<td>2. Vote occurs</td>
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<td></td>
<td>• CFO Review</td>
<td>3. CFAC review and recommendation to President</td>
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<td></td>
<td>• Sponsor and President determine Alternative Consultation or Referendum</td>
<td>4. President approval</td>
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<td>*All AS fees must go through referendum</td>
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<tr>
<td>III Course Fees</td>
<td>Chancellor authorizes a dollar range for fees.</td>
<td>1. CFO review</td>
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<td>• $0 – $150 Course fees</td>
<td>2. CFAC review</td>
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<td>• $0 – $3000 Field Trips</td>
<td>3. CFAC recommendation to President</td>
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<td>Campus Level: Campus President approval of in range, Chancellor’s Office for out of range.</td>
<td>4. President approval</td>
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<td>IV Fees Other than Category II/III</td>
<td>CFO review of fee proposal, with recommendation to campus President for approval.</td>
<td>1. CFO review</td>
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<td>2. CFO recommendation to President</td>
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<td>3. President approval</td>
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<td>4. Notification/advisory only to CFAC</td>
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<tr>
<td>V Self Support Program</td>
<td>CFO review of fee proposal, with recommendation to campus President for approval.</td>
<td>1. CFO review</td>
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<td>2. CFO recommendation to President</td>
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<tr>
<td>VI System wide Voluntary Fees</td>
<td>Board of Trustees</td>
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REFERENCES

- CSU Executive Order 1102 – Student Fee Policy
  
  https://www.calstate.edu/eo/EO-1102.html

- CSU Budget Office
  
  http://www.calstate.edu/budget/student-fees/

- Fee and Payment Schedule
  
  http://www20.csueastbay.edu/students/financing-your-education/paying-fees/