

MEMORANDUM

December 4, 2007

To: President John Cavanaugh

From: Deborah L. Ford
Vice President, Student Affairs

Subject: Request to Increase Activity & Service, Athletic
And Health Fees for 2008-2009

I submit the attached request for increase in the Activity & Service, Athletic and Health Fees for 2008-2009 for your approval and that of the Board of Trustees at the December 14, 2007 meeting.

In order to continue moving the student fee assessment process toward a strategically driven model, a new process was initiated this fall. A single Student Fee Committee with equal representation of students and faculty/staff was created, rather than three committees working independently of each other without regard to the overall priorities and without appropriately balancing the distribution of the fee increases. This was approved by the Faculty Senate Governance Committee.

This committee met on Friday, November 30, 2007, and the meeting was facilitated by Jim Hurd. The committee members were provided with a variety of contextual material including the past history of each student fee since 1983, a spreadsheet illustrating how UWF is situated among the other state universities in Florida in regard to these fees, an estimate of how much each fee would need to increase to support salary projections without reducing operating costs, and a comprehensive divisional priority list of needs for these funds beyond salary maintenance.

The goal of this meeting was to recommend, based on the Committee's best judgment, the distribution of potential fee increases in a manner that appropriately addressed critical need areas. This goal was accomplished and the proposed fees are attached.

If you need additional information, please let me know.

Attachments

cc: April Jardine, SGA President

Agenda Item:

**UWF Board of Trustees
December 14, 2007**

Issue: Student Activity and Service, Athletic and Health Fee Increase.

Proposed action: Approve the proposed fee increases effective Fall Semester, 2008.

Background information:

Section 1009.24, Florida Statutes, requires each university Board of Trustees to establish separate Activity and Service, Athletic, and Health Fees. The law further provides that any increase in the fees be recommended by campus fee committees. One-half of each committee shall consist of students appointed by the student body president, with the remainder appointed by the university president. The statute further requires that the university president approve any proposed increases after consultation with the student body president with final approval by the University Board of Trustees.

The Statute limits the fees to no more than 40 percent of the matriculation fee. The UWF percentage of matriculation fees for 2007-08 is 37%. Within the 40 percent cap, universities may not increase the aggregate sum of Activity and Service, Athletic, and Health Fees more than 5 percent per year unless specifically authorized in law or in the General Appropriations Act.

The proposed increases are \$ 1.39 per credit hour, or an increase of five (5) percent.

Recommendation: Approve A&S, Athletic, and Health Fee Increases:

Fee	2007-2008	2008-2009	Increase	Percentage Increase
A&S	\$ 10.32	\$ 10.68	\$ 0.36	3%
Athletic	\$ 13.13	\$ 13.65	\$ 0.52	4%
Health	\$ 4.31	\$ 4.82	\$ 0.51	12%
Total	\$ 27.76	\$ 29.15	\$ 1.39	5%

Implementation Plan: New Fees will be implemented Fall Semester 2008

Fiscal Implication: Approval of these fees will meet the most critical needs of the services and programs that these fees support and will enhance programs and services essential to UWF students.

Supporting documentation: Exhibit A—UWF Fee History and Comparison of SUS Fees for 2007-08
Exhibit B—Minutes of Student Fee Committee
<http://uwf.edu/StudentAffairs/BOTinfo/index.html>

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Facilitator/Presenter: Jim Hurd, Associate Vice President / Dean of Students

EXHIBIT A

**THE UNIVERSITY OF WEST FLORIDA
ACTIVITY AND SERVICE, ATHLETIC, HEALTH FEE INFORMATION
(Effective Fall Semester 2008)**

<i>(All fees are per credit hour)</i>	Activity & Service Fee*	Athletic Fee*	Health Fee**	Total Fees	Percent of Matriculation Fee
1998 to 1999	\$6.45	\$8.40	\$2.50	\$17.35	
1999 to 2000	\$7.25	\$9.65	\$3.00	\$19.90	
2000 to 2001	\$7.55	\$10.25	\$3.00	\$20.80	
2001 to 2002	\$7.55	\$10.50	\$3.00	\$21.05	
2002 to 2003	\$7.85	\$11.10	\$3.00	\$21.95	
2003 to 2004	\$8.25	\$11.60	\$3.00	\$22.85	36%
2004 to 2005	\$8.75	\$12.05	\$3.19	\$23.99	35%
2005 to 2006	\$9.65	\$12.35	\$3.19	\$25.19	35%
2006 to 2007	\$9.98	\$12.82	\$3.64	\$26.44	36%
2007 to 2008	\$10.13	\$13.13	\$4.31	\$27.76	37.7%* 35.9%*
2008 to 2009 (recommended)	\$10.68	\$13.65	\$4.82	\$29.15	

* For 2007/2008: Matriculation changed during the year.

The \$27.76 is 37.7% of fall 2007 matriculation (\$73.71/27.76) and 35.9% of spring and summer 2008 matriculation (\$77.39/27.76).

SUS COMPARISON OF FEES 2007-2008

	A&S		Athletic		Health		Totals
NCF	\$15.86	FGCU	\$14.64	UF	\$9.27	FGCU	\$32.51
UNF	\$12.07	FAU	\$13.75	UCF	\$8.11	UNF	\$30.37
FGCU	\$11.24	UWF	\$13.13	FSU	\$7.98	FAU	\$30.08
FIU	\$10.52	FIU	\$13.05	USF	\$7.91	UCF	\$29.48
FAMU	\$10.50	UNF	\$12.68	FGCU	\$6.63	FIU	\$29.17
UWF	\$10.32	UCF	\$11.72	FAU	\$6.33	UWF	\$27.76
FAU	\$10.00	USF	\$10.52	UNF	\$5.62	USF	\$26.85
UF	\$9.74	FAMU	\$8.90	FIU	\$5.60	FAMU	\$24.31
UCF	\$9.65	FSU	\$6.18	FAMU	\$4.91	FSU	\$23.18
FSU	\$9.02	NCF	\$2.41	NCF	\$4.36	NCF	\$22.63
USF	\$8.42	UF	\$1.90	UWF	\$4.31	UF	\$20.91
Avg	\$10.67	Avg	\$12.39	Avg	\$6.46	Avg	\$27.02

**Minutes from Student Fee Committee
Friday, November 30, 2007
Dr. Jim Hurd, Chair (non-voting)**

Committee Members In attendance:

April Moore, Student Representative
Deanna Simmons, Student Representative
April Jardine, Student Representative
Sandy Tavares, UWF Workforce
Michelle Woolwine, Student Representative
Richard Glaze, Faculty Representative
Stephen Beamon, Student Representative
Vannee Cao- Nguyen, UWF Workforce
Susan Harrell, Faculty Representative

Lois Knox, UWF Workforce
Ricky Hicks, UWF Workforce
Robert Alston, Student Representative

Committee Members Absent:

Michelle Williams, Faculty Representative
Keysha Cron, Student Representative
Holly Griffin, Student Representative
Glenn Rohrer, Faculty Representative

Dr. Hurd opened the meeting with introductions and an overview of the purpose of the committee as described in a working paper provided to the committee in advance.

The purpose of the Student Fee Committee is to recommend fee levels for the three mandatory fees (Activity and Service, Health, Athletic). Currently these fees are collected from all UWF students and support a variety of student activities and services, student health services, and intercollegiate athletics. By Florida statute these fees, in aggregate, may be no more than 40% of tuition and may increase no more than 5% cumulatively per year. The Student Fee Committee does not recommend or approve specific budget allocations; rather the Committee's work focuses on the broader budget policy of how the limited resources are distributed to address critical needs. While we do ask the key representatives of the departments funded by these fees to identify critical needs to guide this Committee's deliberations, other mechanisms exist to develop and approve the actual annual budget allocations for each fund. Health and Counseling Services and Intercollegiate Athletics each develop a proposed budget predicated on anticipated collections which is approved by the administration in Student Affairs and eventually the University administration. The Activity and Service Fee is more complicated. While the bulk of the fee supports the broad activities and services provided by the University Commons and Student Activities unit and the Recreation and Sports Services unit, there are also a number of other departments, student agencies, and student organizations supported by this fund. The Student Government Association (by law) is responsible for allocating the A&S fee.

Dr. Hurd then reviewed context information to prepare the committee including the history of each fee since 1983 and a snapshot of how UWF's fees compare among the other state universities. Dr. Hurd also made a recommendation (that was approved by the committee) that the Committee begin with the assumption that each fee should increase at least enough to meet potential salary obligations for the next fiscal year. Finally fee priorities from the division of student affairs were presented by various key staff.

The committee discussed two models as guides to help in the process. The first involved an equal distribution of the available fee (after salaries) the second involved starting with a proportionate amount based on the ratio of fund totals to grand total for the top 11 priorities. The committee came to a consensus that the second model was highly equitable and reflective of their intent. An opportunity for continued discussion was provided and finally a motion was made and seconded to approve the proposed fee levels. The vote was 11 for, 0 opposed, and 1 abstention.

The Committee adjourned at approximately 11:30 a.m.