

THE MONTANA UNIVERSITY SYSTEM
Inventory and Validation of Fees -- Fiscal Years 2010 and 2011
New Non-Mandatory Fees Only-- Rates per Semester

Unit Name: **Montana State University at Bozeman**

	NAME OF FEE	RUBRIC	AUTHORIZATIO	BOR	CURRENT	FY 10 FEE	%	FY 11	%	FUND	DESCRIPTION	JUSTIFICATION FOR CHANGE
					FY09 FEE		CHANGE	FEE	CHANGE			
New Program Fee												
	Mathematics Program Fee - All undergraduate math courses assessed based on # of math credits taken. Fee per credit.	MATH STAT	Various	143-102-R0509		5.00	NEW	5.25	5%	411201	To be used to cover the Math Help Centers and their associated services, and to improve the quality of the educational experience in foundational math courses.	To provide a rational and predictable set of fees associated with courses. Provides a stable funding base for Math Program improvements.
<p>The student resolution in favor of the math program fee expressed support in this area that many students find difficult. The program fee supports students' desire for high-quality, individualized mathematics education beyond the classroom experience, and will allow the department to keep the computer learning centers and math learning center up-to-date, enhancing assistance to all undergraduate students in these courses, and expanding services to math majors. The fee can provide expanded assistance through recitations, tutoring, 'help' sessions, or computer-assisted learning and will also enhance the learning environment, maximize student success and increase retention, and would maximize the outcomes for monies spent on higher education by providing these additional services. From the student resolution in support of such, "Therefore, let it be resolved that: the Associated Students of Montana State University support the Mathematics Program Fee of \$5 per credit hour to be assessed on all undergraduate courses taught in the Mathematical Sciences in fiscal year 2010 and \$5.25 per credit hour in fiscal year 2011."</p>												

Replacement Fee												
<i>New</i>	Program Fee - Architecture	ARCH	557	143-102-R0509	0.00	484.90	NEW	498.23	3%	411201	Program Tuition for Architecture Program, Fall & Spring 5th year	Proposing an increase in the program fee by 3% to reflect increased costs for the past year which will allow maintenance of the programs and services which are supported by this fee. Arch 254 has been renumbered to Arch 354 and Arch 356 has been renumbered to Arch 456, and Arch 457 has been renumbered to Arch 557 due to an expansion in the number of students, year round course offerings, and a proposed increase in the length of the master's program.
<i>Existing</i>	Program Fee - Architecture	ARCH	457	135-107-R0507	353.96	0.00	-100%	0.00	0%	411201	Program Tuition for Architecture Program, Fall & Spring 4th year	
<p>The above architecture 557 fee occurred due to course re-numbering and because the number of credits for the course changed. A \$484.90 fee in FY 10 for a 4-credit course represents a 3% increase on the FY 09 fee of \$353.96 for the then- 3-credit course. ARCH 457 fee was eliminated, as described in the Justification for Change (bold emphasis added), and replaced with ARCH 557. Certain other courses were also re-numbered, but the number of credits did not change, so they did not show up as NEW. MSU thought it best to fully disclose that the fee had changed because the course is now worth more credits.</p>												

Updates to Existing Fees												
<i>New</i>	Web Payment Convenience Fee-Not Related to Student Account Balance Transactions			143-102-R0509		Variable, Ranges from \$1 to \$10	NEW	Variable, Ranges from \$1 to \$10	NEW	Various	Convenience fee for credit card and e-check payments not related to student accounts, made via an alternate method (e.g. internet connection)	Certain campus activities that now accept other forms of payment are converting to optional on-line payment methods . A secure third-party solution is being implemented, and the departments wish to recover the costs of accepting such payments via the web. Such convenience fees are reviewed by the Business Services office for reasonableness.
<i>Existing</i>	E-Payment Fee			135-107-R0507	10.00	10.00	0%	10.00	0%	411201	Convenience fee for payments against a University Student Account via an alternate method (e.g. internet connection)	
<p>Credit card data security is of the utmost importance. Several state agencies were recently the subject of a legislative audit regarding such. To ensure that MSU has no necessity to store credit card data, a secure on-line method for taking payment is of the utmost importance. A convenience fee for payments on student accounts has already been approved and is in place (the E-Payment Fee). This similar fee seeks to ensure that other parties making payments via the web also pay their fair share of web payment costs. Examples of such transactions include KUSM videotape sales, conference registrations, student orientation session payments, etc.</p>												

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Updates to Existing Fees (continued)												
<i>New</i>	Taphonomy: Fossil Preservation	GEOL	517	143-102-R0509		32.00	NEW	33.30	4%	434212	Van rental and fuel for field trips	Graduate course cross listed with GEOL 417
<i>Existing</i>	Taphonomy: Fossil Preservation	GEOL	417	127-101-R0505	30.00	32.00	7%	33.30	4%	434212	Van rental and fuel for field trips	Fee increased to offset inflationary costs associated with lab supplies.
<i>New</i>	Volcanology	GEOL	540	143-102-R0509		58.00	NEW	60.30	4%	434212	Van rental and fuel for field trips	Graduate course cross listed with GEOL 440
<i>Existing</i>	Volcanology	GEOL	440	135-107-R0507	55.00	58.00	5%	60.30	4%	434212	Van rental and fuel for field trips	Fee increased to offset inflationary costs associated with transportation costs & consumables.
Geology 517 and 540 are graduate courses that are now cross-listed with the existing classes of 417 and 440, and we seek to charge the same fee to all participants.												
<i>New</i>	Intermediate B&W Photo	MTA	106	143-102-R0509		100.00	NEW	105 100	5% 0%	434007	Purchase & maintenance of equipment & supplies	MSU is withdrawing its requested increase in FY 11.
<i>Existing</i>	Understanding Photo	MTA	103	111-110-R0501	100.00	100.00	0%	100.00	0%	434007	Purchase & maintenance of equipment	
This fee covers costs associated with use of the photographic lab, including specialized equipment, chemicals and other operational costs. It was recently discovered that this course fee was inadvertently left off of the prior biennial request, because that inventory was prepared during the transition of department heads. We seek approval to charge the same fee on this photography course that we do to the similarly equipment-intensive introductory course, MTA 103, due to the usage of the same equipment and supplies.												
<i>New</i>	Program Fee - Clinical Microbiology I	MB	454-01	143-102-R0509		1,000.00	NEW	1,000.00	0%	TBD	To cover specialized medical supplies, equipment, and consumables	Program initiated through Workforce Development Funds approved by 2007 MT Legislature. Program sustainability plan requires student fee to cover costs associated with specialized laboratory equipment and operational costs.
<i>New</i>	Program Fee - Clinical Microbiology II	MB	466-01	143-102-R0509		1,000.00	NEW	1,000.00	0%	TBD	To cover specialized medical supplies, equipment, and consumables	
<i>New</i>	Program Fee - Clinical Microbiology III	MB	474-01	143-102-R0509		1,000.00	NEW	1,000.00	0%	TBD	To cover specialized medical supplies, equipment, and consumables	
<i>Existing</i>	Medical Laboratory Science Option	MB	460-01	111-110-R0501	1000.00	1,000.00	0%	1,000.00	0%	433203	Participation in MSU-University of North Dakota program	
<i>Existing</i>	Medical Laboratory Science Option	MB	461-01	111-110-R0501	1000.00	1,000.00	0%	1,000.00	0%	433203	Participation in MSU-University of North Dakota program	
<i>Existing</i>	Medical Laboratory Science Option	MB	462-01	111-110-R0501	1000.00	1,000.00	0%	1,000.00	0%	433203	Participation in MSU-University of North Dakota program	
The program is a technical program requiring extensive laboratory experience and the fee will be used to support the clinical laboratory program. Each \$1,000 fee is for an entire 12 or 13 credit semester-- students enroll in several courses concurrently, and the fee is assessed on only this specific course, but applies to the needs of all related courses in this program of study. Two other universities, the University of Montana and MSU-Billings, also have students who participate in the program and will charge similar fees to their students who are enrolled in the Montana Medical Laboratory Science Training Program. The \$1,000 lab fee/semester is not new to students, as our students already must pay this amount to attend the University of North Dakota training program which we have been affiliated with for over 10 years. The development of the MMLS program in the state, the only program in the state available for training clinical laboratory scientists, means that students who would normally go to North Dakota for their training, can stay in Montana to obtain training and become employed in a profession that is in high demand in our state and nation. Of the 35 applicants for the program this year, 15 were accepted, with 9 attending in Bozeman and only 2 going to North Dakota. When seeking OTO funds to establish this program, the Inventory of Fees deadline for the prior biennium had passed, and OTO funds were sufficient to sustain us through the startup of the course offering. We are now requesting the fee at the first available opportunity. The fee was not considered by us to be new to students, as they already pay if attending in North Dakota, and as such was not discussed in the OTO funding application.												

	NAME OF FEE	RUBRIC	BOR AUTHORIZATIO	CURRENT FY09 FEE	FY 10 FEE	% CHANGE	FY 11 FEE	% CHANGE	FUND	DESCRIPTION	JUSTIFICATION FOR CHANGE
Updates to Existing Fees (continued)											
New	Motor Vehicle Registration		143-102-R0509		62.56	NEW	71.56	15% 0%	449244	Single semester fee for distant lot spaces (DA)	MSU INADVERTENTLY CALCULATED INCREASES ON THIS PERMIT, AND IS REVERTING BACK TO THE AMOUNT ORIGINALLY ESTABLISHED FOR THIS FEE.
New	Motor Vehicle Registration		143-102-R0509		89.72	NEW	91.72	14% 0%	449244	Spring/summer combo fee for distant spaces (D2)	
Existing	Motor Vehicle Registration		135-107-R0507	111.00	111.00	0%	111.00	0%	449244	Annual fee for parking in specially designated distant (D) commuter lot(s) - one vehicle	
New	Motor Vehicle Registration		143-102-R0509		37.30	NEW	43.30	16% 0%	449244	Single semester fee for spaces in unimproved lot (FA)	MSU INADVERTENTLY CALCULATED INCREASES ON THIS PERMIT, AND IS REVERTING BACK TO THE AMOUNT ORIGINALLY ESTABLISHED FOR THIS FEE.
New	Motor Vehicle Registration		143-102-R0509		48.38	NEW	55.38	15% 0%	449244	Spring/summer combo fee for spaces in unimproved lot (F2)	
Existing	Motor Vehicle Registration		135-107-R0507	60.00	60.00	0%	60.00	0%	449244	Annual fee for parking in the unimproved South Fieldhouse Lot (F) - one vehicle	
Currently, there are no single-semester fees disclosed in the fee inventory for certain distant lot spaces, although we have been charging reduced rates for single-semester permits. Current annual prices are disclosed in grey. We seek to list these affordable alternatives for those only requiring a permit for specific semesters in the distant and unimproved lots.											

Fees on New Courses												
	Intro to Reseach in Molecular Biology	BIOL	316	143-102-R0509		50.00	NEW	52.00	4%	433174	Consumables (i.e. DNA and protein analysis reagents, safety supplies)	
We need to provide engaging, hands-on laboratory experiences for our students, who are training to go into biological research, medicine, dentistry, and science teaching. The lab courses are an indispensable and integral part of our curriculum. Costs for supplies and in particular, the chemical reagents needed for this training, have skyrocketed in recent years. To provide instruction that is useful to students in the job market and for our students who are training for entry into graduate and professional school, we continue to offer the highest caliber laboratory experiences in our courses.												
	Freshwater Ecology	BIOL	424	143-102-R0509		20.00	NEW	20.80	4%	433018	Field trip expenses/lab consumables	
This lab requires several field trips for specimen collection which the students need to gather to study in the lab. The fee is necessary to cover the transportation costs and lab supplies for these field trips.												
	New Lab Course to be Developed	BIOL		143-102-R0509		25.00	NEW	26.00	4%	433174	consumables (i.e. reagents, supplies)	
MSU IS WITHDRAWING THIS FEE REQUEST												
	Integrative Physiology	BIOL	195	143-102-R0509		25.00	NEW	26.00	4%	433174	Fee to cover supplies for required lab (i.e. chemicals, anatomical models, dissection instruments, tissue samples)	
Biology 195 is similar in its nature in terms of supplies and equipment to Biology 207 and 208. Each requires chemicals, anatomical models, specialized dissection supplies, and tissue samples. The course fee for Biology 207 and 208 has been approved at \$25 for FY10 and \$26 for FY11. MSU seeks the same fee for this new course.												
	Wildlife Techniques	F&WL	280	143-102-R0509		20.00	NEW	20.80	4%	433018	Field trip expenses/lab consumables	
This course requires equipment and supplies to teach sampling techniques; animal capture, handling, and marking; estimating animal abundance; wildlife telemetry; and necropsy. Field trips are required to perform these tasks. Fees are necessary to cover the costs of the field trips and supplies.												
	Fisheries Techniques	F&WL	580	143-102-R0509		20.00	NEW	20.80	4%	433018	Field trip expenses/lab consumables	
This course requires equipment and supplies to teach care and handling of organisms; design and gear selection; anesthesia, surgery, tagging, and marking; telemetry; and sample collection for diet analysis. Field trips are required to perform these tasks. Fees are necessary to cover the costs of the field trips and supplies.												

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Fees on New Courses (continued)											
GIS Fundamentals	GEOG	504	143-102-R0509		25.00	NEW	26.00	4%	434212	Specialized software and hardware requirements	
The course requires student use of a computer lab. Heavy computer use will require routine maintenance on the computers and upgrades for specialized software and hardware needed for the course. Maintenance was routinely handled by Spatial Science Center but funding has been reduced and a lab fee is necessary to continue to offer the course and provide the necessary maintenance.											

Special Topics	GEOG	480-05	143-102-R0509		100.00	NEW	104.00	4%	434212	ICAL Lab and machine time	
The students need specialized training with the ICAL machines to have an advantage when seeking employment. ICAL charges the department for use of their equipment and fees are necessary to pay these additional charges.											

ESCI course w/field experience	GEOG	580-B	143-102-R0509		65.00	NEW	67.60	4%	434212	Field trips and supplies for required lab	
This course is to introduce graduate students who do not have a Geology undergraduate degree to Montana Geology. Students are required to attend all trips, collect specimens, and write reports about Montana Geology. Fees are necessary to cover the costs of the field trips and supplies.											

Sustain Food Bio Systems	HDFN	146	143-102-R0509		50.00	NEW	50.00	0%	434042	Field trip expenses	
This course serves as the introductory seminar for all majors and other interested students in the recently approved degree program: Sustainable Food & Bioenergy Systems. Field experiences and hands-on learning are central to this introductory course in particular and to the SFBS curriculum in general. Field trips are needed to provide real-world examples illustrating principles related to Agroecology, Sustainable Crop Production, and Sustainable Food Systems. The proposed course fee of \$50 per semester would cover 2 field trips (by bus), costs of field experiences, and travel costs for 5 or 6 speakers during each semester. Without the fee, students would be expected to carpool which can be unpredictable, unreliable, and has potential liability issues. Guest speakers will require reimbursement for travel costs in order to participate in the course.											

Culinary Marketing Farm to Table	HDFN	445	143-102-R0509		50.00	NEW	50.00	0%	434042	Consumables lab supplies	
This course involves hands-on work tending and harvesting fresh produce at Towne's Harvest Garden; food distribution and marketing through the Community Supported Farm program and local farmers' markets; recipe development, food preparation, and preservation in the Herrick Hall Foods Lab; and cooking/preservation demonstrations at various community locations including the Gallatin Valley Food Bank. Success of this course depends on opportunities for students to work directly with fresh produce and other needed ingredients to develop new recipes experimentally, as well as learning the science and mechanics of food preservations. In addition, cleaning supplies are needed in order to properly maintain the Herrick Hall Foods Lab. The course fee of \$50 per semester would cover food expenses for recipe development, preparation, and demonstrations; preservations supplies (jars, lids, etc.); and cleaning supplies for lab maintenance.											

New Fees on Existing Courses- MSU IS WITHDRAWING ALL NEW FEES ON EXISTING COURSES AS NOTED BELOW.										
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Non Formal Teaching Methods & Education	AGED	482	143-102-R0509		20.00	NEW	20.00	0%	433179	Consumables including DVD's for project work	To offset inflationary costs associated with tools, consumables, and equipment
Meat Science	ARNR	316	143-102-R0509		25.00	NEW	25.00	0%	TBD	Consumables including lab equipment needs	Increased costs associated with meat lab operations, including sanitation equipment and materials costs.
Meat Processing	ARNR	416	143-102-R0509		50.00	NEW	50.00	0%	TBD	Consumables including lab equipment needs	Increased costs associated with meat lab operations, including sanitation equipment and materials costs.
Histology	BIOL	312	143-102-R0509		10.00	NEW	10.40	4%	433174	Consumables(i.e. supplies for microscope use, sample slides)	Fee increased to offset inflationary costs associated with consumables.
Mammalogy	BIOL	418	143-102-R0509		15.00	NEW	15.60	4%	433018	Field trip expenses/lab consumables	Fee increased to offset inflationary costs associated with transportation costs & consumables.
Ornithology	BIOL	419	143-102-R0509		15.00	NEW	15.60	4%	433018	Field trip expenses/lab consumables	Fee increased to offset inflationary costs associated with transportation costs & consumables.

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New Fees on Existing Courses (continued) - MSU IS WITHDRAWING ALL NEW FEES ON EXISTING COURSES AS NOTED BELOW.												
	Intro to GIS Science & Catrography	GEOG	211	143-102-R0509		25.00	NEW	26.00	4%	434212	Maint. Of computer lab including new software	Fee to cover expenses associated with the replacement of software & general computer maintenance.
	Adv GIS & Spatial Analysis	GEOG	305	143-102-R0509		25.00	NEW	26.00	4%	434212	Maint. Of computer lab including new software	Fee to cover expenses associated with the replacement of software & general computer maintenance.
	Igneous Petrology	GEOL	306	143-102-R0509		65.50	NEW	68.10	4%	434212	Materials for labs and microscope maint.	Fee increased to offset inflationary costs associated with lab supplies & microscope maintenance.
	Applied GIS & Spatial Analysis	GEOG	411	143-102-R0509		25.00	NEW	26.00	4%	434212	Maint. Of computer lab including new software	Fee to cover expenses associated with the replacement of software & general computer maintenance.
	Tchg Fitns/Phys Actvy Cpt	HDPE	251	143-102-R0509		35.00	NEW	35.00	0%	434014	Field trips & other activity costs	To cover costs of field trip expenses
	Immunology Laboratory	MB	402	143-102-R0509		25.00	NEW	26.00	4%	433077	Consumable microorganisms, chemicals, materials	This course uses quite a lot of chemicals & other materials.
	Laboratory Electronics I	PHYS	261	143-102-R0509		18.40	NEW	19.15	4%	433256	Fee to cover supplies for required lab	Fee increased to offset inflationary costs associated with lab supplies.
	Laboratory Electronics II	PHYS	361	143-102-R0509		18.40	NEW	19.15	4%	433256	Fee to cover supplies for required lab	Fee increased to offset inflationary costs associated with lab supplies.
	Senior Lab	PHYS	461	143-102-R0509		18.40	NEW	19.15	4%	433256	Fee to cover supplies for required lab	Fee increased to offset inflationary costs associated with lab supplies.