

MONTANA BOARD OF REGENTS OF HIGHER EDUCATION
Policy and Procedures Manual

SUBJECT: FINANCIAL AFFAIRS

Policy 940.3 – Mandatory Fees (new) (existing) ~~(removed)~~

Adopted:

NOTES

Board policy

The campuses of the Montana University System may assess student mandatory fees dedicated to the support of the categories listed below. The definitions provided are general descriptions of fee categories and are not intended to replace the specific designated purpose assigned to individual campus fees at the time they were approved.

BOR Policy 940.12.1 defines a Mandatory Fee as: “[those] assessed to all students registering at the campuses, regardless of the academic program or course of study chosen by the student” (unless explicitly exempted by another Board of Regents Policy).

Mandatory Fee Categories

- A. Athletic Fees– support intercollegiate athletic programs and allow the student to be admitted to campus athletic events to the extent deemed practical by the campus administration.
- B. Building and Facilities Fees–support the repayment that financed the construction and/or remodeling of buildings, as well as for operations and maintenance.
- C. Building and Facilities (Non-resident only) fees– non-resident students pay an additional amount towards building costs.
- D. Computer/Technology Fees– support campus-wide technology infrastructure, including computing equipment, software, and maintenance, as well as computer networks and related infrastructure/systems.
- E. Equipment Fees– support the purchase, maintenance, or lease of equipment which will provide a primary benefit to an educational program including libraries. and other related capital acquisitions.
- F. Health Service Fees– support the campus health center or provide students with medical, dental, counseling or health enhancement services.
- G. Library Fees–support library operations, including the purchase of library acquisitions, books, manuscripts, monographs, electronic resources, and other materials for the Library, as well as expanded hours of operation.
- H. Recreation Fees– allow student access to campus recreation facilities and support other recreational activities offered on campus, which may include intramural sports. Funds may be used to operate and maintain recreational facilities.

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Establishes one policy that provides for all mandatory fees



Sets a framework, categories, and definition for mandatory fee



Strives to clear up policy clutter and outdated procedures

- I. Student Government/Activity Fees– support the operations and activities of student government, which may include student transportation related fees, radio, student newspapers, or recycling/sustainability.
- J. Student Support Fees– support the operation of academic support services and centers.
- K. Student Union Fees– support operations, or deferred maintenance projects or long-term debt of student union buildings.

Approval Requirements – the mandatory fees listed below contain specific Board of Regents approval requirements.

- 1. Building Fee Uses *(previously Policy 940.9.3)*
 - A. When a construction project to be financed by new or existing building fees in an amount more than \$200,000, an election or survey of student opinion shall be conducted by the duly constituted student government organization on the proposition. The determination of which means of ascertaining student views is to be used shall be made by the campus administration in consultation with the student government.

~~Before any existing building fee payable by students is increased, a similar election or survey shall be held and report made-~~

~~All affected students shall be afforded the opportunity to be polled on the proposition~~

- B. The president or chancellor of a campus shall report the result of the election or survey to the Commissioner of Higher Education who shall apprise the Board of Regents of it to assist the Board in making its decision regarding the establishment of a new fee or major construction.

- 2. Computer Fee Uses *(previously Policy 940.23)*

~~Each student enrolled in the regular instructional program (including summer session) at a campus of the Montana University System may be assessed a per semester credit hour computer fee consistent with the number of credits assessed for registration fees and tuition. The amount of the fee must be approved by the Board of Regents as part of the annual inventory of fees for each campus-~~

~~The computer fee shall be deposited in a separate Plant Fund account and may be expended in accordance with the following procedures-~~

~~Expenditures shall be made for the purchase or lease of computer equipment, software, maintenance or related items which will benefit the instructional program. Expenditures may not be made for recurring personal services-~~

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Over time, some fees were approved with BOR requirements and others were not

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Statement is covered in policy 506.1, redundant

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Policy clutter, new framework above covers this

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Campuses maintain record of the specific purpose related to creation of each fee

- A. Each chief executive officer shall establish procedures which include a computer fee advisory committee made up of a minimum of 50% students to provide for student advice in the use of these funds.

~~The chief executive officer of a campus may authorize expenditures from computer fee funds up to \$10,000.~~

~~Expenditures between \$10,000 and \$25,000 may be authorized by a chief executive officer with the approval of the Commissioner of Higher Education.~~

~~Expenditures over \$25,000 shall be approved by the Board of Regents.~~

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Outdated, arbitrary amounts

- B. 10% of all collections shall be reserved on campus for system-wide projects for the benefit of all campuses; provided, however, that these reserved funds may be utilized for campus or unit projects with the approval of the Commissioner of Higher Education. The funds may be released by the Commissioner to the individual campuses upon yearly review.

~~An annual report on the use of the computer fee shall be submitted to the Commissioner of Higher Education and the Board of Regents upon request.~~

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Clutter, not needed

3. Equipment Fee Uses *(previously Policy 940.26)*

~~Each student enrolled in the regular instructional program (including summer session) at a campus of the Montana University System may be assessed a per semester credit hour equipment fee consistent with the number of credits assessed for registration fees and tuition. The amount of the fee must be approved by the Board of Regents as part of the annual inventory of fees for each campus.~~

~~The equipment fee shall be deposited in a separate Plant Fund account and may be expended in accordance with the following procedures:~~

- A. Each chief executive officer shall establish procedures which include an equipment fee advisory committee made up of a minimum of 50% students to provide for student advice in the use of these funds.

~~The chief executive officer of a campus may authorize expenditures from equipment fee funds up to \$10,000.~~

~~Expenditures between \$10,000 and \$25,000 may be authorized by a chief executive officer with the approval of the Commissioner of Higher Education.~~

~~Expenditures over \$25,000 and commitments for bonding or lease/purchase agreements shall be approved by the Board of Regents.~~

~~Commitments for bonding or lease/purchase agreements must be approved by the Board of Regents.~~

~~An annual report on the proceeds, expenditures, and pledged commitments of the equipment fee shall be submitted to the Commissioner of Higher Education and the Board of Regents upon request.~~

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Policy clutter, new framework above covers this

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Aligns with computer fee requirements and general aligns with campus practices

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Outdated, arbitrary amounts

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Procedures already exist in policy

4. Student Government/Activity Fee Uses *(previously Policy 940.8)*

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Clutter, not needed

A. ~~Student activity fees at campuses of the Montana University System, as established by prior action of the Board of Regents, shall not be considered as earmarked funds in Board policy.~~ The budgets and funds in the possession of the associated student government associations of the Montana University System, including student activity fees, shall be allocated by only the officials of the respective student government. These allocation processes will be pursuant to the Associated Students Constitution of the campuses, as approved by the campus's chief executive officer. No impairment of existing contractual obligations shall occur in the allocation of such funds.

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Outdated

~~B. Students enrolled in the Law School are exempted from paying the regular student activity fee. Such students shall, however, pay the Law School activity fee as provided by Item 210-108, April 14, 1969.~~

Also: Policy 940.28 - Athletic Fees, is encompassed by this new policy

~~The campuses of the Montana University System may assess students an athletic fee dedicated to the support of intercollegiate athletic activities only under the following conditions.~~

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Policy clutter, new framework above covers this

- ~~A. The campus administration requests the Regents to approve a fee and indicates the amount of the proposed fee; and~~
- ~~B. The results of a recent campus referendum or vote of the student governing body of the proposed fee are made known to the Board; and~~
- ~~C. The Regents authorize the fee.~~

~~III. Applicability~~

~~Montana State University and the University of Montana may assess students taking 7 or more credits an athletic fee of \$30.00 per semester dedicated to the support of intercollegiate athletic activities. Payment of this fee shall allow the student to be admitted to campus athletic events to the extent deemed practical by the campus administration.~~