

**ITEM 106-105-R0300      FY2001 Changes to Inventory of Fees; Montana University System**

**THAT:**                      The Board of Regents authorizes the Montana University System Campuses to assess the following listed fees for FY2001.

**EXPLANATION:**            In March 1999 the Board of Regents authorized an average 4% tuition increase for each year of the FY 2000, FY2001 biennium, to be applied as the tuition differential proposal. Mandatory fee increases for FY2001 were also preliminarily approved by the Board, with individual campus fees approved above a 3% total mandatory fee level. The following campus requests are for changes to both the mandatory fees and the miscellaneous fees that were authorized by the Board of Regents last year. There are no proposed tuition changes. The fee changes are being submitted at the March meeting in order to provide student and other public comment on the proposed changes prior to the submission of the complete Inventory and Validation of Fees publication at the May 2000 Board of Regents meeting.

The mandatory fee changes are:

**University of Montana:**

Montana Tech – Equipment Fee

Montana Tech – Computer Fee

Missoula – Student Health Services Fee

Helena COT – Student Government Fee

**Montana State University:**

Billings – Library Fee

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**University of Montana  
Western Montana College**

No changes from the FY2001 level previously approved by the Board.

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**University of Montana  
Montana Tech**

As a science/engineering focused institution, Montana Tech finds that its needs for expenditures in the areas of computers and equipment are rising at a rate substantially faster than the rate of inflation.

**Equipment Fee:** The current equipment fee is \$2.30/sch (up to a maximum of 12 credits). The fee generated \$110,000 in FY2000. The campus needs, as determined by the Deans Council, is on the order of \$350,000 per year. With support from the General Fund budget and from the Montana Tech Foundation, we are able to meet 33% of the need. The proposal would be to increase the fee to \$4.05 /sch in FY2001 and to request an increase to \$4.90 in FY2001. If both changes are approved, 67% of the need would be met. The balance would be derived from the Foundation and the General Fund.

Currently needed equipment is not being purchased and obsolete equipment is not being replaced. The increasing technological sophistication of our programs requires that this situation be immediately addressed. An increase in the equipment fee is the preferred method as it insures that the income will be dedicated to solving the identified problem.

**Computer Fee:** The current computer fee is \$3.00/sch (up to a maximum of 12 credits). The fee generated \$142,500 in FY2000. The campus needs, as determined by the Deans Council and the Computer Committee, is on the order of \$310,000 per year. The General Fund budget and the Montana Tech Foundation currently meet 25% of the need. The proposal would be to increase the fee to \$3.25/sch in FY2001 and to request an increase to \$4.90 in FY2002. If both changes are approved, 75% of the need would be met. The balance would be derived from the Foundation and the General Fund.

The need to increase the Computer Fee may on the surface seem unwarranted given the continuing decline in the cost of workstations. However, that decline has been more than made up by increasing need for servers, network infrastructure, and shortened life cycle of the hardware and software. In technical fields (and all of our majors except one are technically focused), it is critical that students receive training in the latest software. Current software requires current hardware. The latest generation workstations run at 700 MHz while machines four years ago ran at 100 MHz. In addition, memory (both RAM and disk) requirements have increased proportionately. Instead of the current four-year rotation, we are being forced to go to a three-year rotation on most of our machines.

The need for additional fee revenue is critical to the quality of our programs and our graduates. The increase for FY2001 would be a maximum of \$24 per semester, or a 7% increase in mandatory fees over the FY99 base.

**Montana Tech of the University of Montana has followed the protocol agreed upon by Montana Tech and the Associated Students of Montana Tech for the participation in mandatory fee decisions. The protocol for implementing Board of Regents' Policy 506.1 was approved at the November 1999 Board of Regents meeting.**

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## University Of Montana Missoula

### New/Increased Non-Course Fees

<u>Fee Name</u>	<u>Current Amount</u>	<u>Proposed Amount</u>
<i>Application Processing Fee Pharmacy/Physical Therapy</i>	\$40.00	\$50.00 Maximum

Justification: Increase Physical Therapy application processing fee to \$50.00 so we can keep pace with increased printing, mailing and reviewing costs.

<b>Dual Placement Fee (ISEP)</b>	<b>NEW</b>	<b>\$350.00</b>
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Justification: Collected when a student requests two consecutive placements at different institutions at the time of the initial application.

<b>Orientation Fee</b>	<b>\$50.00 Maximum</b>	<b>\$65.00 Maximum</b>
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Justification: Since the inception of the fee in 1991, there have been no increases. Consequently, the increase is necessary to cover inflationary costs that have steadily risen over nine years. Orientation Fees cover all program expenses related to orienting new students, staff support, materials, postage, academic advising, meals, and special events. Staff support includes services provided by Advocates, a student organization whose members serve as orientation group leaders and activity coordinators. The Associated Students of The University of Montana endorsed the proposed increases on 9 February 2000.

<b>Participation Fee (ISEP)</b>	<b>\$250.00</b>	<b>\$275.00</b>
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Justification: Due to the fact that the Central Office of the International Student Exchange Program (ISEP) has raised the Participation Fee from \$250 to \$275, our office needs authorization to collect \$275 from the selected applicant of the ISEP Program.

<b>Pharmacy Professional Program Fee</b>	<b>\$3,500.00</b>	<b>\$3,600.00</b>
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Justification: Increase the Pharmacy Professional Program Fee from \$3,500 to \$3,600 per year commencing with and phased in with the entering class Fall 2000. The fee will remain \$3,500 for all present students. The increase is needed to allow for the acquisition of specialized pharmaceutical education information technology equipment and to provide enhanced off-campus clinical training sites for students.

<b>Placement Extension Fee (ISEP)</b>	<b>NEW</b>	<b>\$100.00</b>
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Justification: Collected when a participant extends the ISEP placement (e.g. from a semester to a full-year placement or from one year to the next).

<b>Student Health Services Fee</b>	<b>\$124.25</b>	<b>\$129.00</b>
<b>Health Service Part Time Fee</b>	<b>NEW</b>	<b>\$ 20.00</b>

Justification. The Associated Students of The University of Montana endorsed the Health Fee increases on 2 February 2000. The 3.8 percent increase of the mandatory Health Fee for students enrolled for seven or more credits covers pay plan increases and inflationary operating expenses.

The Health Fee for students enrolled for six or fewer credits allows for equitable cost sharing of mandated public health services provided to the entire student community, regardless of credit load. These services include, but are not limited to, monitoring and enforcing state immunization requirements, drug/alcohol abuse prevention programs, rape/assault prevention and recovery programs, campus blood-borne pathogen safety training, campus bio-hazardous waste safety training, campus crisis management planning, campus health assessments and campus health education presentations.

**The University of Montana, Missoula has followed the protocol agreed upon by The University and the Associated Students of The University of Montana for the participation in mandatory fee decisions. The protocol for implementing Board of Regents' Policy 506.1 was approved at the November 1999 Board of Regents meeting.**

**Deleted Fees:**

<b>Fashion Sales and Marketing Field Trip</b>	<b>\$100.00 Maximum Per Course</b>	<b>DELETE</b>
<b>Respiratory Therapy Technology Conference Registration Fee</b>	<b>\$45.00 Maximum</b>	<b>DELETE</b>

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## University of Montana Helena College of Technology

**Student Government Fee**

The Associated Students of the Helena College of Technology of the University of Montana (ASHCT) propose the student government fee charged to each student each semester be increased from \$3 to \$10.

The official motion reads, "ASHCT proposes to increase the student government fee from \$3 to \$10 per semester. This increase will allow ASHCT to have student representation on MAS, and will allow ASHCT to provide other services to HCT students." The motion passed fourteen to one.

With this increase in funding, ASHCT will have the money to send our executives to all MAS meetings and reimburse them accordingly. In addition to better student representation on a statewide level, ASHCT would like to fund other activities and provide additional resources for students. These resources may include improvements on our Donaldson campus student center by providing things such as new couches and a television. ASHCT would also like to increase the dollar amount and number of scholarships ASHCT offers to students.

Other allocations of the proposed funds would enable ASHCT to fund more student activities such as intramural sports. ASHCT also hopes to support more student organizations monetarily.

**Helena College of Technology of The University of Montana has followed the protocol agreed upon by Helena College of Technology and the Associated Students of Helena College of Technology for the participation in mandatory fee decisions. The protocol for implementing Board of Regents' Policy 506.1 was approved at the November 1999 Board of Regents meeting.**

## Montana State University Bozeman

<u>COURSE</u>	<u>NAME</u>	<u>CURRENT</u>	<u>PROPOSED</u>	<u>EXPLANATION</u>
ARCH 355		390.00	540.00	Add Seattle field trip (to support two city (Seattle/Portland) trip)
ARCH 457		320.00	20.00	Remove Seattle field trip
ARCH 551		580.00	730.00	Increase to support east coast travel
ARCH 552		580.00	730.00	Increase to support east coast travel
ARCH 554		580.00	730.00	Increase to support east coast travel
ARCH 559		580.00	730.00	Increase to support east coast travel
BIOL 410		30.00	40.00	Increased cost in handling and storing cadavers
GEOL 423C	Field Geology	400.00	450.00	Additional mileage and different field localities
HHD 145	Fly Tying	15.00	25.00	Add two field trips
HHD 161	Nordic/AlpineSki	90/60	93/88	Skiing instructors
HHD 476		-	16.00	Liability Insurance for interns in health-related fields
MEDS 511	Gross Anatomy	175.00	200.00	Increase cost of transporting cadavers
MEDS 531	Anatomy of the Head and Neck	175.00	200.00	Increase cost of transporting cadavers
MSG 100	Outdoor Survival	10.00	20.00	New component to certify CPR and First Aid
MSG 203	Military History Staff Ride Fee	-	50.00	Convert single day field trip to a two-day field trip
VTMB 411		-	20.00	Replaces VTMB 330 - course fee of \$50
VTMB 412		-	10.00	Replaces VTMB 330 - course fee of \$50
VTMB 413		-	10.00	Replaces VTMB 330 - course fee of \$50
VTMB 414		-	10.00	Replaces VTMB 330 - course fee of \$50
VTMB 421		-	30.00	Replaces VTMB 430 - course fee of \$50
VTMB 422		-	20.00	Replaces VTMB 430 - course fee of \$50

	ISEP Placement Fee	250.00	275.00	Increase By ISEP
	Montpellier Study Abroad	3,708.00	3,800.00	Increased living expenses and Franc exchange rate

## **Montana State University**

### **Billings**

Montana State University – Billings is submitting its fee requests as approved by the Board of Regents last summer with the following exceptions:

- Graduation Application Fee
- Field Experience Fee
- Mandatory Library Fee
- Motor Vehicle Registration Fee Increase
- Compass Placement Test (Retake or non-student)

#### **The Graduate Application Fee Justification**

Currently, only students who have earned a bachelor's degree at a campus other than MSU-Billings pay an admission application fee of \$30 for graduate studies. We are proposing that all students applying for admission to graduate studies will pay a \$40 application fee. The current graduate studies application fee at UM is \$45, and the fee at MSU-Bozeman is \$50. This fee will be used by the Office of Graduate Studies and Research to design, print, and disseminate recruiting materials for our expanding number of graduate programs. Currently, there is no budget for this activity and we have added four graduate programs since the original fee was approved. These funds will also be used to assist in funding the academic advisement needed for graduate students.

#### **The Field Experience Fee Justification**

Student teaching is an intense experience for both students and mentors. As student teachers gradually assume full responsibility for a classroom or course, the mentor must release the role as leader in the classroom/course, assist student teachers in their effort to become the "teacher", and must ensure quality of instruction by an apprentice for the students. Mentors plan with students before class, observe instruction, and coach student teacher reflection at the end of the day. Mentoring a student teacher means intense one-on-one instruction in addition to regular teaching responsibilities, but the stipend currently offered to mentors is minimal and has not changed since 1957.

Similarly, university supervision for student teaching is more involved. Supervisors are expected to make a minimum of one visit per month to observe student teachers and to conference with both student and mentor. The \$100 fee proposed for student teaching will help to increase the stipend for mentors and pay the stipend for supervisors.

Students electing to complete double majors, for example, elementary education and special education, are required to satisfactorily complete two (2) student teaching experiences. The course fee for student teachers in both major areas will be \$150.

Students enrolled in the junior level methods classes enroll in a lab experience requiring field experience hours. Site mentors guide students throughout their 20 to 60 hours in a classroom setting. At the junior level, mentors do more than introduce students to the classroom environment; mentors scaffold students as they practice various methods of teaching. Mentors assume primary responsibility for student supervision and evaluation, while university supervisors serve as site liaisons. Site mentors for junior students have previously never received

#### **Field Experience Fee justification continued**

any compensation for their work. The proposed \$75 lab fee would help to defray the cost of compensation offered to site mentors for their services.

At this point, we are not requesting a new course fee for the sophomore level practicum required of all teacher education students.

In summary, a field experience course fee of up to \$100, \$150 in the case of double majors (elementary education and special education), is needed in order to assist in paying student teaching supervisors and student teaching mentors at a level that will reward them for their efforts and encourage them to continue this important service for the University. These new course fees are pass through fees that we collect and pay out to student teaching supervisors and student teaching mentors. We believe these fit the new definition of course fees.

## **Mandatory Library Fee Justification**

***Because Montana State University Billings is so far away from funding its library at the goal of 6% of budget, the Commissioner of Higher Education has recommended approval of a Library Fee for Fiscal Year 2001 only, then rolling the fee into tuition for FY2002.***

MSU Billings proposes a Library fee for one year, FY2001, and then rolling the fee into the next tuition increase. The revenue from the Library Fee will help fund Library support and send a positive message to students and faculty. The current discussions with students are for a fee of \$10 per student per semester plus summer session. The fees collected will, if approved, be directed into library acquisitions, books, manuscripts, monographs, and other collections. ASMSU-Billings student leadership has indicated tentative support for this proposal.

The implementation of the new Library fee, for one year, followed by a roll over of the fee into our next tuition increase will help address both the immediate situation and will also assist in our efforts to work toward the 6% Library funding goal proposed for future operating budgets.

**Montana State University Billings has followed the protocol agreed upon by MSU Billings and the Associated Students of MSU Billings for the participation in mandatory fee decisions. The protocol for implementing Board of Regents' Policy 506.1 was approved at the November 1999 Board of Regents meeting.**

## **Compass Placement Test (Retake or non-student)**

This fee would be a total of \$15. All new students enrolling at MSU-Billings may take the ACT Compass Placement Test at no charge. The first administration of the test is included as part of the New Student Orientation Program.

Students retaking the ACT Compass Placement Test (Math or Writing) will be charged \$15 for each additional administration of the test. Students may only retake the test once. Students who have not applied for admission to MSU-Billings will be charged \$15 to take the ACT Compass Placement Test/s. This service is available for students planning to attend some other university and/or students who take the test to meet the Ability-to-Benefit (ATB) requirements.

## **Motor Vehicle Registration Fee**

This is a recommended increase of \$5 per semester or \$10 per year. This increase is necessary with the addition of the parking garage. Additional funds are needed to help with the repayment of the bonds used to fund the parking garage, pay for the additional lighting, operation, and maintenance needs of the parking garage.

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# **Montana State University Northern**

## **Implement an Internet Fee**

Implement an Internet fee of \$21 per credit to support the increased services provided to students.

Montana State University Northern's College of Nursing submitted a proposal to eCollege.com in order to develop and deliver the Bachelor of Science in Nursing degree completion program online. The grant award enables the faculty to begin training and preparation to offer the courses fall, spring and summer sessions in academic year 2000-2001.

eCollege.com is a publicly traded company that provides the online Internet architecture, training, technical design consultants, and technical support to develop a "campus without walls." The advantage to Northern is access to an effective system including student and support services beyond the resources of the University. The advantage to the student is access to degree

completion by "anyone, anytime, anyplace," a delivery approach important to citizens of north central Montana with its vast expanse between the small communities established in this region.

MSUN is responsible for compensating eCollege.com \$120 per student registration to provide student services and HelpDesk support to students and faculty.

### Distance Learning Fee Increase

Increase the distance delivery fee from \$15 per credit hour to \$20 per credit hour effective Summer Semester 2000.

Montana State University-Northern is on the cutting edge of distance delivery in the United States. Our interactive television network (NorthNet) provides students at 60 sites access to a college education that otherwise would not be possible. This ability does not come without a price. Northern began offering its first distance delivery courses in the Fall of 1995. At that time, a distance delivery fee of \$15 per credit hour was assessed to students enrolling in NorthNet courses. In spite of a 3% inflation rate, the distance delivery fee has not increased since it was first established in 1995.

Northern's distance students receive almost all of the benefits provided to our on-campus students. These services include admissions, registration, fee payment, library services, financial aid, academic advising, bookstore access and grade reports. In addition, Northern's distance students receive publicity and schedules for distance courses, information packets, appropriate course materials, and missed course video tape services. On-site proctors to ensure test security, long distance telephone charges, postage and fax costs, computer labs and monitors, repair and maintenance of equipment, and faculty travel to distance sites are all additional expenses for the distance delivery program.

## Montana State University Northern Distance Learning Justification Worksheet

	Northern Interactive Video	Northern Internet
<b>Identified Costs</b>		
Line Charges	\$ 56,900	
Internet Service Fees		\$ 40,950
Postage	\$ 3,000	
Long Distance Charges	\$ 3,000	\$ 480
Site Staffing	\$ 14,013	
Rent	\$ 9,600	
Technical Equipment Operator	\$ 24,034	
Faculty Travel	\$ 6,934	
R&R for Equipment	\$ 6,600	
<b>Total Additional Costs</b>	<b>\$ 124,081</b>	<b>\$ 41,430</b>
Total Student Credit Hours	1,725	780
<b>Gross Costs per SCH</b>	<b>\$ 72</b>	<b>\$ 53</b>
<b>Freed up Costs Calculations</b>		

<b>Physical Plant Operations</b>		
CUR physical plant for FY00	\$ 1,147,750	\$1,147,750
Total Student Credit hours	46,020	46,020
Gross Physical Plant per SCH	\$ 25	\$ 25
Square Footage of General Fund Buildings	344,042	344,042
Square Footage of Classroom and Public space of above	206,425	206,425
Per SCH deduction prorated for Public and Classroom space	\$ 15	\$ 15
<b>Athletics</b>		
Athletics CUR for FY00	\$ 445,966	\$ 445,966
Athletic Fee Waivers	\$ 314,820	\$ 314,820
Total Athletics	\$ 760,786	\$ 760,786
Total Student Credit hours	45,017	46,020
Total Athletics	\$ 17	\$ 17
Total Freed Up Costs	\$ 32	\$ 32
<b>Net Per SCH Distance Delivery Fee</b>	\$ 40	\$ 21
<b>Requested Fee</b>	<b>\$ 20</b>	<b>\$ 21</b>

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**Montana State University  
Great Falls College Of Technology**

No changes from the FY2001 level previously approved by the Board.

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