





University of Connecticut  
*Office of the Vice President and  
Chief Financial Officer*

November 14, 2006

TO: Members of the Board of Trustees

FROM: Peter J. Nicholls   
Provost

Lorraine M. Aronson   
Vice President and Chief Financial Officer

**SUBJECT: BIENNIUM FISCAL YEARS 2008 AND 2009 ACADEMIC MATERIALS FEES FOR THE UNIVERSITY OF CONNECTICUT, STORRS AND REGIONAL CAMPUSES**

**RECOMMENDATION:**

That the Board of Trustees approve adjustments to certain Academic Materials Fees for Biennium Fiscal Years 2008 and 2009 as follows. Creation of new fees: Pharmacy Practice Major Fee and Avery Point Maritime Studies Major Fee, and Course Fees for Pharmacy Labs, Plant Science, Animal Science and Geography. Increases to the following fees: Law Library/Information Technology Major Fee and Course Fees for Applied Music and Plant Science. Additionally, a technical correction to the Nursing Major Fee changing it to a Course Fee is recommended.

**BACKGROUND:**

Beginning in 2002, the University embraced a new student fee review process. Three categories of fees were established: (1.) Institutional Fees, which require central administrative approval, such as Tuition, Room, Board, Infrastructure Maintenance Fee and self-supporting programs; (2.) Academic Materials Fees, which are for consumables and instructional materials that are specific to a particular course or major; and (3.) Student Fees, which include the General University Fee and student activity and service fees. Senior Management charged a permanent committee with promoting a fee structure for the academic and student fees that supports excellence, provides comprehensive procedures, and is uniform without sacrificing efficiency and flexibility. Membership of the committee is comprised of students, faculty, and administrative representatives. The fee proposals were presented to and approved by the Vice President and Chief Financial Officer and the Provost.

See attached schedule for summary of recommended annual Academic Materials Fees.

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# University of Connecticut (Storrs and Regionals)

## Summary of Recommended Academic Materials Fees

Fiscal Years 2007-2009

Academic Materials Fees are assessed for essential consumables and instructional materials that are specific to particular courses and majors. These fees are recommended by the Academic Materials Sub-Committee of the Student Fee Advisory Committee.

	Fee per Semester				
	FY 2007 Approved	FY 2008 Proposed	% Increase	FY 2009 Proposed	% Increase
<b>Major Fees</b>					
Pharmacy Practice (PHRM 212)		\$95	New	\$95	0.00%
Law Library/Information Technology	\$64	\$66	3.13%	\$68	3.03%
Nursing <sup>A</sup>	\$10	\$0	-100.00%	\$0	0.00%
<b>Course Fees<sup>B</sup></b>					
Applied Music (121, 122, 222, 323)-per 1/2 hour	\$115	\$150	30.43%	\$175	16.67%
Applied Music (121, 122, 222, 323)-per 1 hour	\$230	\$300	30.43%	\$350	16.67%
Pharmacy Lab (214, 235)		\$10	New/Level 1	\$10	No Increase
Pharmacy Lab (244, 247)		\$20	New/Level 2	\$20	No Increase
Pharmacy (209-Heartsaver CPR)		\$35	New/Level 3	\$35	No Increase
Plant Science (230, 235)	\$50	\$75	Increase/Level 5	\$75	No Increase
Plant Science (292)		\$50	New/Level 4	\$50	No Increase
Animal Science (219)		\$75	New/Level 5	\$75	No Increase
Animal Science (253)		\$50	New/Level 4	\$50	No Increase
Geography (237)		\$10	New/Level 1	\$10	No Increase
Geography (230, 330)		\$20	New/Level 2	\$20	No Increase
Nursing (219, 221, 239, 279, 289) <sup>A</sup>		\$10	New/Level 1	\$10	No Increase
<b>Major Fees</b>					
<b>Annual Rates</b>					
Avery Point - Maritime Studies		\$25	New	\$25	No Increase

<sup>A</sup> The School of Nursing is requesting a technical correction; changing the fee from a major fee each semester to a course fee. This correction more accurately reflects material costs with students taking the courses.

<sup>B</sup> Course Fees are assessed at pre-determined levels unless the fee existed prior to the Academic Materials Fees process.

Level 1 = \$10, Level 2 = \$20, Level 3 = \$35, Level 4 = \$50, Level 5 = \$75

## Academic Materials Fees

The Academic Materials Fees Committee has reviewed and by consensus, endorsed the enclosed set of recommendations and adjustments for FY 2008 and FY 2009. On behalf of the Committee, the following recommendations are being forwarded for your consideration.

### Fine Arts

#### Applied Music Course Fee - Courses 121; 122; 222; 323

*Recommendation:* Approval of \$150 (½ hour/wk) and \$300 (hour/wk) per semester in FY 2008 and \$175 (½ hour/wk) and \$350 (hour/wk) per semester in FY 2009. This fee existed prior to implementation of the Academic Materials Fees process and is therefore “grand fathered”.

*Purpose:* To provide resources that allow effective instrumental learning for the undergraduate students taking courses in the Music department.

*Justification:* Some of the expenses include rental of music, musical equipment, equipment maintenance and repair, piano tuning, scores, and parts.

### Pharmacy

#### Pharmacy Practice- Major Fee

*Recommendation:* Approval of \$95 per semester for students in PHRM 212 beginning in FY 2008.

*Purpose:* For course materials used in training students.

*Justification:* P3 students will be certified by the American Pharmacists Association for the Pharmacist Immunization Certificate Program. This allows them to immunize people coming into the pharmacy for flu shots, etc.

#### PHARM 235 - Course Fees

*Recommendation:* Approval of \$10 per semester.

*Purpose:* Laboratory supplies and consumables used.

*Justification:* With over 100 students per semester taking this course, with seven labs, the fee will help to defray costs of consumable lab items.

#### PHARM 214 - Course Fees

*Recommendation:* Approval of \$10 per semester.

*Purpose:* For additional laboratory supplies.

*Justification:* There are 14 advanced practice labs wherein each student makes typically 3 preparations for 10 of the sessions. During the remaining 4 labs, students do special projects with additional supplies needed for each student.

#### PHARM 247 - Course Fees

*Recommendation:* Approval of \$20 per semester.

*Purpose:* For laboratory supplies and consumables used in required lab.

*Justification:* With seven practice labs wherein each of 100 students make typically 3 preparations, there are additional consumables used in many of the labs.

#### PHARM 244 - Course Fees

*Recommendation:* Approval of \$20 per semester.

*Purpose:* For laboratory supplies and consumables used in required lab.

*Justification:* This is an intensive sterile compounding lab. The fee will help defray costs of consumable lab items.

### PHARM 209 - Course Fees

*Recommendation:* Approval of \$35 per semester.

*Purpose:* For Heartsaver CPR.

*Justification:* This is a required training program for all students. Training is provided by the American Heart Association and the fee covers the cost of text, resuscitator, exams, handouts and instructor. This certification is required prior to all rotations.

### Agriculture & Natural Resources

#### Plant Science - Course Fees for PLSC 230 & 235

*Recommendation:* Currently \$50 per semester, approval of an increase to \$75 per semester.

*Purpose:* To cover costs for consumables.

*Justification:* While the cost of fresh flowers has not significantly increased, the costs of insurance, fuel, labor and other related expenses have significantly increased, resulting in higher prices charged by vendors. With students making 12 arrangements per course, this will help to defray costs.

#### Plant Science - Course Fees for PLSC 292

*Recommendation:* Approval of \$50 per semester.

*Purpose:* To cover costs for consumables.

*Justification:* The objective of this course is to familiarize students with the basic experimental methods for the major research areas of plant tissue culture. This is a hands-on class with a lecture and a laboratory component. For each lab session we prepare specific media depending on the plant tissue of study. Therefore a broad list of consumables is needed.

#### Animal Science Course Fees - ANSC 253

*Recommendation:* Approval of \$50 per fall semester.

*Purpose:* To defray the cost of purchasing of raw materials and sanitation fees.

*Justification:* Animal food products require two lab sections. This lab utilizes hands-on experimental student learning and as a result, requires significant material input. Each section consists of 9 separate labs that require materials and supplies to be used by students and not retained afterwards, therefore they must be disposed.

#### Animal Science Course Fees - ANSC 219

*Recommendation:* Approval of \$75 per semester.

*Purpose:* For supplies for laboratory in reproductive physiology.

*Justification:* There are approximately 90 students each spring taking this course. Trips to a Wyallusing, PA slaughterhouse to obtain fresh reproductive tracts for the lab is involved along with the purchase of many lab supplies, field trips, testing materials, and video purchases.

### Liberal Arts & Sciences

#### Geography Course Fees - GEOG 237

*Recommendation:* Approval of \$10 per semester.

*Purpose:* To defray the cost of the Environmental Planning and Management field trips.

*Justification:* Field trips are taken during the semester and the cost of van hire for transporting students has increased. This would defray the costs of the van hire.

#### Geography course Fees - GEOG 230/330

*Recommendation:* Approval of \$20 per semester.

*Purpose:* To defray the Fluvial Geomorphology field trip costs.

*Justification:* Field trips are taken during the semester and the cost of van hire for transporting students has increased. This would defray costs of the van hire.

## **School of Law**

### **Law Library/IT - Technology Fee Increase**

*Recommendation:* Currently \$64 per semester, approval of an increase of \$2 per year. This fee existed prior to implementation of the Academic Materials Fees process and is therefore “grand fathered”. The request is to increase \$2 per semester for an increase to \$66 FY 2008 and \$68 FY 2009.

*Purpose:* Enables students to take advantage of all the computer technology available on campus.

*Justification:* In a society that relies increasingly on electronic sources of information, technology is a vital underpinning to both the study and practice of law. The school’s students utilize a variety of technological tools as they learn the law and prepare for legal practice.

## **Avery Point**

### **Maritime Studies - Major Fee**

*Recommendation:* Approval of \$25 per year.

*Purpose:* For Maritime Studies majors to obtain an individual membership to the Mystic Seaport Museum.

*Justification:* Student members will benefit greatly by visits and benefits of the Seaport. This fee will extend the ability for MAST majors to utilize resources, including giving them access to the resources of the G.W. Blunt Library, with its outstanding maritime related collection of books and archival materials, and the state-of-the-art collections research center. By making the Seaport available to the students, it becomes an extension of our campus, allowing students to incorporate this unparalleled local resource into their education.

## **Nursing**

### **Nursing – Change from a Major Fee to Course-specific Fees**

*Recommendation:* Approval of a change from a \$10 per semester major fee beginning in the 4<sup>th</sup> semester to course specific fees of \$10 each for N221, N219, N239, N279 and N289.

*Purpose:* This technical correction is requested to avoid overcharging students who have the required number of semesters (4) but are not yet enrolled in the courses that warrant the fee. The fee is used to defray lab and medical supply costs.

*Justification:* The total amount charged will be the same as with the major fee.

## **Limits-Course Fees**

Unless a fee existed prior to the implementation of the Academic Materials Fees process and is therefore “grand fathered”, course fees are required to be at one of the following levels listed below. The department proposing the fee must demonstrate to the committee that the per-student expense for materials as described in this document is greater than or equal to the specified fee level.

- Level 1 - \$10
- Level 2 - \$20
- Level 3 - \$35
- Level 4 - \$50
- Level 5 - \$75