



February 26, 2014

TO: Members of the Board of Trustees

FROM: Richard D. Gray  
Executive Vice President for Administration and Chief Financial Officer

Mun Y. Choi  
Provost and Executive Vice President for Academic Affairs

RE: Fiscal Year 2015 Academic Materials Fees for the University of Connecticut,  
Storrs and Regional Campuses

RECOMMENDATION:

That the Board of Trustees approve a schedule of Academic Materials Fees for Fiscal Year 2015 as follows: creation of new course fees (Marine Sciences, Medical Laboratory Sciences, Molecular and Cell Biology and Nursing) and adjustments to major or course fees (Business, Allied Health Sciences and Marine Sciences).

BACKGROUND:

The University has an established student fee review process that categorizes the fees as follows: (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 permanent committees 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. The committees are comprised of students, faculty, and administrative representatives. These fee proposals were presented to and approved by the Provost and Executive Vice President and the Executive Vice President for Administration and Chief Financial Officer.

See attached schedule for summary of recommended Academic Materials Fees.

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**University of Connecticut - Storrs and Regional Campuses**  
**Summary of Recommended Academic Materials Fees**  
**Fiscal Years 2014-2015**

Academic Materials Fees are assessed for essential consumables, instructional materials and other direct costs (such as equipment rentals and field experiences) that are specific to particular courses and majors. These fees were recommended by the Academic Materials Fee Committee to the Provost and Executive Vice President and the Executive Vice President for Administration and Chief Financial Officer.

	<b>FY 2014 Current</b>	<b>FY 2015 Proposed</b>	<b>Increase</b>	<b>Notes</b>
	<b>Fee Per Semester</b>			
<b><u>Major Fees</u></b>				
Business	\$35	\$10	(\$25)	Decrease
<b><u>Course Fees<sup>A</sup></u></b>				
Allied Health Sciences (DIET 4365)	\$50	\$75	\$25	Increase/Level 5
Marine Sciences (MARN 1160 and 4160)	\$0	\$75	\$75	New/Level 5
Marine Sciences (MARN 3014)	\$0	\$10	\$10	New/Level 1
Marine Sciences (MARN 4898)	\$50	\$0	(\$50)	Elimination
Medical Laboratory Sciences (MLSC 3301, 3333, 4301, 4311, 4321, 4341, 4351, 4371)	\$0	\$75	\$75	New/Level 5
Molecular and Cell Biology (MCB 3413)	\$0	\$50	\$50	New/Level 4
Nursing (NURS 5409)	\$0	\$75	\$75	New/Level 5

<sup>A</sup> Course Fees are assessed at pre-determined levels unless the fee existed prior to the Academic Materials Fees process. There is flexibility at level 3 and below to charge actual cost upon approval by the committee. Level 1 = \$10, Level 2 = \$20, Level 3 = \$35, Level 4 = \$50, Level 5 = \$75

## University of Connecticut - Storrs and Regional Campuses Academic Materials Fees (AMF)

The Academic Materials Fees Committee has reviewed and, by consensus, endorsed the following recommendations and adjustments for FY 2015. The following recommendations are forwarded by the Provost and Executive Vice President and the Executive Vice President for Administration and Chief Financial Officer for your consideration.

### Major Fees

#### Business

##### *Business*

**Recommendation:** To eliminate the current \$35 Business majors fee for juniors and seniors, and to approve a \$10 per semester major fee for all undergraduate and full-time MBA students.

**Purpose:** To cover the costs of the Wall Street Journal, Financial Times, Lynda.com and Interview Stream subscriptions and resources.

**Justification:** The purpose of the current Business majors fee is no longer justified as the University has a central Technology Fee. The proposed \$10 fee will cover subscription costs and interview resources for undergraduate and full-time MBA students.

### Course Fees

#### Agriculture & Natural Resources

##### *Allied Health Sciences*

**Recommendation:** To approve a new course fee of \$50 for DIET 4365.

**Purpose:** To cover mileage expenses for supervisors of clinical students at practice sites across Connecticut.

**Justification:** Students complete supervised practice at sites all around Connecticut and they must be visited by UConn faculty and staff on a regular basis. Mileage costs have increased, as well as the number of practice sites.

##### *Medical Laboratory Sciences*

**Recommendation:** To approve a new course fee of \$75 for MLSC 3301, 3333, 4301, 4311, 4321, 4341, 4351, and 4371.

**Purpose:** To cover consumable laboratory expenses.

**Justification:** The actual cost of consumables provided is \$1,050 per student.

#### Liberal Arts & Sciences

##### *Marine Sciences*

**Recommendation:** To approve new course fees of \$75 for MARN 1160 and 4160, and to eliminate the \$50 course fee for MARN 4898.

**Purpose:** To cover consumable diving supplies expenses.

**Justification:** The approximate cost per student is \$223 in MARN 1160 and \$398 in MARN 4160. With the fees in MARN 1160 and 4160, the fee in MARN 4898 is no longer necessary.

### *Marine Sciences*

**Recommendation:** To approve a new course fee of \$10 for MARN 3014.

**Purpose:** To cover field trip costs.

**Justification:** This fee was linked previously to the course fee in MARN 1002, which was eliminated prior to FY 2013. The elimination of the course fee for MARN 3014 was in error.

### *Molecular & Cell Biology*

**Recommendation:** To approve a new course fee of \$50 for MCB 3413.

**Purpose:** To cover consumable lab supplies expenses.

**Justification:** The approximate cost per student is \$59.90.

### Nursing

**Recommendation:** To approve a new course fee of \$75 for NURS 5409.

**Purpose:** To provide access to the Typhon clinical data tracking system which documents student achievement of clinical elements required for national certification.

**Justification:** Data will be available to students for three years after graduation, and data can be used while seeking employment.