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DATE: January 15, 2020
TO: Daniel M. White, Chancellor
FROM: Amanda Wall, Interim Associate Vice Chancellor for Financial Services
RE: UAF Fee Structure Recommendation

I am pleased to submit this consolidated fee recommendation on behalf of the UAF Tuition and Fee Committee. At the University of Alaska Fairbanks (UAF), mandatory student fees are charged in a variety of ways (appendix A):

- Flat fees assessed at a credit threshold;
- Dynamic fees calculated per credit level and capped at a certain amount;
- Campus-specific fees (differing rates depending on which campus the student is attending).

Due to the complexity of fee assessment, it is challenging to provide students an accurate and complete cost of attendance. As part of UAF's efforts to increase student retention and success, the Tuition and Fee Committee proposes that UAF move to a consolidated fee model starting in the fall 2020 semester.

Impact to Students

Under the consolidated fee model, students taking courses on the UAF main campus, at the Community and Technical College (CTC) and through Summer Sessions & LifeLong Learning will be charged a \$50 fee per credit hour, capped at 15 credits/\$750 (appendix B). College of Rural and Community Development (CRCD) students will be charged an \$18 fee per credit hour, capped at 15 credits/\$270. The typical Fairbanks-based student will see a 37% reduction in fees at 3 credits, 50% at 6 credits, 21% at 12 credits and 5% at 15 credits (where it will be capped). By assessing the fee to all students across the board, most students will pay less in fees.

Under the new consolidated fee structure, all students will see the same charges and have access to the same services (expanded access to student mental health services, access to ASUAF benefits, additional student programming, etc.), which will make eligibility transparent for all students.

Naturally Inspiring.

UA is an AA/EQ employer and educational institution and prohibits illegal discrimination against any individual:
www.alaska.edu/titleXcompliance/nondiscrimination

The benefits of a consolidated fee include, but are not limited to:

- Increased student success by modeling fees equitably
- Predictable and competitive cost (easier for cost comparisons)
- Reduced confusion for students, faculty, and staff
- Periodic review of the fee makes departments more conscientious of the student impact when the fee is increased
- Departments can better estimate revenue based on enrollment
- Aligns with fee structures at UAA & UAS, promoting a sense of cohesion (UAA current proposed consolidated fee is \$44.50 per credit for Anchorage courses & UAS Juneau consolidated fee is \$47 per credit; UAS Sitka & Ketchikan is \$25 per credit)

Revenue

UAF fees currently bring in approximately \$6.14M annually. The proposed consolidated fee is estimated to bring in \$8.17M annually (based on AY18-19 enrollment), which should prevent a need to increase the fee for several years while still providing UAF with the ability to expand needed services (i.e. telehealth services for rural campus students, etc.). The consolidated fee will include existing UAF fees as well as the eCampus and Summer Sessions fees. Revenue will be split out by percentages at the time of assessment and automatically distributed to each department. Because the Network fee is based on a percentage of tuition, it will not be part of the consolidated fee. With the new consolidated fee, students will see two charges for UAF fees on their accounts; one for the consolidated fee and one for the network charge.

Reviews and Increases

The committee recommends a 5% increase, rounded to the nearest dollar, to the consolidated fee every three years in order to keep up with increasing expenses. By limiting the increase to every third year, many students will only experience one increase in their time at UAF.

Attached is a fee request/change form (appendix C) and an outline for an annual fee review (appendix D) that departments may use. The annual fee review consists of a questionnaire submitted by departments that receive revenue via the mandatory fees. The questionnaire provides information regarding fee revenue earned during the fiscal year, what it was spent on, and how these activities support UAF's mission. The purpose of this annual review is to ensure that departments that earn revenue from mandatory fees are using these dollars to promote continual growth and aid to the students and the university.

UAF Current Fee Structure

Fee	Credits	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
ASUAF		0	0	42	42	42	42	42	42	42	42	42	42	42	42	42	42	42	42
SUSTAINABILITY		0	0	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20
ATHLETICS		10	20	30	40	50	60	70	80	90	100	110	120	120	120	120	120	120	120
HEALTH CENTER		0	0	0	0	0	150	150	150	150	150	150	150	150	150	150	150	150	150
STUDENT ACTIVITIES & SERVICES		0	0	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75
RECREATION		0	0	0	0	0	135	135	135	135	135	135	135	135	135	135	135	135	135
LIBRARIES & DIGITAL RESOURCES		5	10	15	20	25	30	35	40	45	50	55	60	65	70	75	75	75	75
TRANSPORTATION FACILITIES		0	0	22	22	22	22	22	22	22	22	22	22	22	22	22	22	22	22
NETWORK FEE 4% OF TUI (based on lower division for this example only)		9	18	27	36	45	54	63	72	81	90	99	108	117	126	135	144	153	162
TECHNOLOGY		5	10	15	20	25	30	35	40	45	50	55	60	60	60	60	60	60	60
TOTAL FEES		35	70	264	299	334	654	689	724	759	794	829	864	884	904	924	939	954	969

CTC ONLY FEES	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
ASUAF - CTC ONLY	0	0	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5
RECREATION - CTC ONLY	0	0	0	0	0	75	75	75	75	75	75	75	75	75	75	75	75	75

SUMMER FEES	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
CAMPUS ACTIVITY SUMMER	2	4	6	8	10	12	14	16	18	20	22	24	26	28	30	32	34	36
HEALTH CENTER SUMMER	0	0	0	0	0	100	100	100	100	100	100	100	100	100	100	100	100	100
SUSTAINABILITY - SUMMER	0	0	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10



UNIVERSITY OF ALASKA FAIRBANKS
Mandatory Fee Request/Change Form

Request forms are completed by fiscal officers and approved by directors and vice chancellors before submission to the Tuition & Fee Committee. Requests are to be made by November 30th of each academic year with the necessary documentation to support the request. After the submission period, the committee will review requests. Requests will be approved or denied prior to the publishing of the fall semester class schedule in March, as all new or modified fees will be enacted at the beginning of a new academic year.

Fee requests must comply with University Regulation.

Department: _____

Request Type: __ Create New Fee __ Modify Fee Distribution __ Stop Fee Distribution

Fee Name: _____ Fee Amount: _____ Change in Fee Distribution: _____

Brief Fee Description: _____

- Required Back-up:
__ Rationale for creation/modification of fee.
__ Detailed explanation of what fee supports.
__ Five year breakout of department revenue and expenditures.
__ Financial report of department activities over the past five years.

Fund Code: _____ Org Code: _____

Fiscal Officer: _____ Signature: _____ Date: _____

Director: _____ Signature: _____ Date: _____

Vice Chancellor: _____ Signature: _____ Date: _____

Board of Regents Policy 05.10.070

B. In general, student fees should have a direct relationship to the associated service, activity, or course and be based upon the estimated cost of providing the services or benefit. These fees should not exceed, on a long-term basis, the actual cost of the service or activity for which the fee is assessed. Course fees and use and service fees shall be charged only for the purpose of meeting expenses beyond those normally covered by tuition at the respective campus. In certain instances, however, certain administrative fees may be established at amounts unrelated to the cost of providing the service in order to encourage or discourage specific behavior or usage, or to accomplish other administrative or programmatic objectives.

Policies continued on reverse side.



UNIVERSITY OF ALASKA FAIRBANKS Mandatory Fee Request/Change Form

University Regulation 05.10.070

B. Course, use, service, and administrative fees may be established if the respective chancellor or designee determines that such fees are reasonable and appropriate. Each chancellor will establish a process for approval and continuing or periodic review of student fees, which documents the rationale for assessment of the fee, amount of the fee, the estimated annual revenue, the proposed use of receipts from the fee, and the proposed effective date of any new or revised fee. The process for continuing review shall provide for student comment and input, including notice to students of any course-related fees and their purpose at the beginning of each semester, and inclusion of a request for the level of satisfaction with the value received for such fee as part of the student's teacher/course evaluation.

C. Course fees shall have a direct relationship to the supplemental cost of providing the course, such as the cost of expendable items that normally cannot be economically or conveniently purchased by students in amounts required for individual use or for the use of specialized instruments, laboratory, and other equipment.

I. All student fees, including student government fees, course fees, use and service fees, and administrative fees, to the extent feasible, shall be published with the semester course schedules, student handbooks, and registration instructions. Each MAU shall maintain a web site that identifies all student fees and discloses for each the amount of the fee, its purpose, the basis for calculation or assessment, and an explanation of the use of the proceeds. The campus academic catalog shall include an information disclosure of the various fees that may be charged to students. Courses listed in the academic catalog that traditionally or normally have an associated course or other fee shall be noted as such with a specific designator that will direct the reader to the appropriate web site that contains up-to-date fee information.

J. Fees must be established far enough in advance to be published in the semester course schedule. No unpublished fees or fee increases shall be charged to students, unless the reason for not publishing the fee was beyond the control of the department receiving the proceeds and the fee or fee increase is specifically authorized by the respective chancellor. This approval authority may not be delegated beyond the provost or vice chancellor.



UNIVERSITY OF ALASKA FAIRBANKS
Annual Fee Review

Department: _____ Fee Name: _____ Distribution: _____

FY2019 Fee Revenue: _____ Prior Fiscal Year Revenue: _____

What activities did this revenue support for the fiscal year?

Four horizontal lines for text entry.

What impact on activities occurred due to changes in fee revenue between fiscal years?

Four horizontal lines for text entry.

What is the department's plan to continue to support enrollment, recruitment, and retaining students for the University of Alaska Fairbanks?

Four horizontal lines for text entry.

If applicable, list the events you held, the amount spent and the number of students served at each event:

Table with 4 columns: Event, Amount of Event, # of students served, Impact. Contains 3 empty rows for data entry.