



June 1, 2016

CHANCELLOR NICHOLAS B. DIRKS**RE: RECOMMENDATIONS AND ANNUAL REPORT FROM CHANCELLOR'S ADVISORY COMMITTEE ON STUDENT SERVICES AND FEES**

The Chancellor's Advisory Committee on Student Services and Fees (CACSSF) respectfully submits this annual report as a summary of key student fee issues from 2015-16. **Specific recommendations on allocations of new Student Services Fee funding and Miscellaneous Student Fees are in bold.**

Background

The Chancellor's Advisory Committee on Student Services and Fees (CACSSF) was convened in 2006. The committee regularly advises the Chancellor and senior administration on student services funding and fee issues. The committee supports students through multi-year planning, closer partnerships with administration, and a coordinated process on student fees. CACSSF's voting membership includes nine student representatives (three each from the ASUC, Committee on Student Fees and Graduate Assembly), six representatives from campus administration, and two Academic Senate-appointed faculty members.

Student Services Fee

CACSSF strongly recommends that newly available recurring Student Services Fee funds be allocated as follows with funding beginning on July 1, 2016:

Department	Proposal	Brief Summary	Recurring costs
African American Initiative	African/Black Conversations	Provide lecture series to promote the matriculation and retention of Black students	\$10,000
African American Student Development Office	Black Resource Center	Establish resource center to provide support and services	\$15,000
ASUC	Berkeley Forum	Fund nonpartisan speaker forums	\$3,500
Berkeley Hope Scholars Program	Interim Housing Fund	Provide funding so students who are current/former foster youth and/or homeless have housing year-round	\$15,000
Career Center	Support for EOP and SAGE students	Provide networking and professional skills building activities targeted at low-income, first generation students	\$25,743
Centers for Educational Equity and Excellence	Food Security	Expand the UC Berkeley food pantry	\$8,000
Centers for Educational Equity and Excellence	Health Opportunity Fund	Create fund to cover medical and mental health expenses for students in financial need	\$50,000
Centers for Educational Equity and Excellence	Transfer Transition Program	Provide targeted transition support to Educational Opportunity Program transfer students	\$33,300
Centers for Educational Equity and Excellence	Underground Scholars Initiative	Provide support, community and services to students who were previously incarcerated	\$15,000
Disabled Students Program	Tactile Maps	Provide new maps and pens to allow students with visual impairments to navigate campus	\$1,500
Educational Opportunity Program	Graduation Gown Lending Program	Provide free rental of graduation cap, gown and tassel for students facing hardship	\$10,000

Department	Proposal	Brief Summary	Recurring costs
Gender Equity Resource Center	Queer Cal Pals	Connect incoming students with current student partners	\$19,050
Gender Equity Resource Center	Wonder Women Weekly	Create weekly spaces for campus women to come together for tool sharing and learning	\$10,950
Graduate Assembly	Empowering Women of Color Conference	Continue student conference to discuss issues affecting women of color	\$17,450
Graduate Assembly	Getting into Graduate School Mentoring Program	Train graduate students to mentor undergraduates to pursue and persist in applying to graduate school	\$50,000
Graduate Assembly	Women of Color Initiative	Fund programming and advocating for graduate women of color	\$30,100
Multicultural Community Center (MCC)	MCC Signature Programs	Continue funding for cross-cultural and cross-community programming and projects	\$65,000
Re-entry Student Program	Academic Achievement Counselor	Hire an academic achievement counselor to support re-entry students	\$60,225
Student Affairs Case Management Office	Case Manager	Convert 2-year contract to permanent position and provide emergency grant funds for students in crisis	\$109,500
Undocumented Students Program	Immigration Attorney	Convert limited appointment attorney to career positions to provide free legal support to undocumented students	\$50,700

Background

The Student Services Fee (SSF), like tuition, is set by the Regents. Per UCOP policy, SSF revenue "shall be used to support services and programs that directly benefit students and that are complementary to, but not a part of, the core instructional program. These services and programs include, but are not limited to, operating and capital expenses for services related to the physical and psychological health and well-being of students' social, recreational, and cultural activities and programs; services related to campus life and campus community; technology expenses directly related to the service; and career support."

During 2015-16, SSF was increased by 5% systemwide. Per UCOP, the additional funds were to be allocated as follows: one-third return to financial aid, one-third to student mental health services approved by UCOP, and one-third to other critical student services. CACSSF conducted a thorough, two-step proposal process for the new \$600,000 in recurring funding available for critical student services. The committee prioritized programs and projects that have an established track record of effectively providing services to students.

This fall, CACSSF also distributed \$500,000 in one-time funding from its annual discretionary funds allocation to support student service initiatives. Between the two proposal processes, committee members devoted over thirty hours each to this process.

Miscellaneous Student Fees (MSF)

There were two requests for new miscellaneous student fees (MSF), two proposals for increases and one request to eliminate a fee. **CACSSF recommends the following actions:**

Department	Fee	Brief Summary	Recommended Action
Controller's Office	Deferred Payment Plan Fee	Fee for students who elect the option to pay registration fees in five monthly installments. Proposed increase from \$40 to \$60.	Approval
Controller's Office	Late Fee	Late fee assessment on student billing accounts. Proposed increase from \$20 to \$25.	Approval
Controller's Office	e-Check Convenience Fee	Convenience fee for using the online e-Check method. Proposed elimination of fee.	Elimination as requested
Controller's Office	Credit Card Convenience Fee	Third party vendor fee for student accounts paid by credit card. New 2% fee.	Approval

Department	Fee	Brief Summary	Recommended Action
Music Department	Practice Room Fee	New \$20 fee for non-music majors to access practice rooms in Morrison Hall.	Approval

Background

MSF are fees and service charges that may be assessed to students for purposes such as: covering the cost of non-instructional services or materials; encouraging compliance with administrative rules; replacing or repairing equipment damaged by students beyond normal wear and tear; recovering costs through rental charges for student use of University-owned tools, musical instruments, or other equipment; or covering the cost of other materials or services necessary to provide a special supplemental educational experience of direct benefit to the student.

Campus-Based Fees

Campus-based fees are mandatory fees charged to all students. With the exception of the Life Safety Fee which does not require a vote by students, campus-based fees are voted on during student referenda and ultimately must be approved by the Chancellor and UCOP.

During April 2016, students approved two potential fee referenda. The following two were approved by students:

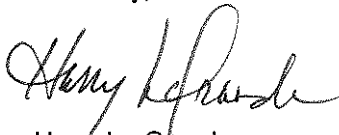
- The Ink Initiative Student Fee will provide operating costs to the Daily Californian. This \$2.50 per semester fee will replace the current \$2 fee.
- As a result of renewal, The Green Initiative Fund (TGIF) will continue to fund projects that improve and support campus sustainability efforts in areas such as transportation, energy and water efficiency, habitat restoration, environmental and food justice, and waste reduction.

Assuming your approval and that of UCOP, collection of these fees will begin in fall 2016.

Course Materials and Services Fees

The Course Materials and Services Fees (CMSF) Committee recommends fee proposals to the Chancellor. Currently, we have 102 approved CMSF's across 17 departments. For 2016-17, the committee is recommending increases to thirteen existing fees, the creation of two new fees, and the decrease of two existing fees. The Budget Office will transmit those recommendations from the CMSF Committee separately.

Sincerely,



Harry Le Grande
Co-Chair
Chancellor's Advisory Committee
on Student Services and Fees



Michelle Chan
Co-Chair
Chancellor's Advisory Committee
on Student Services and Fees

Attachments

- cc: EVCP Christ
VC Nasir
VC Koshland
Interim VC Bidy
AC Gilman
AVC-CFO Rae
AVC Heller
Graduate Dean Doyle
Chancellor's Advisory Committee on Student Services and Fees