



June 22, 2023

CHANCELLOR CAROL T. CHRIST

**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 and recommendations from 2022-2023. **Specific recommendations requiring approval are in bold.** Following your approvals, the Office of the CFO will communicate with UCOP as appropriate.

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.

CACSSF Recommendations

1) As previously approved by the student body, three compulsory campus-based fees (the Recruitment and Retention Fee, the Educational Opportunity and Equity Fee (GOLD) and the Campus Climate and Equity Fee may request an annual inflationary adjustment, subject to review by CACSSF and your approval. The Recruitment and Retention Fee has requested an increase of \$1.25 per semester per undergraduate student, the Campus Climate and Equity (Big C) Fee has requested an increase of \$1.00 per semester per undergraduate and graduate student, and the Educational Opportunity and Equity Fee (GOLD) Fee has an increase of \$0.75 per undergraduate and graduate student. The Lower Sproul Fee has an increase of \$45 per semester per undergraduate and graduate student. The Campus Health Fee, Student Basic Needs Fee and Wellness Fee also have fee increases for 2023-24; each of these has its own approval process. CACSSF recommends these increases this year but notes that this is a result of unusually-high inflation and hopes that the fee increases in future years can be minimized. **A schedule of campus-based fees for 2023-24 is in Attachment A and requires your signature before transmission to UCOP. CACSSF recommends approving these increases as requested.**

Additional Highlights

2) As detailed in our letter to you in February 2023 and included in Attachment B, CACSSF voted to recommend the elimination of the Late Add and Late Drop Miscellaneous Student Fee (MSF). We understand based on the last correspondence we received from your office that you would like CACSSF to engage with the Council of Undergraduate Deans (CUD) in the Fall 2023 to determine feasibility and

impact of removing these two Miscellaneous Student Fees. CACSSF will consult all relevant stakeholders, including Office of the Registrar, Student Information Systems, and CUD in early Fall 2023.

3) During Spring 2023, CACSSF adopted a set of By-Laws that will govern the internal functions of the Committee, which will include operating principles for voting, proxies, and decision making processes for the grantmaking process. The adoption of these By-laws were an iterative process that included both a summer workgroup as well as three respective subcommittees composed of students and administrative representatives.

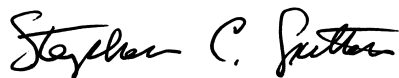
4) During 2022-23, CACSSF conducted a spring grant-making cycle and allocated approximately \$750,000 dollars in one-time funding from its discretionary fund to support student service initiatives. Due to budgetary constraints and mandated salary increases for all Student Student Services (SSF) funded positions, the Committee does not recommend any new recurring projects. Funded projects are in Attachment C.

In recent years, budgetary constraints and increasing personnel costs have impacted the student fee ecosystem. As we look ahead to the future, it will be imperative for CACSSF to holistically review all ongoing SSF allocations. The Committee anticipates beginning this holistic review in the Fall, with the potential of sunsetting some SSF commitments. We appreciate your careful consideration of these recommendations. Please know that we are available to discuss any of this information in greater detail.

Sincerely,

Stephen C. Sutton, Ed.D.
Co-Chair

James Weichert
Co-Chair



Attachments A-E

cc: EVCP Hermalin
VC Matos
VP O'Reilly
VP García Bedolla
VC Fisher
VC Rae
VC Yelick
AC Griscavage
AVC Stanich

Attachment A Campus Based Fee Schedule

UC Berkeley Campus-Based Student Fees as of 5/30/23

| Berkeley Campus Fee – consists of: | Expiration date | Fee Increases (see notes) | PROPOSED 2023-24 UNDERGRADUATES | | | PROPOSED 2023-24 GRADUATES | | |
|---|-----------------|------------------------------|---------------------------------------|--------------------|-------------------|----------------------------------|--------------------|------------------|
| | | | Per Semester | Academic Year | Summer 2024 | Per Semester | Academic Year | Summer 2024 |
| | | | 1. ASUC Fee (includes AMP Initiative) | see notes | annually adjusted | \$ 34.00 | \$ 68.00 | \$ 3.00 |
| 2. Student Center Fee | no expiration | static | \$ 6.00 | \$ 12.00 | \$ 3.00 | \$ 6.00 | \$ 12.00 | \$ 3.00 |
| 3. Ethnic Studies Fee | no expiration | static | \$ 2.25 | \$ 4.50 | \$ - | \$ 2.25 | \$ 4.50 | \$ - |
| 4. Life Safety Fee | Summer 2024 | static | \$ 46.00 | \$ 92.00 | \$ 23.00 | \$ 46.00 | \$ 92.00 | \$ 23.00 |
| 5. Recruitment and Retention (STARR) Fee | no expiration | annually adjusted | \$ 28.75 | \$ 57.50 | \$ - | \$ - | \$ - | \$ - |
| 6. Campus Health Care Fee | no expiration | annually adjusted | \$ 92.75 | \$ 185.50 | \$ 61.00 | \$ 92.75 | \$ 185.50 | \$ 61.00 |
| 7. The Green Initiative Fund (TGIF) Fee | Spring 2027 | fixed increases | \$ 10.00 | \$ 20.00 | \$ 10.00 | \$ 10.00 | \$ 20.00 | \$ 10.00 |
| 8. Lower Sproul Plaza Fee | no expiration | fixed increases | \$ 306.00 | \$ 612.00 | \$ 153.00 | \$ 306.00 | \$ 612.00 | \$ 153.00 |
| 9. Save the Daily Cal Initiative Fee | Summer 2027 | fixed increases | \$ 6.00 | \$ 12.00 | \$ 2.50 | \$ 6.00 | \$ 12.00 | \$ 2.50 |
| 10. Wellness Fee | Spring 2045 | annually adjusted | \$ 212.75 | \$ 425.50 | \$ 162.50 | \$ 212.75 | \$ 425.50 | \$ 162.50 |
| 11. Educational Opportunity & Equity (GOLD) Fee | no expiration | annually adjusted | \$ 20.75 | \$ 41.50 | \$ - | \$ 20.75 | \$ 41.50 | \$ - |
| 12. Campus Climate & Equity (Big C) Fee | Spring 2027 | annually adjusted | \$ 33.00 | \$ 66.00 | \$ - | \$ 33.00 | \$ 66.00 | \$ - |
| 13. Housing Security Fee | no expiration | annually adjusted | \$ 4.50 | \$ 9.00 | \$ 4.50 | \$ 4.50 | \$ 9.00 | \$ 4.50 |
| 14. Student Basic Needs Fee | Summer 2029 | annually adjusted | \$ 17.25 | \$ 34.50 | \$ 11.50 | \$ 17.25 | \$ 34.50 | \$ 11.50 |
| 15. Graduate Assembly Fee | Spring 2030 | static | \$ - | \$ - | \$ - | \$ 33.00 | \$ 66.00 | \$ - |
| subtotal | | | \$ 820.00 | \$ 1,640.00 | \$ 434.00 | \$ 790.25 | \$ 1,580.50 | \$ 431.00 |
| 16. Class Pass Fee - Transit | Summer 2029 | fixed increases | \$ 105.00 | \$ 210.00 | \$ 52.50 | \$ 105.00 | \$ 210.00 | \$ 52.50 |
| Total Mandatory Campus-Based Fees | | | \$ 925.00 | \$ 1,850.00 | \$ 486.50 | \$ 895.25 | \$ 1,790.50 | \$ 483.50 |

Notes:

gold Student fee referenda passed by student vote; subject to Chancellor and UCOP approval

blue Requested increases that require approval from VC Student Affairs (Wellness) or Chancellor (STARR, GOLD, Big C, Housing Security)

- ASUC Fee:** The \$6 increase to the ASUC Fee paid by undergraduates only is dedicated to SUPERB programming ("AMP Adjustment"). The AMP Adjustment is automatic based on the annual CPI-SF rate. Given the small fee level, an inflation factor is applied using a compounded inflation rate, rounding down to the closest \$0.25 per semester. The AMP Adjustment expires in Spring 2029.
- Recruitment and Retention:** Increase is recommended by Student Oversight Committee based on City of Berkeley's Annual General Adjustment index; reviewed by CACSSF; and approved by the Chancellor.
- Campus Health Care:** Increase is recommended by Health Fee Advisory Board based on annual US BLS inflation rate for physician and clinical services and approved by VC Student Affairs.
- Wellness:** Increase is recommended by the Wellness Fund Advisory Committee (WFAC) based on multiple inflation rates; reviewed by CACSSF; and approved by VC Student Affairs per Delegation of Authority memo dated August 26, 2015.
- Educational Opportunity & Equity:** Increase is recommended by Fee Oversight Committee up to 3% per year to adjust for inflation; reviewed by CACSSF; and approved by the Chancellor.
- Campus Climate & Equity:** Increase is recommended by the EICE Fee Advisory Board up to 3% based on CPI-SF rate; reviewed by CACSSF; and approved by the Chancellor.
- Housing Security:** Increase is recommended by Housing Initiative Student Fee Oversight Board up to 2.8% per year for inflation and approved by the Chancellor. Given the small fee level, an inflation factor is applied using a compounded inflation rate, rounding down to closest \$0.25 per semester and \$0.50 per summer.
- Student Basic Needs:** Increase is automatic based on annual inflation rate.

Carol T. Christ

Carol T. Christ, Chancellor

7/7/2023

Date

Attachment B

Letter recommending the Elimination of the Miscellaneous Student Fee(MSF) Late Add & Late Drop Fee

UNIVERSITY OF CALIFORNIA, BERKELEY

BERKELEY

DAVIS • IRVINE • LOS ANGELES • MERCED • RIVERSIDE • SAN DIEGO • SAN FRANCISCO • SANTA BARBARA • SANTA CRUZ



CHANCELLOR'S ADVISORY COMMITTEE ON STUDENT SERVICES AND FEES

February 22, 2023

CACSSF Recommendation to Chancellor RE: Elimination of Late Drop and Late Add Fees

Dear Chancellor Christ,

We write to inform you that the Chancellor's Advisory Committee on Student Services and Fees (CACSSF) voted on February 2, 2023 to recommend the permanent elimination of the \$10 Miscellaneous Student Fee (MSF) charged to students who drop a class past the drop deadline (the "late drop fee"), as well as the \$5 Miscellaneous Student Fee (MSF) charged to students who add a class past the add deadline (the "late add fee") The Committee voted unanimously in favor of this recommendation.

Pursuant to Berkeley policy on Miscellaneous Student Fees¹, CACSSF has the authority and responsibility to recommend the establishment, elimination or modification of MSFs to the Chancellor for final approval. The Committee initially voted in late November to recommend the temporary waiver of the fees for the remainder of the fall 2022 semester due to the need for increased flexibility for students in navigating the end of the semester during the strike of academic student employees. While the short timeline of last December did not allow for the waiver to be implemented in time, these discussions spurred a desire to see the two fees permanently eliminated.

In its meeting on February 2, the Committee discussed the benefits and potential drawbacks of the elimination of these fees. CACSSF was unanimous in its view that the late drop and late add fees do little to alter student behavior regarding the dropping and adding of courses^{2, 3}, and that the fees, though small, are not insignificant in their financial impact on students, especially low-income students. Moreover, the annual revenue generated by these fees is relatively small, and CACSSF questions whether this revenue outweighs the cost of administering the fee. Overall, it is the Committee's opinion that student action regarding classes should be shaped by policy, not by financial penalties.

Similarly to its recommendation from November, CACSSF proposes a 'best effort' approach to the phase-out of the two fees. While we urge you to approve the elimination of the late drop and late add fees with immediate effect, we understand that making such a change in the middle of the semester

¹ [Berkeley Campus Policy and Procedures on Miscellaneous Student Fees](#)

² We also note that there are and would continue to be policy restrictions for late drops and late adds, which are limited by all undergraduate colleges and schools.

³ The timeline of when these fees are assessed also does not align with the policy timeline for late drops and adds. It is therefore possible to be assessed a \$10 "late drop" fee for dropping a course before the Week 4 course drop deadline. The drop isn't "late", yet a fee is still assessed.

presents its own logistical challenges. We hope that the phase-out will be implemented by the start of the fall 2023 semester at the latest, but are nevertheless open to conversations regarding an earlier sunset (and potential repayment of the fees assessed this semester). The Committee will consult with key stakeholders such as the Office of the Registrar, Office of the Chief Financial Officer (CFO), and Student Information Systems (SIS) regarding any concerns or challenges they may see related to the elimination of these fees.

\$5 and \$10 are, in the grand scheme of the campus' student fee landscape, very small amounts. Yet the late drop and late add fees can accumulate over a student's time at Berkeley, and create the impression among students that the campus views them not as students, but as customers. In short, we see in the elimination of these fees the opportunity to move away from an academic system regulated by financial penalties, and towards one where student actions are shaped by campus policy and guided by high-touch advising services and trust in students' own decision-making. It is also worth noting that we believe that the elimination of these fees is in alignment with EVCP Hermalin's "Reducing Bureaucratic Burden" initiative, as it will save both the time and expense of managing these financial penalties. In sum, the revenue that would be lost by the elimination of the late drop and late add fees is small, and so we hope that you will concur with CACSSF's assessment that these fees should no longer exist.

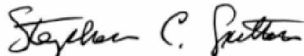
We are available to discuss this further, as needed.

Sincerely,



James Weichert

Co-Chair, Chancellor's Advisory Committee on Student Services and Fees
ASUC Academic Affairs Vice President



Stephen C. Sutton EdD

Co-Chair, Chancellor's Advisory Committee on Student Services and Fees
Vice Chancellor for Student Affairs

Attachment C
CACSSF Discretionary Fund Allocations

Allocations for Fiscal Year 2022-23

CACSSF conducted a spring 2022 grant-making cycle and allocated approximately \$750,000 dollars in one-time funding from its discretionary fund to support student service initiatives. Grants are to be utilized between July 1, 2023 and June 30, 2024.

| Department / Organization | Program / Service | Brief Description | Amount |
|---|--|--|--------------|
| RSO: Outsiders | Outsiders: Limitless Exploration for Students of Color | This RSO aims to eliminate physical and economical barriers preventing POC from exploring the outdoors by hosting free events such as rock climbing, snow trips, kayaking trips etc. Requesting funding to waive member fees that are used to pay for trips. Serves students of color and low income students. | \$20,000 |
| Student Legal Services | Student Legal Services | Proposal to provide support to Student Legal Services offices, which provides students advise on legal questions, rights, and obligations. This proposal will seek to expand funding for 1.0 Contract FTE staff attorney to directly serve students. | \$184,114.00 |
| ASUC: Student Advocate's Office | Student Advocate's Office Caseworker Support | Proposal to provide stipends to caseworkers in the ASUC Student Advocate's Office. Funds will go towards caseworkers (\$500 per semester), and Directors (\$1,000 per semester). Some of the goals of funding are to implement a stronger outreach strategy to historically marginalized groups of graduate and undergraduate students across campus. | \$73,000.00 |
| RSO: (multiple) CHE, PAHC, BSHAA, AAPIHRG, Cal UPHC | Minorities in Health Conference | This proposal will support the Minorities in Health Conference servicing current, prospective, and graduate students of historically marginalized minority communities. Conference supports students interest in pre-health or healthcare professional pathways | \$7,571.78 |
| Graduate Assembly | Graduate Assembly Mutual Aid Fund | The GA Mutual Aid Fund is an emergency and opportunity aid fund that awards a cap of \$1000 to graduate students who successfully apply. There are two primary categories of awardees: Emergency The primary purpose of this fund is to offer financial assistance to graduate and professional students who are in or have recently experienced a personal emergency. | \$146,194 |
| ASUC: Office of the President | Multicultural Initiative Grant | Proposal to fund Multicultural Initiative Grant, which provides funding to registered student organizations (RSOs) to support cultural events on campus. | \$30,000 |
| Graduate Assembly | Graduate Registered Student Organization | This proposal provides operational/event funding for Graduate Student Registered student organizations. Funds will be applied to | \$80,000 |

| | | | |
|--|---|--|-------------|
| | (GRSO) Funding | food costs, room reservations, honoraria for respective graduate student organizations. | |
| RSO: FGLI Grads | First-Generation and Low-Income (FGLI) Identity Development Series | Proposal to support and continue events relating to financial literacy workshops for First Gen and Low Income students. Funds will be applied to catering, venue rentals, and speaker fees | \$6,470.00 |
| Institute for the Study of Societal Issues | Night Out / Night Off for Graduate Students of Color | Proposal to fund Night Out/Night Off (NO/NO) program, which aims to build community amongst graduate students of color. Funds will go towards salary of community engagement fellow (graduate student), student staff (undergraduate + graduate), ticket subsidies, and large/small events in the fall and spring | \$50,000 |
| RSO: Berkeley Food Collective | Double Our Dollars. Double Our Health: Transforming Campus Produce Access | Proposal seeking to support and expand the service provided by the Student Food Collective to provide students with affordable health grocery items. Funding would support providing services to more students and expand variety of products | \$35,220 |
| Alpha Phi Alpha | Alpha Phi Alpha Fraternity, Inc.. Alpha Epsilon Chapter Black Women's Appreciation: Goddess of the Nile Program | Proposal to fund an even entitled Goddess of the Nile program. This proposal will fund catering, live music and awards for respective recipients | \$4,539 |
| Open Computing Facility | OCF Operational Staff Stipends | Proposal to fund stipends for Open Computing Facility student workers. | \$40,437.00 |
| RSO: Nigerian Student Association | Nigerian Students Association Annual Culture Show: The Wedding Party | Proposal to facilitate Culture Show to celebrate Pan-African culture and create a sense of community for Black-identifying students and educational opportunity for campus community. | \$25,000 |
| RSO: Beyond Academia | Beyond Academia - Career Development and Exploration for PhDs | Proposal to fund Beyond Academia annual career exploration conference, which connects current graduate students to hundreds of PhDs working in various industries. We also organize smaller, more focused workshops and panels throughout the year that are tailored to the immediate goals of PhDs and postdocs. Some of the goals of this program are to empower students to be proactive about career choices, and connect UC Berkeley researchers with industry professionals. | \$32,000 |
| UC Berkeley Food Pantry + ASUC | ASUC x Food Pantry: Cultural Food Project | This proposal would expand the inventory of the campus Food Pantries by increasing the variety of ethnic groceries, and supporting marketing to multicultural populations. Team will assess from participants to select inventory and gauge interest. | \$2,633.80 |
| RSO: Iranian Students Cultural Association | Nowruz Show of the Iranian Students Cultural Organization | This proposal will promote iranian cultural awareness among undergraduate students through cultural celebrations, recreational | \$5,620 |

| | | | |
|--|--|---|------------------|
| | (ISCO) | events, and philanthropic events | |
| RSO: East Asian Union | EAU Asian Night Market | Proposal to facilitate an annual Night Market event offering food, performances, and community. Night Market invites 20 pan-Asian RSOs to participate, all community can attend | \$2,200.00 |
| RSO: Black Graduate Engineering & Science Students | Black Graduate Engineering & Science Students (BGESS) Undergraduate Research-Graduate Experience (URGE) | Proposal to further develop URGE program to provide graduate student mentorship and facilitate collaborations between HBCUs. Will also promote mentorship and professional development for current students | \$5,000.00 |
| | | Total Funding | \$750,000 |