Bemidji State University Policies

<table>
<thead>
<tr>
<th>Policy Name:</th>
<th>Student Fee Assessment Policy</th>
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<tbody>
<tr>
<td>Effective Date:</td>
<td>10/1/2008</td>
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<tr>
<th>Policy Owner:</th>
<th>VP for Finance and Operations/VP SDE</th>
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<tbody>
<tr>
<td>Last Review:</td>
<td>6/1/2015</td>
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<tr>
<td>Next Review:</td>
<td>9/1/2016</td>
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**Policy Statement**

Bemidji State University policy states that all student fee allocation recommendations are made by the Student Activities and Fee Allocation Committee (SAFAC) to the Vice President for Finance and Administration. Acceptance and application of such allocations recommendations are the responsibility of the VP for Finance and Administration.

**Scope and Purpose of Policy**

The scope of this policy applies to all fees collected from students in support of specific functions and services to students enrolled at Bemidji State University. The purpose of the policy is to provide student input and direction on how fees may be allocated within the areas of the fee allocation distribution.

**Definitions**

Student Activities and Fee Allocation Committee membership is comprised of nine students, eight of which are selected by the SAFAC chair and approved by Student Senate. The Chair of the Committee shall be appointed by the Student Senate Co-President. The Vice Chair shall be appointed by the current Chair from the current membership and ratified by a majority vote of the committee. The Vice Chair position is a voting position except when serving in place of the Chair. Four non-voting staff: Business Manager, Director of the Hobson Memorial Union, Executive Secretary of SAFAC, and a designee appointed by the Vice President of Student Development and Enrollment.

Athletic, Health Services, Student Activity, and Student Union Student Fees are defined as fees assessed for services to enrolled-on-campus students in one of the following ways: per credit per semester or a per semester flat rate charge.

MSUSA, Technology, Green, and Transcript Fees are defined as fees assessed for services to all enrolled on-campus, on-line, and CEL (Center for Extended Learning) students on a per semester flat rate charge.

**Procedures**

Activities generally funded include men's and women's intercollegiate athletics, campus recreation, music, theater and the Hobson Union Programming Board events. The method and level of student fee assessment is subject to change. For information on the determination of
rates, refer to Minnesota State Colleges and Universities (MnSCU) policy and procedure. For current published rates, refer to BSU tuition and fees website.
**Rationale**
The rationale for this policy is to assure student input in decision making as required by MnSCU policy and to assure that student fees are being allocated in an intentional and equitable process.

**Supporting References**
Bemidji State University Tuition Calculator  
Policies and Procedures Handbook of the Student Activities Fee Allocation Committee (SAFAC)  
[http://www.bemidjistate.edu/?s=Student+Activities+and+Fee+Allocation+Committee](http://www.bemidjistate.edu/?s=Student+Activities+and+Fee+Allocation+Committee)
MnSCU Board Policy 5.11 and MnSCU Board Procedure 5.11.1  