

Bemidji State University Policies

Policy Name: Student Fee Assessment Policy	Effective Date: 10/1/2008
Policy Owner: Vice President for Finance and Administration/ Associate Vice President for Student Life and Success	Last Review: 4/1/2018
	Next Review: 9/1/2021

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 Membership Committee Nine Students: Eight students are selected by the SAFAC chair and approved by Student Senate. The Chair of the Committee shall be recommended by the SAFAC and appointed by the Student Senate president. In order to be eligible, it would be preferred that a student be in SAFAC for at least a full semester before running for Chair position. The Vice Chair shall be appointed by the current Chair from the current membership and ratified by a majority vote of the SAFAC committee. The Vice Chair position is a voting position except when serving in place of the Chair. The Chair will only vote in the event of a tie. There must be at least five voting members to establish a committee.

Four non-voting staff: Business Manager, Director of the Hobson Memorial Union, Executive Secretary of SAFAC, and a designee appointed by the Associate Vice President of Student Life & Success.

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 and Technology Fees are defined as fees assessed for services to all enrolled students on a per credit rate.

Green and Transcript Fees are defined as fees assessed for services to all enrolled 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 (Minnesota State) 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 Minnesota State policy and to assure that student fees are being allocated in an intentional and equitable process.

Supporting References

Bemidji State University Tuition Calculator

http://www.bemidjistate.edu/offices/business/tuition_fees/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>

Minnesota State Board Policy 5.11 and Minnesota State Board Procedure 5.11.1

<http://www.minnstate.edu/board/procedure/511p1.html>