

Fee Category: Category IV (Misc. campus fees) Category V (Self support program fees)

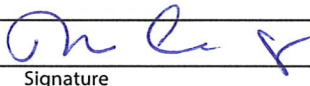
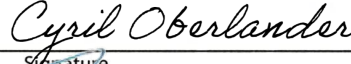
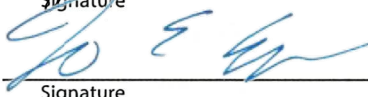

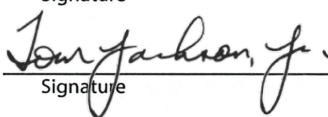
In accordance with the provisions of the California State University (CSU) Executive Order 1102, the President is delegated the authority for the establishment, oversight and adjustment of Category IV and V fees. To facilitate this process, please provide the information requested below.

Required documents for submission of proposal:

- Part 1 - Fee Request Form for appropriate fee category, signed by Requestor, Dean/Director and the divisional Vice President
- Part 2 - Fee Request Narrative
- Part 3 - Financial Data Sheet

I. Request to:	<input type="checkbox"/> ESTABLISH a Campus Fee	<input checked="" type="checkbox"/> ADJUST a Campus Fee
II. Fee Type: (Check each applicable box)	<input checked="" type="checkbox"/> Student Fee	<input type="checkbox"/> Non-Student Fee
III. Name of Fee:	Faculty Led Study Abroad Fee - Nantes, France	
IV. Current Fee: \$ 4,770	per	program
Proposed Fee: \$ 6,075	per	program
V. Proposed Effective Date:	Summer 2022	

Routing Order:

1. Submitted by:	Nate Cacciari-Roy		5/4/22	x5887
	Dept. Representative Name	Signature	Date	Phone
2. Approved by:	Cyril Oberlander		5/4/22	5593
	Dean / Director Name	Signature	Date	Phone
3. Approved by:	Jenn Capps		5/9/22	3722
	Vice President Name	Signature	Date	Phone
4. Reviewed By:	Sandra Wieckowski		050922	826-4937
	Manager, Student Financial Services	Signature	Date	Phone
5. Approved By:	Lisa A. Rossbacher Tom Jackson			707-826-3311
	President	Signature	Date	Phone

Fee Approved Fee Denied

Comments from the President (if needed):

Additional comments from other reviewers:

6. Form with President's signature sent to Manager, Student Financial Services.

For questions regarding fees proposal, call Sandra Wieckowski, 826-4937.

Student Fee Category: Category II (Mandatory campus fees) Category III (Course fees)

In accordance with the provisions of the California State University (CSU) Executive Order 1102, the President is responsible for assuring that appropriate and meaningful consultation occurs prior to adjusting any Category II or III fees and must consult with the campus fee advisory committee prior to establishing or adjusting these fees.

To facilitate this process, please provide the information requested below.

Required documents for submission of proposal:

- Part 1 - Fee Request Form for appropriate fee category, signed by Requestor, Dean/Director and the divisional Vice President
- Part 2 - Fee Request Narrative
- Part 3 - Financial Data Sheet

I.	Request to:	<input type="checkbox"/> ESTABLISH a Campus Fee	<input type="checkbox"/> ADJUST a Campus Fee
II.	Name of Fee:	_____	
III.	Current Fee: \$	_____	per _____
	Proposed Fee: \$	_____	per _____
IV.	Proposed Effective Date:	_____	

Routing Order:

1. Submitted by:	_____	Signature	Date	Phone
	Dept. Representative Name			
2. Approved by:	_____	Signature	Date	Phone
	Dean / Director Name			
3. Approved by:	_____	Signature	Date	Phone
	Vice President Name			
4. Approved By:	Sandra Wieckowski	Signature	Date	Phone
	Manager, Student Financial Services			
5. Recommended by:	_____	Signature	Date	Phone
	Chair - SFAC			
	<input type="checkbox"/> Recommend approval <input type="checkbox"/> Recommend approval w/modification <input type="checkbox"/> Recommend Denial			
	Comments from SFAC (if needed) _____			
5. Reviewed By:	Tom Jackson, Jr.	Signature	Date	Phone
	President			
	<input type="checkbox"/> Fee Approved <input type="checkbox"/> Fee approved with modifications <input type="checkbox"/> Fee Denied			
	Comments from the President (if needed): _____			
7. Form with President's signature sent to Manager, Student Financial Services.				

For questions regarding fees proposal, call Sandra Wieckowski, 826-4937.

1. Clearly list all assumptions used when creating this proposal.

This fee covers the cost associated with an existing Faculty Led Study Abroad Program; the fee has been calculated to insure the viability and sustainability of the program. The program has been reviewed and recommended by the International Programs Resource Committee. The budget has been prepared in consultation with the faculty leader (Joseph Diémé) and the College of Extended Education & Global Engagement. The fee keeps the program as affordable as possible while insuring a safe, academically sound program. A third party will provide logistical support for this program. The fee is based on current exchange rates.

2. Clearly state the expenditures that will be funded by this proposed revenue source.

The fee will cover all program costs including housing, certain meals, entrance fees, local transportation, faculty expenses (excluding salaries), guest lecturers, other logistic support.

3. Clearly state the reason(s) why this fee or fee increase is necessary (include references to executive orders, CA law, etc.)

This program has been proposed and reviewed by the academic dean, and approved by the international programs resource committee. The budget has been prepared to insure that it will be sustainable and a self-supporting initiative.

4. Clearly articulate why the level of fee proposed is the appropriate amount to charge.

Costs have been carefully analyzed in order to make the program fee as affordable as possible while insuring the quality of the experience and safety of the students. This is the minimum amount needed for the program to break even.

5. Time line Information:

The program begins May 30, 2022 and program fees will be collected as students enroll as soon as the program fee is approved.

Name of Fee: Faculty Led Study Abroad Program - Nantes, France

Current Fee	Proposed fee		
	Year 1	Year 2	Year 3
4,770	6,075		

Current # of participants	Estimated #of participants that will be assessed this fee		
14	7		

Fiscal year	Historical Data (for fee increase proposal)	Prospective Data (2 years for fee increase; 3 years for new fee)	
	2017-18	2020-21	2021-22

Fee Adjustment Proposal: Enter ONE complete year of historical actual revenue and expenditure data and TWO years of prospective data.
 New Fee Proposal: Enter THREE years of prospective revenue and expenditure data.

Fee Revenue Type:

student fees	66,780	42,525		
forgone deposit and partial refund	1,405			
Total Revenue: \$	68185	42,525		

Expenditure Type: (List typical categories of expenditure costs that the fee proposed will cover - salaries, travel, supplies, rental of meeting room, etc.)

Student housing, meals, & service provider fee	45,944	29,884		
Student cell phones	737	0		
Faculty & Student Local transportation	1,602	1,193		
Field trips/Guest Lecturers	14,676	4,750		
Faculty housing and meals	4,048	4,000		
Faculty insurance	280	140		
Faculty airfare	2,760	1,500		
Contingency		1,058		
Total Expenditures: \$	70047	42525		
Net (Revenue minus Expenditures)	-1862	0		

Please note below the chartfield string where the existing revenue fee and actual expenditures are recorded for this program.

FUND	DEPT ID	PROGRAM	CLASS	PROJECT
TL001	D20092	P0010	C1000	