

UNIVERSITY OF CALIFORNIA
BERKELEY



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March 30, 2017

Nicholas B. Dirks
Chancellor

RE: 2017-18 Course Materials and Services Fee Committee Recommendations

Dear Nick,

The Course Materials and Services Fee (CMSF) Committee met on March 17, 2017 to discuss the received proposals for new and changed CMSF in 2017-18. All voting members of the Committee were present and an additional student from the Committee on Student Fees attended the meeting to provide comments but did not vote. The Committee reviewed nine proposals. The Committee discussed the appropriateness of the materials and services charged to policy, the amount of the increase, available fiscal year end balances, and financial aid availability in relation to each proposal. All votes of the Committee were unanimous, with the exception of the rejected proposal.

The Committee recommended the rejection of one proposal. The rejected proposal was to establish a CMSF for College of Engineering Jacobs Institute, a maker's lab that hosts courses (course DEV IN 22 specifically). The Jacobs Institute already has a Miscellaneous Student Fee (MSF) for a semester pass. The Committee rejected the fee since a MSF can be applied to a course by UCOP policy, MSFs have a financial aid set-aside by policy, and new SIS technical capability.

The Committee recommended a different fee level than requested by the department in two cases. School of Journalism course J-216 proposed charging software that remained on department computers to the students. This is against the University of California Office of the President (UCOP) CMSF policy. The Committee removed the software expenditures and recalculated the fee to \$50 per student. The second course was the School of Public Health PH290-11, which was calculating field trip average cost per student based on a lower enrollment than in the past for the course. The Committee recalculated the cost per student based on maintaining enrollment steady.

Here is a list of the proposed CMSF with the amount currently charged to students, the amount requested by the department, and the amount approved by the Committee. The amount of the fee listed is per student. CMSF policy requires that each student enrolled in a course is charged the CMSF, unless the department provides the student with a waiver.

1. College of Natural Resources, Nutritional Sciences & Toxicology, Experimental Nutrition Laboratory, NST 170:
Currently approved fee: \$120
Requested fee: \$150

- Committee recommended fee: \$150
2. College of Natural Resources, Nutritional Sciences & Toxicology, Nutrition and Toxicology Laboratory, NST 171:
Currently approved fee: \$120
Requested fee: \$150
Committee recommended fee: \$150
 3. School of Public Health, Field Study in Food and Nutrition Policy, PH290-11:
Currently approved fee: \$0
Requested fee: \$200
Committee recommended fee: \$165
 4. School of Journalism, Multimedia Reporting, J-216:
Currently approved fee: \$75
Requested fee: \$150
Committee recommended fee: \$50
 5. School of Journalism, Web Skills, J-215:
Currently approved fee: \$75
Requested fee: \$0
Committee recommended fee: \$0
 6. School of Journalism, J-223:
Currently approved fee: None, new fee
Requested fee: \$100
Committee recommended fee: \$100
 7. School of Journalism, News Photography, J-210:
Currently approved fee: \$48
Requested fee: \$80
Committee recommended fee: \$80
 8. School of Journalism, Documentary Photography, J-213:
Currently approved fee: \$48
Requested fee: \$80
Committee recommended fee: \$80
 9. College of Engineering, Jacobs Institute:
Currently approved fee: No CMSF; \$75 per student Miscellaneous Student Fee
Requested Fee: \$75 CMSF
Committee recommended fee: \$0

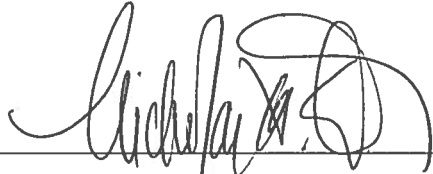
Your signature below will indicate concurrence with the Committee's recommendations.

For questions about the individual proposals and fee approvals please contact Committee staff Seija Virtanen (virtanen@berkeley.edu) at the Office of the Chief Financial Officer.

Sincerely,



Douglas Clark
Dean, College of Chemistry
Chair, Course Materials and Services Fee Committee



Nicholas B. Dirks, Chancellor

April 27, 2017

Date

Cc: Phyllis Hoffman
Walter Wong
Edward Wasserman
Stefano Bertozzi
J. Keith Gilles
S. Shankar Sastry
Rosemarie Rae
Clifton Bowen
Seija Virtanen