

POLICY #11.8

SUBJECT: General Student Fee Advisory Board

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I. PURPOSE

This Policy establishes the process of annual review and recommendations from student representatives to the University administration on student fees and their allocations, including increases in existing fees, reduction of existing fees and the addition of new fees.

General Student Fees may be requested and used for the following purposes:

- A. To secure bonds to construct or renovate a specific facility, as approved by the student body. Such facilities shall be for the enrichment of the student experience and may not be for the construction of instructional space;
- B. To fund operation and maintenance, capital improvements, and other necessary operational expenses for student-approved facilities; and
- C. For student activities, programs, and services from which the general student body may benefit.

Course fees and program fees are not included in the scope of this policy.

II. REFERENCES

- A. Southern Utah University [Policy 5.4 Board of Trustees Bylaws](#)
- B. Southern Utah University [Policy 6.42 Program and Course Fees](#)
- C. Southern Utah University [Policy 11.1 Constitution of the Southern Utah University Student Association](#)
- D. Utah Code [§ 53B-7-101 Combined requests for appropriations -- Board review of operating budgets -- Submission of budgets -- Recommendations -- Hearing request -- Appropriation formulas -- Allocations -- Dedicated credits -- Financial affairs](#)
- E. Utah System of Higher Education [Policy R510 Tuition and Fees](#)
- F. Utah System of Higher Education [Policy R516 General Student Fees](#)

III. DEFINITIONS

- A. General Student Fees: Fees charged to students in addition to any matriculation and/or tuition to support student organizations and student activities and for intercollegiate programs such as

intramural sports or visiting academics. General Student Fees are assessed based on the number of credits for which a student is enrolled in the applicable semester.

B. General Student Fee Advisory Board:

unless exempt from review as outlined in this Policy.

There will be public campus notification of the annual fee review process. If any areas/departments find it appropriate to request a student fee, they may obtain a Fee Review/Request Form online or from the Office of the Vice President for Student Affairs. The Fee Review/Request Forms must be submitted by the second Friday of November.

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and Assessment and the Office of Marketing Communication may be enlisted to assist with the effort.

E. Comprehensive Review

1. In addition to the annual review and beginning in the 2021-2022 academic year, each student fee will receive a comprehensive review every five (5) years. A report of the comprehensive review will be submitted to the Utah State Board of Higher Education.

F. Facilities Fees

1. General Student Fees for facility construction or renovation projects shall conduct a vote of the student body unless the project does not expand the facility's capacity and does not exceed \$10,000,000.
2. Currently enrolled students shall be notified of the proposed facility fee at least 30 days prior to a vote and provided the following information regarding the purpose and amount of the proposed fees:
  - a. Details of the proposed facility and estimated costs for construction;
  - b. The projected amount of the General Student Fee needed to fund the debt service for the cost of facility construction or renovation;
  - c. The estimated length of debt service;
  - d. The estimated costs, over the life of the facility, for the operation of the facility, including operation and maintenance and capital improvements; and
  - e. The projected amount of the General Student Fee to cover the cost of facility operation.
3. A majority of voting students must vote in favor of the proposal in order to move it forward to the Board of Trustees.
4. Fees established for constructing or renovating a student-approved facility shall be repealed by the beginning of the academic year after bond obligations end. Fees created or adjusted for a student-approved facility operation may continue and shall be annually reviewed and adjusted according to the outlined procedures.

2. A Board recommendation must pass by a two-thirds (2/3) majority of the quorum. A quorum consists of at least seven (7) voting Board members.
  - a. Board members are expected to form an opinion and vote on each motion and fee. Votes of "abstention" will not be recognized and the votes will either pass or fail based on a 2/3 majority of the remaining voters.
3. The Advisory Board must complete their review of all fees by the second Friday in February. After the Board completes its yearly fee review process, a recommendation letter regarding General Student Fees will be sent to the SJU President's Council.
4. Currently enrolled students shall be notified of the General Student Fees proposal and the date,

N/A

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#### VI. QUESTIONS/RESPONSIBLE OFFICE

The responsible office for this Policy is the [Vice President for Student Affairs](#).

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#### VII. POLICY ADOPTION AND AMENDMENT DATES

Date Approved: [November 12, 2004](#)

Amended: [December 3, 2008](#); [June 14, 2012](#); [December 1, 2016](#); [December 4, 2019](#); December 2, 2021