USF Board of Trustees  
December 7, 2006

**Issue:** Activity and Services Fees

**Proposed Action:** Increase in Activity & Service Fees for Lakeland Campus 2007-08

**Background Information:**

The Board of Trustees has the responsibility to approve changes in student fees. The Activity and Service Fee Committee of the Lakeland campus has recommended an increase in the A&S fee for the 2007-08 academic year. This increase has been reviewed and approved by the Campus CEO and the Campus Board.

**BOT Workgroup Approval:** Finance and Audit Workgroup, 11/2/06  
**Supporting documentation:** A&S Committee memos/recommendation  
**Prepared by:** Dr. Alice Murray, Associate Vice President  
(863) 667-7014
MEMORANDUM

TO: Dr. Marshall Goodman  
FROM: Dr. Jan Lloyd  
DATE: October 23, 2006  
RE: Student Fee Increases

The following documentation supports your verbal approval and provides justification for an increase for the Activity & Service Fee for fiscal year 2007-2008. Please forward onto the Lakeland Campus Board for their review and approval. If you have any questions, please feel free to contact me. Thank you.
MEMORANDUM

TO: Lakeland Campus Board
FROM: Activity & Service Fee Committee
DATE: October 17, 2006
RE: Student Fee Increases

Proposed actions:

(a) Approve increase of A&S Fee by $.037 for academic year 2007-2008

Background information:

The recommendation of the Activity & Service Fee Committee is to raise student fees by the allowable five percent or $.37 of the fee cap. The rationale for the fee increases is as follows:

(a) The campus A&SF is significantly lower than the other USF campuses and the A&S Fee Increase will enable Student Government to allocate funds for student programs and services necessary to align student programs with those of the Top 50 Research Institutions and improve campus life.
(b) In addition, SGA created the Lakeland Activities Board to work with the new Office of Student Life to increase the number of programs/activities offered on campus.
(c) While increasing the enrollment for USF Lakeland as well as the move to our new campus site, the A&SF increase will provide a foundation to allow the campus programs and services to meet this growth.

The committee was in unanimous agreement of the proposed actions as can be seen in the supporting documentation.

Activity & Service Fee Committee
Minutes of First Meeting
September 6, 2006

The Activity & Service Fee Committee was appointed by the SGA President and Vice President/CEO for the University of South Florida Lakeland. Half of the committee members were appointed by the SGA president and the other half were appointed by the Vice President/CEO. The committee was called together to make recommendations on the Activity & Service Fees for 2007-2008 academic year. The meeting was called to order at 3:30 pm by the committee chair.

The members introduced themselves and included:

Dr. Jan Lloyd, Office of Student Life, Chair
Mr. Josh Bresler, Business/Finance
Eric Salisbury was absent from this initial meeting.

Josh Bresler updated the committee on the purpose of the committee and need for an Activity & Service Fee increase. Dr. Lloyd provided some background information on the justification for the increase. Specifically, with the new Office of Student Life and a new student programming board, the Lakeland Activities Board, the number of student events has already increased this academic year. In order to build student life on campus, an activity & service fee increase is warranted.

Student Government Association has scheduled an open forum within the next two weeks in order to provide student input to SGA officers. The committee decided it would be good to present information on the A&SF increase at the open forum in order to obtain student feedback. The committee agreed to meet on September 20, 2006 and September 27, 2006 to review the presentation and gather the feedback before making a recommendation.

Aaron Bates agreed to develop the presentation for the open forum. Josh Bresler determined the amount for increase, based on the current guidelines, was an increase of $.37 for the 2007-2008 academic year.

The meeting was adjourned at 4:00 pm

Activity & Service Fee Committee
Minutes of Second Meeting
September 20, 2006

Committee members present:
Dr. Jan Lloyd, Office of Student Life, Chair
Mr. Josh Bresler, Business/Finance
Ms. Jennifer Cainas, College of Business
Mr. Aaron Bates, Student Government Association
Mr. Shane Hall, Student
Mr. Eric Salisbury, Student

The Activity & Service Committee met to review and provide feedback on the powerpoint presentation that will be discussed the SGA Open Forum on Monday, September 25, 2006. Aaron Bates presented the powerpoint for the committee.

Josh Bresler mentioned the USF St. Petersburg campus' recent A&SF increase exceeded the 5% required amount and he would investigate the reasons behind it to see if USF Lakeland could do the same.
Aaron Bates reported that the Tampa SG President is trying to pass legislation with the Board of Governors to increase the allowable amount from 5% to 7%. Aaron is going to contact the SG President to get more information about the legislation.

The meeting was adjourned at 11:00 am

Activity & Service Fee Committee
Minutes of Third Meeting
September 27, 2006

Committee members present:
Dr. Jan Lloyd, Office of Student Life, Chair
Mr. Josh Bresler, Business/Finance
Ms. Jennifer Cainas, College of Business
Mr. Aaron Bates, Student Government Association
Mr. Shane Hall, Student

Absent: Mr. Eric Salisbury, Student

Josh Bresler provided an update on the Activity & Service Fee funding for the St. Petersburg campus. Their request for a fee increase above the 5% was vetoed by the Governor so the committee will only be able to approve a 5% increase for the USF Lakeland campus.

Aaron Bates provided an update on the Student Government Association Open Forum on September 25, 2006. Students in attendance were supportive of the increase. The committee decided to have another opportunity for students to provide feedback. Fliers were disseminated on campus for a week regarding the proposed activity & service fee increase and an interest session was held on October 9, 2006 for students. In addition, an email was sent to students on the Student Government Association listserv regarding the information. Students were again supportive of the increase.

Josh reviewed the process for the Activity & Service Fee increase. Upon approval from this committee, the request would go through the Lakeland Board, the USF Board of Trustees, the Florida Board of Governors, into Legislation and then the approval process with the Governor.

A motion was made and seconded to increase the USF Lakeland A&SF fee by $.37 for the academic year 2007-2008. The motion was passed by unanimous vote.

The meeting was adjourned at 11:00 am