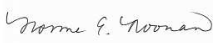




September 19, 2011

MEMORANDUM

TO: Margaret Sullivan  
Regional Chancellor

FROM:   
Norine E. Noonan  
Regional Vice Chancellor for Academic Affairs

SUBJECT: Material and Supply Fee Revisions for Fall 2012

Since 2003, university Boards of Trustees have had the authority to approve local Material and Supply fees (State University Student Fees Florida Statutes 1009.24(13)(g) and Special Fees, Fines, and Penalties USF 4.0107(1)(z)).

Each year the USF St. Petersburg colleges review existing Material and Supply fees to ensure that the amounts and application of the existing fees are still appropriate and to consider whether additional courses should be subject to such fees. The deans have completed this process. My office has reviewed and verified the cost per student and has also reviewed the expenditures of such fees to ensure that they are in compliance with the above regulations and the USF system fee cap of \$75.00 per course for Material and Supply fees.

The proposed revisions (attached) will be presented to the Board of Trustees Finance and Audit Workgroup for its consideration at its October meeting.

Since these fees are at cost and do not change the regulation that was approved by the Florida Board of Governors, there is no requirement to promulgate these revisions through the Board of Governors Regulation Development Procedure.

Attachment (Summary Table of New/Revised fees)