Date: January 22, 2013
To: Douglas W. Robinson, Chair
    Student Fee Advisory Committee
From: Nancy Eckhous
      University Bursar
Subject: Request to Modify the Existing KPE Fee II for KIN 104A, Bowling

The Kinesiology Department in the College of Health and Human Services is requesting approval to increase the existing KPE Fee II from $25 to $33 effective Fall 2013. The increase is needed to cover the increased costs of renting the bowling alley for KIN 104A, Bowling. The rental cost is documented on the attached invoice and supports the charge of $33 per student.

Under EO 1054, this request meets the definition of a Category III fee: Fees associated with state-supported courses, specifically for materials and services used in concert with the basic foundation of an academic course offering. Responsibility and authority are as follows:

1. **Fee Advisory Committee:**
   The fee advisory committee will consider proposals and make a recommendation to the president.

2. **President:**
   The president is delegated authority for the oversight and adjustment of Category III fees. The president is responsible for assuring that appropriate and meaningful consultation occurs prior to adjusting any fee or requesting a new Category III fee. The president may establish fees within a range established by the chancellor.

The attached pages of this packet include the CHHS submittal request and supporting documentation of the cost per student. The costs appear reasonable and well supported. I recommend approval by the Student Fee Advisory Committee.

Please do not hesitate to let me know any questions or concerns you may have. Thank you.

Nancy Eckhous
University Bursar

Attachments
Cc: Sharon Taylor, AVP Financial Management
Category III - Modify or Cancel An Existing Fee Within Approved Ranges

General Information

Department / College  Kinesiology/College of Health and Human Services (Dept ID: 00264)
Division AA
Course Catalog Number(s) KIN 104A
Course Name(s) Bowling
Fee Name KPE FEE II
Purpose of the Fee Cover expenses for bowling alley rental
Detailed Fee Description KIN 104A student fee is to cover the expenses associated with offering the course.
Reason for Changing Increase student fee from $25.00 to $33.00 to cover additional expense increase to rent the bowling alley of $8 per student.
Effective Date Fall 2013

Contact Information

Name Doug Butler
Contact Phone: 52333, Email: lbutler2@csulb.edu

Request Status

Date Requested 12/19/12
Last Modified 12/19/12
Request ID 243
Account Number 501110
Fund Code CF015
Status In Review (Bursar)

Calculation of Fee Level

Personnel Services Cost

Last Year Min (Year 1) Max (Year 2)
Category III - Modify or Cancel An Existing Fee Within Approved Ranges, SFAC, CSULB

Salaries and Wages
Temporary Help Cost
Student Assistants Cost
Staff Benefits Cost
Other Personnel Services Cost

Supplies and Services:
  Tangible Consumable
  Materials
  Services
  Insurance
  Rentals

Other Supplies and Services

Other Costs

<table>
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<tr>
<th>Any Other Costs</th>
<th>8025</th>
<th>10593</th>
<th>10593</th>
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<tbody>
<tr>
<td>Description</td>
<td>Rental of Bowling Alley</td>
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Total Costs (A) $ 8025  $ 10593  $ 10593
Number of Students/Year (B) 321 321 321

Calculated Cost per Student (C) = $ 8

Current Fee per Student (D) $ 25

Increase/Decrease in Fee (E) = C - D From $ 8 To $ 8

Recommended Fee $ 33

Authorization to Submit Request
Division VP/Appropriate Admin. "Donald Hara"
Division AVP/College Dean "Kenneth Millar"
Department Chair/Manager "Sharon Guthrie"
ASM "Doug Butler"

Signature: ___________________________ Date: ___________________________
Signature: ___________________________ Date: ___________________________
Signature: ___________________________ Date: ___________________________
Signature: ___________________________ Date: ___________________________

Please contact us at sfac@csulb.edu if you have any additional questions.
KINESIOLOGY & PHYSICAL EDUCATION
ATTN: DANA OSBORNE
MS-4901

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<th>TAX EXEMPTION ID</th>
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<td>99-KINE</td>
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<td>NET 30 DAYS</td>
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**FOR FALL 2012**
BOWLING
CLASS.

122 STUDENTS @
@$33.00 EACH

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<tr>
<th>/M</th>
<th>NONTXBLE SLES - BOWLING CLASS</th>
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**NET INVOICE:** 3,660.00
**SALES TAX:** 0.00
**BALANCE DUE:** 3,660.00

Thank You

Spring 2012

PLEASE RETURN REMITTANCE STUB WITH PAYMENT

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<tr>
<th>99-KINE</th>
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UNIVERSITY STUDENT UNION
Calif. State Univ., Long Beach
1212 Bellflower Blvd. #229
Long Beach, CA 90815-4199
562-985-4984
Category III - Modify or Cancel An Existing Fee Within Approved Ranges
Review and Approval Process

REQUEST INFORMATION
Department/College: Kinesiology/College of Health and Human Services
Fee Name: KPE FEE II
Chartfields (Fund Code - Acct Num - DeptID): CF015-501110-00264

BURSAR'S REVIEW
☐ Financial information reviewed and validated
☐ Financial information reviewed and the following exceptions are cited:

Date: / / Bursar: ________________________

AVP/FINANCIAL MANAGER'S REVIEW
☐ Financial information reviewed and validated
☐ Financial information reviewed and the following exceptions are cited:

Date: / / AVP/Financial Manager: ________________________

STUDENT FEE ADVISORY COMMITTEE'S REVIEW
Based upon the information presented, the Student Fee Advisory Committee:
☐ Recommends the APPROVAL of the request - forward to campus president for final approval
☐ Recommends the DENIAL of the request - return to requesting department (via Bursar's Office)
Comments:

Date: / / Chair, Student Fee Advisory Committee: ________________________

PRESIDENT'S DECISION
Based upon the recommendations made by the Student Fee Advisory Committee, I:
☐ APPROVE the Student Fee Advisory Committee's recommendation
☐ DENY the Student Fee Advisory Committee's recommendation
Comments:

Date: / / Campus President: ________________________

http://www.csulb.edu/divisions/students/sfac/forms/approval_form.php?rID=243

2/20/2013