

SENATE RESOLUTION REGARDING FACULTY IMPOSED COURSE FEES

DEFINITION: The term “course fees” refers to all required expenses for students connected to enrollment in a specific course, over and above normal tuition and fees.

Be it resolved:

- 1) Faculty members should be encouraged to avoid the imposition of course fees whenever reasonably possible.
- 2) All course fees shall be approved by the Chair, Dean, and Provost.
- 3) If a course has fees individually or cumulatively greater than \$25, that fact must be clearly stated and noted to students at the time they register for the course.
- 4) A mechanism should be made available for students to pay course fees of \$25 or more (from any one class) through the normal student billing process.
- 5) If a student is charged a course fee in violation of any of these provisions, they shall be entitled to reimbursement.
- 6) The university shall develop a policy governing cases where a ‘course fee’ pays for materials in place of traditional textbooks.