

## **Effective Practices for Student Involvement in the Tuition and Fee Setting Process**

A workgroup appointed by the UNC President and comprised of students and senior administrators from UNC GA and the UNC campuses was established to explore changes to the Board of Governors' 4-Year Plan for setting tuition and fees. One of the recommendations submitted to the President suggested that a committee be established to offer the most effective practices for involving students in the tuition and fee setting process on the UNC campuses.

*Student leaders have long criticized the differences in the approach that different campuses take in seeking student input into the tuition and fee setting processes. Student input is required by the Board of Governors' Policy 1000.1.1, but the policy does not outline a specific method for seeking the required input.*

The workgroup recommendation was as follows: *The role of students in setting tuition and fees should be more clearly defined. The President will appoint a General Administration employee to work with representatives from the Association of Student Government and several Vice Chancellors for Student Affairs to present a "best practice" model for consideration by the campuses.*

### **Committee Composition**

Dr. Karrie Dixon, Chair, Assistant Vice President, -UNC General Administration  
Mr. Atul Bhula, Co-Chair, President - Association of Student Government  
Dr. Virginia Hardy, Vice Chancellor for Student Affairs – East Carolina University  
Dr. Anthony Brown, Vice Chancellor for Student Affairs – Elizabeth City State University  
Dr. Sam Miller, Vice Chancellor for Student Affairs – Western Carolina University  
Ms. Megan Smith, Student Body President - UNC Charlotte  
Mr. T. Matthew Victory, Student Body President – UNC Wilmington

UNC GA Staff:

Mr. Jim Ceresnak, Presidential Intern & Former NCSU Student Body President  
Ms. Kelli Rogers, Presidential Intern & Former NCSU Student Senate President

After meeting both in-person and by video conference, the Student Involvement in the Tuition and Fee Setting Process Committee identified 5 core principles that guided our discussions. These core principles are based on the areas we feel are critical to providing more specificity and clarity to the level of involvement students should have on the UNC campuses during the tuition and fee process. The committee recommends the following "Effective Practices" for consideration by the President and the chancellors:

### **Core Principles**

Collaboration  
Inclusiveness  
Transparency  
Timeliness  
Accountability

## **Committee Recommendations**

### **1. Collaboration**

Each Chancellor should establish at least 1 committee that includes student representatives. For larger campuses, the establishment of 2 committees may be more efficient (1 tuition committee and 1 fee committee)

The Chancellor and Student Body President should appoint students to serve on the committee(s).

The committee should be co-chaired by the Chief Academic Officer and/or Chief Student Affairs Officer or their designee along with the Student Body President and/or Student Senate President.

*Campus Examples:*

NCSU – Co-Chair model with Student Body President and Student Senate President

UNCW – 50% of committee members are students

### **2. Inclusiveness**

Student representation on the committees should be diverse, comprised of students representing various populations on the campus. This would include In-State Students, Out-of-State Students, Undergraduate, Graduate, non-traditional, Disability Student Services, Distance Education Students, On-Campus, Off-Campus, etc.

Student forums should be strategically scheduled during the times of the day when most students can attend. Campuses should provide at least 2 options (one mid-day and one in the evening).

*Campus Example:*

ECSU – Successful Student Forums

### **3. Transparency**

Establish multiple communication methods to inform students through various multi-media forms. (e.g. social medias, campus website, Facebook, videos, and message boards).

*Campus Examples:*

ECU – Inter-Pirate Network (IPN)

Many UNC campuses are utilizing Facebook, Twitter, and other networks.

### **4. Timeliness**

Aligned with BOG policy 1000.1.1

UNC campuses should start appointing committees, scheduling forums, using social media outlets, etc. in an effort to involve students in the tuition and fee setting process beginning September 1<sup>st</sup> through December 1<sup>st</sup> of each academic year. Directions from UNC GA on submission of tuition and fees should also be provided consistent with these timelines.

### **5. Accountability**

Each UNC campus should include the Student Involvement template provided by UNC General Administration with the campus tuition and fee request proposal.

## Student Involvement in Tuition and Fee Setting Process

**Campus Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Campus Administrator Name:** \_\_\_\_\_

**Campus Administrator Title:** \_\_\_\_\_

**Campus Administrator Signature:** \_\_\_\_\_

**Student Body President Name:** \_\_\_\_\_

**Student Body President Signature:** \_\_\_\_\_

### Collaboration

- \_\_\_\_\_ Tuition and Fee committee(s) established
- \_\_\_\_\_ Students were represented on the committee (s)
- \_\_\_\_\_ Student representatives were appointed by the Chancellor in consultation with the Student Body President
- \_\_\_\_\_ Committees were co-chaired by the Chief Academic Officer and/or Chief Student Affairs Officer or their designee along with the Student Body President and/or Student Senate President.

### Inclusiveness

- \_\_\_\_\_ Students on the Tuition and Fee committees were representative of student constituencies: (For example, In-State, Out-of-State, Undergraduate, Graduate, Professional School, Distance Education, etc.)
- \_\_\_\_\_ Student involvement throughout the entire tuition and fee setting process
- \_\_\_\_\_ Student forums were conducted (at least 2, one mid-day and one in the evening)

### Transparency

- \_\_\_\_\_ Utilization of social media to reach out to students
- \_\_\_\_\_ Utilization of university listserv(s) and website

### Timeliness

- \_\_\_\_\_ Process initiated and completed consistent with the UNC Policy (September 1<sup>st</sup> through December 1<sup>st</sup>)

### Accountability

- \_\_\_\_\_ Inclusion of Student Involvement template in the campus Tuition & Fee request packet submitted to UNC General Administration

### Additional Information:

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