

University of West Florida

1. Green Fee
2. Nautilus Card Fee
3. Tuition, Fees and Housing Projections

**State University System
Florida Board of Governors
Request to Implement a New Fee - Regulation 7.003(24)**

University: University of West Florida

Date	
University Board of Trustees approval date:	December 9, 2011
Proposed fall implementation date (year):	2012
Description	
New fee title:	Student Green Energy Fee
Amount of new fee (per credit hour if applicable):	Not to exceed maximum of \$1.00 per credit hour in its initial implementation.
Proposed new fee as a percentage of tuition: ¹	0.97% of Undergraduate In-State Tuition 0.42% of Graduate In-State Tuition
Purpose	
<p>Describe the purpose to be served or accomplished with this fee:</p> <p>A student supported Green Energy Fee would be used to fund campus energy efficiency and renewable energy projects at the University of West Florida in an effort to reduce energy costs and lower greenhouse gas emissions and fulfill the targets set forth by the American College and University Presidents' Climate Commitment (ACUPCC) signed by UWF President Judy Bense. The intent of the proposed fee aligns with the intentions of the strategic plan for the Board of Governors as well as the goals outlined in UWF's annual work plan.</p>	
Demonstrable Student-Based Need / Involvement	
<p>Describe the student-based need for the fee that is currently not being met through existing services, operations, or another fee:</p> <p>As a student-led initiative in the state of Florida, the campaign for a Student Green Energy Fund began in 2007 and has continued to gain momentum as student leaders across the state have petitioned their respective student bodies to gauge support. According to the Student Green Energy Fund's website (www.studentgreenenergyfund.org), "Students want to invest money to save money. By contributing to a fund for campus energy efficiency and renewable energy improvements, we become part of the exciting transition toward clean, efficient and affordable energy for Florida colleges and universities."</p> <p>At the University of West Florida, discussions regarding a Student Green Energy Fee began in earnest during the 2009-10 academic year when representatives from UWF's Student</p>	

¹ If a student is required to pay this fee as a part of registration for a course, the fee shall not exceed 10 percent of tuition. See Regulation 7.003(24)(b).

**State University System
Florida Board of Governors
Request to Implement a New Fee - Regulation 7.003(24)**

Environmental Action Society (S.E.A.S.) approached the Student Government Association (SGA) seeking support in educating the student body regarding sustainability efforts. According to the S.E.A.S. mission statement, "The Student Environmental Action Society (S.E.A.S.) of the University of West Florida aims to educate UWF students, faculty, staff and the surrounding community about environmental issues and encourage activities that promote environmental awareness. Our goals are ultimately to advance UWF and the surrounding community towards a future of environmentally responsible and sustainable practices."

Research by S.E.A.S. and SGA members revealed that UWF's President, Dr. Judy Bense, had signed the American College and University Presidents' Climate Commitment (ACUPCC) letter pledging that the University of West Florida would take steps to reduce greenhouse gas emissions on campus, and that UWF participates in the Sustainability Tracking, Assessment and Rating System (STARS).

The ACUPCC commitment requires that a comprehensive inventory of all greenhouse emissions produced from electrical and fossil fuel utilities be maintained and updated annually and also requires development of action plans for pursuing climate neutrality. New facilities are designed and constructed to achieve the U.S. Green Building Council's Leadership in Energy and Environmental Design (LEED) Silver Certification. Waste minimization is promoted through competitive participation among State University System institutions.

As with many university initiatives, the main barrier to implementing campus energy efficiency and renewable energy projects is the cost of these initiatives. A Student Green Energy Fee would provide the necessary implementation funds for proposed energy projects with the potential for not only reductions in campus energy costs but a high rate of return on investment as well. A process for project proposal submission and selection will be established and overseen by a University committee comprised of faculty, staff, and student representatives.

Potential projects include:

- Solar panel covered parking lots to help generate electric power
- Filtered water fountains
- Solar umbrellas
- Geo-thermal heating/cooling systems
- Weatherization of older buildings
- Construction and monitoring of a sustainable green energy residence for 4 to 5 students which could serve as a living/learning laboratory for sustainable technology education

**State University System
Florida Board of Governors
Request to Implement a New Fee - Regulation 7.003(24)**

Describe the process used to assure substantial student input or involvement:

In the fall of 2009, the Student Environmental Action Society, a registered student organization on campus, collected over 700 student signatures in support of the Student Green Energy Fund. In the spring of 2010, the S.E.A.S.'s President co-authored with the SGA President, SGA Vice President, and an SGA Senator a resolution seeking the Student Government Association's support of the Student Green Energy Fund. The resolution, which in part outlined UWF's desire to "be a national leader by becoming an environmentally sustainable campus," "to reduce our dependence on non-renewable energy sources," and resolved that "the students of the University of West Florida will look to administration to work with students to implement progressive and sustainable energy initiatives," was passed by the SGA Senate.

In the spring of 2011, the SGA Senate passed a bill to hold a non-binding referendum to determine the student body's interest in the Student Green Energy Fund proposal. While support for the referendum remained throughout the semester, other priorities within SGA prohibited the referendum from being held.

In the fall of 2011, the new S.E.A.S. President met with the SGA President to reignite support for the Student Green Energy Fee. A new resolution was authored requesting that a student referendum regarding implementation of the Student Green Energy Fee be held. The resolution was passed by the SGA Senate in early October.

On October 24, 2011, S.E.A.S. held a Student Green Fee support event on the University's Cannon Green. Student representatives from S.E.A.S. were present to provide information regarding the Student Green Energy Fund and discuss potential campus energy efficiency and renewable energy projects. Social media was used to provide information and gather support, articles were run in the campus newspaper, *The Voyager*, and interviews with S.E.A.S. leaders and UWF administration were aired on WUWF radio.

The student referendum was held on November 2, 2011. The referendum read as follows:

"The Student Green Fee is a student-led initiative at the University of West Florida (UWF) to implement a per-credit-hour fee that would be a minimum of twenty-five (25) cents to a maximum of one (1) dollar and would ONLY fund energy efficiency and renewable energy projects on the UWF campus. This proposal will be voted on every three years."

The results of the referendum indicated that 68% of the students who voted are in support of the Student Green Energy Fee.

**State University System
Florida Board of Governors
Request to Implement a New Fee - Regulation 7.003(24)**

Student Impact

Explain the financial impact of the fee on students, including those with financial need:

The proposed Student Green Energy Fee is a nominal fee to be assessed at an amount not to exceed \$1 per credit hour in its initial implementation. A student enrolled in 30 credit hours per academic year (full-time undergraduate enrollment leading to graduation in four years) would be assessed a maximum cost of \$30 per year. The per credit hour fee is 0.97% of undergraduate tuition. The fee is covered by financial aid but will not be included in the Florida Bright Futures Scholarship Program. The financial impact of the fee will be minimal for students.

Restrictions / Limitations

Identify any proposed restrictions, limitations, or conditions to be placed on the new fee:

Funds generated by the Student Green Energy Fee will be expended solely for the purpose of financing campus energy efficiency and renewable energy projects at the University of West Florida in an effort to reduce energy costs and lower greenhouse gas emissions. A fee committee comprised of at least 50% students appointed by the Student Body President will be responsible for reviewing and approving proposals for campus energy efficiency and renewable energy projects. Additionally, the fee committee will make recommendations to the University President and UWF Board of Trustees regarding any future changes to the Student Green Energy Fee. A report of projects and expenditures will be made to the UWF Board of Trustees on an annual basis.

Upon approval from the Board of Governors for authority to assess the Student Green Energy Fee, the SGA Senate will set the amount of the fee (not to exceed a maximum of \$1 per credit hour) and conduct a binding Student Referendum in conjunction with the SGA Elections to allow students to vote on the assessment of the fee. Upon implementation, the fee will be voted on every three years.

Revenues / Expenditures

Annual estimated revenue to be collected:	\$273,274
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Describe the service or operation to be implemented and estimated expenditures (attach operating budget expenditure form).

As evidenced by student support and President Bense's signing of the American College and University Presidents' Climate Commitment letter, the University of West Florida is committed to reducing energy costs and lowering greenhouse gas emissions on campus. The Student Green Energy Fee will provide the necessary implementation funds for proposed

**State University System
Florida Board of Governors
Request to Implement a New Fee - Regulation 7.003(24)**

energy projects with the potential for not only reductions in campus energy costs but a high rate of return on investment as well.

A process for project proposal submission and selection will be established and overseen by a University committee comprised of faculty, staff, and student representatives. The committee will be comprised of at least 50% students appointed by the Student Government President. The committee will identify project priorities and funds will be expended as necessary to complete the selected projects. Any unspent funds in a given year will be maintained in the Student Green Energy Fee account for use in subsequent years.

Potential projects include:

- Solar panel covered parking lots to help generate electric power
- Filtered water fountains
- Solar umbrellas
- Geo-thermal heating/cooling systems
- Weatherization of older buildings
- Construction and monitoring of a sustainable green energy residence for 4 to 5 students which could serve as a living/learning laboratory for sustainable technology education

Accountability Measures

Indicate how the university will monitor the success of the new fee. Provide specific performance metrics that will be used.

UWF's Climate Action Plan calls for an annual cycle of implementation commencing in January each year with a review of the Greenhouse Gas Inventory and Climate Action Plan. Results from those reviews will guide the multiple year project plans for the following fiscal year.

Project selection criteria will be established to aid the committee in its efforts to select specific capital projects and program initiatives that will provide Best Value and maximize the effect of monies generated by the Student Green Energy Fee. Additionally, specific performance metrics will be identified on a project by project basis for use in measuring the effectiveness of each project. For example, if the University selects the solar panel covered parking lot project or any of the other energy related projects for implementation, success will be measured by confirming actual dollar reduction in energy costs from the previous period of performance.

Recycling projects will be measured by cubic yards and pounds of raw materials saved from landfill disposal and documented by landfill receipts. Alternative transportation modals including the UWF trolley service serving the UWF campus can be monitored and measured

**State University System
Florida Board of Governors
Request to Implement a New Fee - Regulation 7.003(24)**

through change in ridership statistics and the impact on parking vacancy rate audits.

An annual report will be made to the SGA Senate providing a recap of prior year projects and highlighting the proposed projects for the upcoming year.

Other Information

The UWF Student Green Energy Fee is a student-proposed and student-supported fee aimed at advancing UWF towards a future of environmentally responsible and sustainable practices. UWF is seeking authority to implement the Student Green Energy Fee beginning Fall 2012. BOG approval will be followed by a binding student referendum which will allow students the opportunity to vote on the fee assessment and fee level.

STATE UNIVERSITY SYSTEM OF FLORIDA
Statement of Revenues, Expenditures, and Available Balances
University of West Florida
Fiscal Year 2011-2012 and 2012-13

Fee Title: Student Green Energy Fee (Proposed)

	² Estimated Actual 2011-12 -----	³ Estimated 2012-13 -----
<u>Balance Forward from Prior Periods</u>		
Balance Forward	\$ -	\$ -
Less: Prior-Year Encumbrances	-	-
Beginning Balance Available:	\$ -	\$ -
<u>Receipts / Revenues</u>		
Fee Collections	\$ -	\$ 273,274
Interest Revenue - Current Year	-	-
Interest Revenue - From Carryforward Ba	-	-
Total Receipts / Revenues:	\$ -	\$ 273,274
<u>Expenditures</u>		
Salaries & Benefits	\$ -	\$ -
Other Personal Services	-	-
Expenses	-	273,274
Operating Capital Outlay	-	-
Student Financial Assistance	-	-
Expended From Carryforward Balance	-	-
¹ Other Category Expenditures:	-	-
Total Expenditures:	\$ -	\$ 273,274
Ending Balance Available:	\$ -	\$ -

¹Provide details for "Other Categories" used.

²Column not needed if a request for a new fee.

³Based on 2010-11 fundable credit hours total at the maximum fee level of \$1 per credit hour.

**State University System
Florida Board of Governors
Request to Increase an Existing Fee - Regulation 7.003(2)(a)-(k)**

University: University of West Florida

Date	
University Board of Trustees approval date:	12/09/2011
Proposed fall implementation date (year):	2012
Description	
Fee to be increased:	Nautilus Card Fee
Amount of current fee:	\$10.00
Incremental increase to current fee:	\$10.00
Amount of new fee:	\$20.00
Fee Approval Process	
Describe the process used to determine the need for the increase, including any student involvement:	
Reviewed anticipated expenses and capital equipment needs in lieu of enrollment increases as well as regular wear and tear and determined that need exists for additional revenue.	
Current Service / Operation	
Explain the service or operation currently being funded by this fee and what steps, if any, could or have been taken to become more efficient in an effort to alleviate the need for any increase.	
This fee funds the Nautilus Card operation. UWF's security, access, identification card is called the Nautilus Card. The Nautilus Card serves as the University's official ID card, library card, copy card, university debit card, access card, and meal plan card. The services provided include a safe and convenient method for making on-campus purchases and payments, door access to various facilities including residence halls and the Aquatic Center, and admittance to various campus events and services such as the fitness center.	
In an effort to increase efficiency and reduce expenses, the Nautilus Card Office has streamlined processes with greater automation and has reduced staffing.	
Expanded Service / Operation	
Identify the additional or enhanced service or operation to be implemented with the increase and whether other resources were considered to meet this need:	
Services provided by the Nautilus Card Office are expanding as campus enrollment is expanding, especially in the areas of door access, Point of Sale terminals, and automatic deposit machines. A funding increase would allow for additional staffing during peak periods; replacement of aging equipment such as network managers (computers running specialized software that communicate with the 1card server and card readers and allow card reader transactions to be processed), clearing terminals, and photo ID systems; increased maintenance/service fees due to system expansion; price increases for equipment and supplies; and a planned software upgrade which necessitates the addition of some new and replacement equipment.	
As an auxiliary unit, it is incumbent upon the Nautilus Card operation to be self supporting. As such, no other resources are available to meet this need.	

**State University System
Florida Board of Governors
Request to Increase an Existing Fee - Regulation 7.003(2)(a)-(k)**

Impact to Student

Describe the financial impact to the typical student, including those with financial need:

An increased fee will result in students, including those with financial need, paying an additional \$10 per academic year.

Revenues / Expenditures

Current annual revenue collected:	\$110,000
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Incremental annual revenue to be collected:	\$110,000
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Describe the current expenditures from revenue generated by this fee (attach operating budget expenditure form).

Expenditures charged against this revenue include the following categories:

- **Salaries**
- **OPS**
- **Office Supplies/Equipment**
- **Printing**
- **Postage**
- **Travel/Memberships**
- **Marketing**
- **Credit Card Fees**
- **Card Supplies**
- **Data Communications**
- **Maintenance & Network Expenses (hardware & software)**
- **Auxiliary Overhead Reserve**

Other Information

Most non-student ID cards and badges are sold for a “one-time” fee of \$10; replacement cards are sold for \$15. We are not proposing an increase in these. Students, on the other hand, pay an “annual” ID fee. The bulk of work in the Nautilus Card office involves managing students’ accounts and providing services to students which is an on-going process and the reason that an annual fee is necessary. Staff cards, recreation access cards, badges, etc. generally do not require on-going support. Non-student ID cards and badges account for approximately \$29,000 in card revenue compared to \$110,000 from student ID cards. University funds pay for staff cards which will amount to an estimated \$3,200 in revenue this fiscal year.

STATE UNIVERSITY SYSTEM OF FLORIDA
Statement of Revenues, Expenditures, and Available Balances
University: University of West Florida
Fiscal Year 2011-2012 and 2012-13

Fee Title: Nautilus Card Fee

	² Estimated Actual <u>2011-12</u>	Estimated <u>2012-13</u>
<u>Balance Forward from Prior Periods</u>		
Balance Forward	\$ 143,468	\$ 117,079
Less: Prior-Year Encumbrances	-	-
Beginning Balance Available:	<u>\$ 143,468</u>	<u>\$ 117,079</u>
<u>Receipts / Revenues</u>		
Fee Collections--Nautilus Card Fee	\$ 110,000	220,000
Other Revenue	\$ 157,991	157,991
Interest Revenue - Current Year	-	-
Interest Revenue - From Carryforward Balance	-	-
Total Receipts / Revenues:	<u>\$ 267,991</u>	<u>\$ 377,991</u>
<u>Expenditures</u>		
Salaries & Benefits	\$ 114,085	\$ 125,000
Other Personal Services	4,000	10,000
Expenses	83,795	90,395
Operating Capital Outlay*	12,500	69,750
Student Financial Assistance	-	-
Expended From Carryforward Balance	-	-
¹ Other Category Expenditures:	80,000	100,000
Auxiliary Overhead Reserve		
Repair and Replacement		
Total Expenditures:	<u>\$ 294,380</u>	<u>\$ 395,145</u>
Ending Balance Available:	<u><u>\$ 117,079</u></u>	<u><u>\$ 99,925</u></u>

¹Provide details for "Other Categories" used.

²Column not needed if a request for a new fee.

To be attached to new or increased fee requests or block tuition proposals.

For block tuition proposals only the incremental revenue should be reported.

*OCO need is \$139,500 but splitting over two years so \$69,750 in 12/13 and in 13/14

University Tuition, Fees and Housing Projections (non-binding)

University of West Florida

<u>Undergraduate Students</u>	-----Actual-----			-----Projected-----			
	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16
Tuition (per Credit Hour):							
Base Tuition - (0% inc. for 2013-14 to 2015-16)	\$88.59	\$95.67	\$103.32	\$103.32	\$103.32	\$103.32	\$103.32
Tuition Differential (no more than 15%)	5.74	\$12.80	\$21.42	\$40.13	\$61.64	\$86.38	\$114.83
Total Base Tuition & Differential per Credit Hour	\$94.33	\$108.47	\$124.74	\$143.45	\$164.96	\$189.70	\$218.15
% Change		15.0%	15.0%	15.0%	15.0%	15.0%	15.0%
Fees (per Credit Hour):							
Student Financial Aid ¹	\$4.42	\$4.78	\$5.16	\$5.16	\$5.16	\$5.16	\$5.16
Building/Capital Improvement ²	\$4.76	\$4.76	\$4.76	\$4.76	\$4.76	\$4.76	\$4.76
Activity & Service	\$11.20	\$12.67	\$13.30	\$13.30	\$13.30	\$13.30	\$13.30
Health	\$5.19	\$6.62	\$7.23	\$7.23	\$7.23	\$7.23	\$7.23
Athletic	\$14.22	\$15.91	\$17.49	\$19.39	\$20.80	\$20.80	\$20.80
Transportation Access	\$1.80	\$1.80	\$3.00	\$6.00	\$8.00	\$10.00	\$10.00
Technology ¹	\$4.42	\$4.78	\$5.16	\$5.16	\$5.16	\$5.16	\$5.16
Green Fee				\$1.00	\$1.00	\$1.00	\$1.00
Marshall Center							
Other fees (insert other Board approved fees) ⁴							
Total Fees	\$46.01	\$51.32	\$56.10	\$62.00	\$65.41	\$67.41	\$67.41
Total Tuition and Fees per Credit Hour	\$140.34	\$159.79	\$180.84	\$205.45	\$230.37	\$257.11	\$285.56
% Change		13.9%	13.2%	13.6%	12.1%	11.6%	11.1%
Fees (Block per Term):							
Activity & Service							
Health							
Athletic							
Marshall Center							
Transportation Access							
Total Block Fees per term	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
% Change		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Total Tuition for 30 Credit Hours	\$2,829.90	\$3,254.10	\$3,742.20	\$4,303.50	\$4,948.80	\$5,691.00	\$6,544.50
Total Fees for 30 Credit Hours	\$1,380.30	\$1,539.60	\$1,683.00	\$1,860.00	\$1,962.24	\$2,022.24	\$2,022.24
Total Tuition and Fees for 30 Credit Hours	\$4,210.20	\$4,793.70	\$5,425.20	\$6,163.50	\$6,911.04	\$7,713.24	\$8,566.74
\$ Change		\$583.50	\$631.50	\$738.30	\$747.54	\$802.20	\$853.50
% Change		13.9%	13.2%	13.6%	12.1%	11.6%	11.1%
Out-of-State Fees							
Out-of-State Undergraduate Fee	\$408.94	\$408.94	\$408.94	\$408.94	\$408.94	\$408.94	\$408.94
Out-of-State Undergraduate Student Financial Aid ³	\$20.45	\$20.45	\$20.45	\$20.45	\$20.45	\$20.45	\$20.45
Total per credit hour	\$429.39	\$429.39	\$429.39	\$429.39	\$429.39	\$429.39	\$429.39
% Change		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Total Tuition for 30 Credit Hours	\$2,829.90	\$3,254.10	\$3,742.20	\$4,303.50	\$4,948.80	\$5,691.00	\$6,544.50
Total Fees for 30 Credit Hours	\$14,262.00	\$14,421.30	\$14,564.70	\$14,741.70	\$14,843.94	\$14,903.94	\$14,903.94
Total Tuition and Fees for 30 Credit Hours	\$17,091.90	\$17,675.40	\$18,306.90	\$19,045.20	\$19,792.74	\$20,594.94	\$21,448.44
\$ Change		\$583.50	\$631.50	\$738.30	\$747.54	\$802.20	\$853.50
% Change		3.4%	3.6%	4.0%	3.9%	4.1%	4.1%
Housing/Dining							
	\$7,576.00	\$7,856.00	\$8,006.00	\$8,976.00	\$9,478.00	\$10,010.00	\$10,570.00
\$ Change		\$280.00	\$150.00	\$970.00	\$502.00	\$532.00	\$560.00
% Change		3.7%	1.9%	12.1%	5.6%	5.6%	5.6%

¹ can be no more than 5% of tuition.

³ can be no more than 5% of tuition and the out-of-state fee.

² capped in statute.

⁴ insert other Board approved fees such as; Green Fee, Student Life Fee