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June 24, 2005

**MEMORANDUM**

**TO:** Dr. James E. Lyons Sr., President  
California State University, Dominguez Hills

**FROM:** Charles B. Reed  
Chancellor

**SUBJECT:** Miscellaneous Course Fees for Digital Media Arts Sections  
DMA 320, 325, 327, 330, 430, 431L, and 499, Miscellaneous  
Course Fee for Clinical Courses Requiring General Liability  
Insurance, and Transcript Evaluation Fees for Teaching  
Credential Candidates — Executive Order Number 956

Attached is a copy of Executive Order No. 956, which authorizes California State University, Dominguez Hills to establish Miscellaneous Course Fees for Digital Media Arts Sections DMA 320, 325, 327, 330, 430, 431L, and 499, Miscellaneous Course Fee for Clinical Courses Requiring General Liability Insurance, and Transcript Evaluation Fees for Teaching Credential Candidates.

In accordance with policy of the California State University, the campus president has responsibility for implementing executive orders where applicable and for maintaining the campus repository and index for all executive orders.

If you have questions regarding this executive order, please call the Budget Office at (562) 951-4560.

CBR/cc

Attachment

cc: CSU Presidents  
Executive Staff, Office of the Chancellor

The California State University  
Office of the Chancellor  
401 Golden Shore  
Long Beach, California 90802-4210  
(562) 951-4560

**Executive Order:** 956

**Effective Date:** June 24, 2005

**Supersedes:** No Prior Executive Order

**Title:** Miscellaneous Course Fees for Digital Media Arts Sections DMA 320, 325, 327, 330, 430, 431L, and 499, Miscellaneous Course Fee for Clinical Courses Requiring General Liability Insurance, and Transcript Evaluation Fees for Teaching Credential Candidates; California State University, Dominguez Hills

This executive order is issued under the authority granted by Education Code Sections 89035 and 89700, Standing Orders of the Board of Trustees, Chapter II, i, and Board of Trustees' Resolution RFIN 03-04-00, and consonant with Executive Order Number 740.

Effective June 24, 2005, California State University, Dominguez Hills is authorized to establish Category III, Miscellaneous Course Fees for Digital Media Arts Sections DMA 320, 325, 327, 330, 430, 431L, and 499, Miscellaneous Course Fee for Clinical Courses Requiring General Liability Insurance, and Transcript Evaluation Fees for Teaching Credential Candidates. The Miscellaneous Course Fees for Digital Media Arts Sections DMA 320, 325, 327, 330, 430, 431L, and 499 are established at a fee rate of \$15 and will cover costs that include equipment replacement parts, video tapes, DVDs, and CDs, batteries, lamps, and Gaffer's tape. The Miscellaneous Course Fee for Clinical Courses Requiring General Liability Insurance is established at a fee rate of \$7 and will cover the cost of blanket liability insurance coverage for students in clinical placements. The Transcript Evaluation Fees for Teaching Credential Candidates is established at a fee range of \$35 to \$65 to cover the cost of transcript evaluations for subject matter competency for students that are completing their undergraduate degrees at the CSU Dominguez Hills or to cover the cost to evaluate transcripts for subject matter competency for an individual who has completed a baccalaureate degree at another institution without an approved subject matter preparation program.

Revenue collected from the miscellaneous course fees and transcript evaluation fees is to be deposited either in the General Fund or in a local trust account, depending on the nature of the fee. In accordance with Education Code Section 89721(g), revenue collected may be deposited in a local trust account where the fee is required of those persons who, at their option, use the services or facilities, or are provided the materials, for which the fee is collected. In other words, if a person has the option to procure the service or materials for which the fee is charged on the open market or some other way separate from the university and still fulfill the requirements of the university, the revenue may be deposited in trust. Revenue so deposited shall be used solely to meet the costs of providing these services, materials, and facilities.

Otherwise, in accordance with Section 89724(a) of the Education Code, revenue collected from miscellaneous course fees and transcript evaluation fees shall be deposited in the State Treasury and credited to the General Fund for the support of the university in addition to such other amounts as may be appropriated therefor by the Legislature.



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Charles B. Reed, Chancellor

Date: June 24, 2005