

THE CALIFORNIA STATE UNIVERSITY AND COLLEGES
Office of the Chancellor
5670 Wilshire Boulevard
Los Angeles, California 90036

January 24, 1974

TO: Presidents *H. E. Brakebill*

FROM: H. E. Brakebill
Executive Vice Chancellor

SUBJECT: Authorization - Approval of 1974
Summer Session Course Fees
Executive Order No. 189

I am transmitting to you five (5) copies of Executive Order No. 189 which delegates authority to each President regarding Summer Session Course Fees.

Please address any questions you may have regarding this Executive Order to the State University Dean, Continuing Education.

HEB:cm

Attachment

Copies to: Vice Presidents for Business Affairs or
Administration
Vice Presidents for Academic Affairs
Deans of Continuing Education
Business Managers
Chancellor's Staff

THE CALIFORNIA STATE UNIVERSITY AND COLLEGES
Office of the Chancellor
5670 Wilshire Boulevard
Los Angeles, California 90036

January 24, 1974

Authorization - Approval of
1974 Summer Session Course Fees

Executive Order No. 189

This Executive Order is issued pursuant to Education Code Section 23759 and Paragraph III, Section 6, subdivision (1) of the Standing Orders of the Board of Trustees of The California State University and Colleges.

Effective February 1, 1974 each campus President is authorized to establish, increase and decrease 1974 Summer Session course fees (except courses offered as part of a pilot external degree program) in amounts falling within the limits specified below. Fees set as the minimum of each range are authorized by this Executive Order and do not require individual action.

<u>Fee Category</u>	<u>Semester Unit</u>	<u>Quarter Unit</u>
A. Administrative (Contract) Fee	\$9.00 - \$15.00	\$6.00 - \$10.00
B. Standard Course Fee	\$30.00	\$20.00
C. Special Course Fee		
1. Group I Course Fee		
a. Lecture- Discussion	\$30.00 - 36.00	\$20.00 - 24.00
b. Seminar	\$30.00 - 36.00	\$20.00 - 24.00
c. Activity	\$30.00 - 36.00	\$20.00 - 24.00
d. Workshop	\$30.00 - 36.00	\$20.00 - 24.00

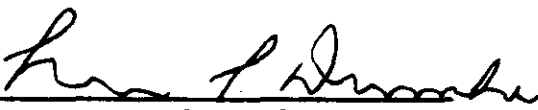
<u>Fee Category</u>	<u>Semester Unit</u>	<u>Quarter Unit</u>
e. Field Study	\$30.00 - 36.00	\$20.00 - 24.00
f. Internship	\$30.00 - 36.00	\$20.00 - 24.00
g. Individual Study	\$30.00 - 36.00	\$20.00 - 24.00
h. Independent Study	\$30.00 - 36.00	\$20.00 - 24.00
2. Group II Course Fees		
a. Laboratory	\$30.00 - 54.00	\$20.00 - 36.00
b. Student Teaching	\$30.00 - 54.00	\$20.00 - 36.00

Actions taken pursuant to this Executive Order are subject to the following requirements:

1. The President shall determine those Summer Session courses for which a new or revised fee is essential to assure academic quality and fiscal stability.
2. The campus shall detail the costs to be supported by the new or revised fee (including faculty salaries, travel, support services, etc.) and specify the number of students expected to enroll in the course. A record of these details shall be maintained on file by the campus office of Continuing Education.
3. The President shall determine the amount of the new or revised fee on the basis of the estimated course costs and anticipated enrollment levels.
4. These actions shall be performed prior to the time the course and course fee are either announced, publicized, or implemented, whichever occurs first.
5. Each Summer Session course fee change authorized shall be recorded on the prescribed form (a copy of which is attached) and maintained on file by the President. At the time each course fee change is approved, information copies of the prescribed form shall be submitted to the State University Dean, Continuing Education, and the Vice Chancellor for

Business Affairs for purposes of post audit review and for reporting to the Board of Trustees.

6. Requests for Summer Session course fees that are beyond the scope of this delegation shall be submitted to the State University Dean, Continuing Education, on the attached form. The completed form should be submitted at least ten working days prior to proposed first collection of fees. No such fee may be announced, publicized or implemented prior to receipt of written authorization from the Chancellor.


Glenn S. Dumke, Chancellor

Dated: January 24, 1974

Executive Order No. 189: Authorization - Approval of 1974
Summer Session Course Fees

L74-68

- Attachments: (A) Record of Summer Session Course Fee Changes
(B) Summer Session Course Fee Change - Request
for Authorization
(C) Acceptance of Authorization

THE CALIFORNIA STATE UNIVERSITY AND COLLEGES
RECORD OF SUMMER SESSION COURSE FEE CHANGES

ATTACHMENT
 Executive Order
 No. 189

 Campus Date Document Approval No.

Department	Course Number	Course Title	Unit Value	Estimated Enrollments	Course Fee Category	Authorized Fee Per Unit

CERTIFICATION

I certify that the provisions of Executive Order No. 189 have been complied with in determining the fee(s) authorized above and that a full record of estimated course cost detail is on file at this campus

 Authorized Signature

 Date

 Title

THE CALIFORNIA STATE UNIVERSITY AND COLLEGES
 SUMMER SESSION : RSE FEE CHANGE
 REQUEST FOR AUTHORIZATION

ATTACHMENT B
 Executive ()
 No. 189

Campus Date Request Number

New Fee Change in Existing Fee

Department	Course Number	Course Title	Unit Value	Course Fee Category	Requested Fee Per Unit

Estimated Course Costs

Instructional Costs

Faculty Salary \$ _____

Other Salaries (specify): _____

Staff Benefits _____

Operating Expense (specify): _____

Total, Instructional Costs \$ _____

Support Costs

Support Salaries (specify): \$ _____

Staff Benefits _____

Operating Expense (specify): _____

Total Support Costs \$ _____

Contingency \$ _____

Total Costs \$ _____

Estimated Units Enrolled _____

Total Revenue \$ _____

This request is submitted in compliance with Executive Order No. 189: _____

Campus Authorized Signature

This request is approved: _____

Chancellor's Office

ACCEPTANCE OF AUTHORIZATION

The conditions, limitations and authority contained in Executive Order No. 189 are hereby acknowledged and accepted.

I hereby authorize and empower _____,
(Name)

President at _____
(Title) (Campus)

_____, to act for me under the provisions of the authorization contained herein.

Glenn S. Dumke, Chancellor

ACCEPTED:

Name

President