June 21, 2004

MEMORANDUM

TO: Dr. Albert K. Karnig, President
    California State University, San Bernardino

FROM: Charles B. Reed
      Chancellor

SUBJECT: Miscellaneous Course Fees for Art Courses using the Visual Resource Center and Art Courses with a Laboratory — Executive Order Number 909

Attached is a copy of Executive Order No. 909, which authorizes California State University, San Bernardino to establish Miscellaneous Course Fees for Art Courses using the Visual Resource Center and Art Courses with a Laboratory.

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
Executive Order No. 909

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

Executive Order: 909
Effective Date: June 21, 2004
Supersedes: No Prior Executive Order
Title: Miscellaneous Course Fees for Art Courses using the Visual Resource Center and Art Courses with a Laboratory; California State University, San Bernardino

This executive order is issued under the authority granted by Education Code Sections 89035 and 89700, Standing Orders of the Board of Trustees, Chapter III, Sections 1, 2 and 6-f-1, and Board of Trustees’ Resolution RFIN 03-04-00, and consonant with Executive Order Number 740.

Effective June 21, 2004, California State University, San Bernardino is authorized to establish Category III, Miscellaneous Course Fees for Art Courses using the Visual Resource Center at a fee rate of $5 and Art Courses with a Laboratory at a fee rate of $25. The miscellaneous course fee for Art Courses using the Visual Resource Center will cover costs that include: film and processing, videotapes, CDs, DVDs, publications, and student assistants. The miscellaneous course fee for Art Courses with a Laboratory will cover costs that include: art supplies, duplicating, maintenance and supplies for art project equipment, software, student assistants, and models.

Revenue collected from miscellaneous course 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 the student 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 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.

Charles B. Reed, Chancellor
Date: June 21, 2004