Submitted by: Keith E. Whitfield, Provost

COURSE MATERIALS FEES ANNUAL REPORT (2018)

Information Report

The Board Statute on Student Fee Assessment (2.74.07) provides that once a year the President or his/her designee shall provide the Board of Governors with a report on course materials and breakage fees. Under the Statute, these course materials fees may be assessed in instances where a large portion of instructional costs is due to the use of consumable resources and will occur principally in courses with associated laboratory work or similar uses of consumables. Departments provide the rationale for the fee and the justification for the level of the fee. Funds received from the fees are deposited into a General Fund account and may be used by the College only for expenses for those courses. Requests for new course material fees or changes in existing course fees require approval of either the Provost (\$100 and under) or the President (over \$100).

Appendix 1 provides the list of the changes in course materials fees approved to begin in the fall 2018 semester. Also listed are brief explanations for the course fee requests. This year there were 122 such requests that were approved, of which one was for the elimination of the course fee. This compares to the 52 approved course material fee requests in 2015, 27 such requests in 2016, and 35 such requests in 2017. The number of course material fee requests over \$100.00 numbered 3 this year compared to 4 in 2015, 7 in 2016 and 5 in 2017. All of the fees over \$100 occurred because of software fee increases in the College of Fine, Performing and Communication Arts, particularly with the Art and Art History program.

SAC	<u>Number</u>	<u>Title</u>	Fee From	Fee To	Materials to be Purchased
	College of Fi	ne, Performing and	Communi	ication A	rts
Communication					
СОМ	5400	Techniques of Film and Video Production	\$125	\$150	Cameras, lenses, lavaliere mics, boom microphones, monitors, field recorders, headsets, lighting, gaffer kids, Avid, Adobe Creative Cloud, Red Giant, computer, lab support
Art and Art History					
AME	1060	NEW: Intro Jewelry & Metalsmithing - non-Art & Design major	\$0	\$75	Gas (oxygen, argon, ultramix, acetylene) tank refills, Metal, sand belts, blades, drill bits, chemical wax, equipment repair and replacement
ACO	1200	Surface Studio	\$45	\$105	Jars, Trays, Knifes, Pen, ink, paint, paper, rubber cement, pads, Adobe Creative Cloud.
ACO	1210	NEW: Intro to Studio Art	\$0	\$35	Bristol board, paint, cardboard, glue sticks, tongue depressors, toothpicks, rubber bands
ACO	1230	Space Studio	\$75	\$140	Knife, paper, glue sticks and gun, bulbs, Lighting kit, tape, velcro, nuts and bolts, pads, Adobe Creative Cloud
AGD	3270	NEW: Illustration	\$0	\$90	Adobe Creative Cloud, printers & toner, & printhead & maintenance, paper,
AGD	5740	NEW: Digital Experience Design	\$0	\$90	Adobe Creative Cloud, printers & toner, & printhead & maintenance, paper

SAC	<u>Number</u>	<u>Title</u>	Fee From	Fee To	Materials to be Purchased
AGD	5750	NEW: Information	\$0	\$90	Adobe Creative Cloud, printers &
		Design			toner, & printhead & maintenance,
					paper
AID	5302	NEW: Advanced	\$0	\$20	modeling foarm, abrasives,
		Studio/Batch			adhesives, band saw blades
		Production			
AID	6301	NEW: Design for Urban	\$0	\$20	transportation, modeling foam,
		Mobility			adhesive
Theatre & Dance					
DNC	1010	Intro to Modern Dance	\$60	\$85	Accompanists
DNC	1330	Production Practicum	\$60	\$85	Costume rental and creation, music
					royalties, lighting costs, venue rental
THR	1010	Intro to Theatre	\$0	\$60	Admission to 4 plays required for
					the course
THR	1211	Acting 1	\$15	\$25	Students in the Theatre courses come
THR	1215	Acting 2	\$15	\$25	together to produce plays in our
THR	1411	Fundamental Crafts:	\$35	\$45	theatre productions. Every
		Scenery and Costume			production serves as the laboratory
THR	1461	Fundamental Crafts:	\$35	\$45	extension of our classrooms and
		Lighting and Stage	ľ		studios. The cost of supplies is
THR	2211	Acting: Scene Studies	\$15	\$25	shared by the whole production
THR	2220	Introduction to Voice	\$15	\$25	budget for the each play at the
		and Movement			Hilberry, Bonstelle and Studio
THR	2221	Stage Movement 1	\$15	\$25	Theatre. The cost to produce the run
THR	2231	Voice Lab 1	\$15	\$25	of each Theatre play is approximately
THR	2581	Theatre Laboratory -	\$60	\$70	\$24,400; 4 Hilberry, 2 Bonstelle, and
		Performance			4 Studio Theatre productions/year = \$244,000.
THR	2582	Theatre Laboratory -	\$60	\$70	\$244,000.
		Scenery and Lighting			
THR	2583	Theatre Laboratory -	\$60	\$70	
		Costumes			

<u>SAC</u>	<u>Number</u>	<u>Title</u>	Fee From	Fee To	Materials to be Purchased
THR	2584	Theatre Laboratory -	\$60	\$70	These costs include royalties,
TUD	2505	Stage Management	¢co.	670	marketing, scenery, costumes,
THR	2585	Theatre Laboratory -	\$60	\$70	lighting, sound, and projections. It
		Theatre Management			would be unfair to impose a CMF on
THR	2587	Theatre Laboratory -	\$60	\$70	students steep enough to cover the costs. The majority of the production
		Production			costs for the plays are achieved
THR	2611	Stage Management	\$10	\$20	through ticket sales. The CMFs are
THR	2856	Theatre Laboratory -	\$60	\$70	limited yet contribute towards costs
		Running Crew			as the students work on each of the
THR	3211	Acting 3	\$15	\$25	
THR	3215	Acting 4	\$15	\$25	components required to present the
THR	3221	Stage Movement 2	\$15	\$25	plays. This proposal raises CMF
THR	3225	Stage Movement 3	\$15	\$25	\$10.00 per course as an offset of
THR	3231	Voice Lab 2	\$15	\$25	inflation and rising construction
THR	3235	Voice Lab 3	\$15	\$25	material costs. Total ticket revenue is
THR	3241	Dance Styles of Musical	\$15	\$25	currently approximately \$400,000. The additional ticket income funds
		Theatre			recruiting, full time staff personnel,
THR	3411	Technical Production:	\$35	\$45	
		Scenery and Lighting			graduate student assistantship, and undergraduate student assistants.
THR	3570	Technical Theatre	\$30	\$40	
		Problem			
THR	3581	Adv. Theatre	\$60	\$70	
		Laboratory -			
		Performance			
THR	3582	Adv. Theatre	\$60	\$70	
		Laboratory - Scenery			
		and Lighting			
THR	3583	Adv. Theatre	\$60	\$70	
		Laboratory - Costumes			

SAC	Number	<u>Title</u>	Fee From	Fee To	Materials to be Purchased
THR	3584	Adv. Theatre	\$60	\$70	
		Laboratory - Stage			
		Management			
THR	3585	Adv. Theatre	\$60	\$70	
		Laboratory - Theatre			
		Management			
THR	3586	Adv. Theatre	\$60	\$70	
		Laboratory - Running			
		Crew			
THR	3587	Adv. Theatre	\$60	\$70	
		Laboratory - Production			
THR	3651	Principles of Theatre	\$10	\$20	+
		Management			
THR	4211	Acting 5	\$15	\$25	
THR	4221	Stage Movement 4	\$15	\$25	
THR	4231	Voice Lab 4	\$15	\$25	
THR	4271	Acting for the Camera	\$15	\$25	
THR	5711	Play Direction 1	\$15	\$25	
THR	6211	Acting Studio I:	\$15	\$25	
		Fundamentals of			
		Stanislavski System			
THR	6215	Acting Studio II:	\$15	\$25	
		Introduction to Michael			
		Chekhov Tech			
THR	6221	Movement for Stage 1:	\$15	\$25	-
		Foundations of Physical			
		Awareness			
THR	6225	Movement for Stage II:	\$15	\$25	
		Introduction to			
		Movement Analysis			

SAC	Number	<u>Title</u>	Fee From	Fee To	Materials to be Purchased
THR	6231	Voice and Speech for Stage I: Voice Foundations for Actor	\$15	\$25	
THR	6235	Voice and Speech II: Speech Foundation for the Actor	\$15	\$25	
THR	7211	Acting Studio III: Advanced Michael Chekhov Technique	\$15	\$25	
THR	7215		\$15	\$25	
THR	7221	Movement for the Stage III: Physical, Spatial, and Ensemble Studies	\$15	\$25	
THR	7225	Movement for the Stage IV: Dance Styles	\$15	\$25	
THR	7231	Voice and Speech III:Vocalizing heightened Language and Shakespeare	\$15	\$25	
THR	7235	Voice and Speech IV: Musical Theatre singing Techniques	\$15	\$25	
THR	7271	Acting for the Camera	\$15	\$25	

SAC	Number	<u>Title</u>	Fee From	Fee To	Materials to be Purchased
THR	7665	Sourcing and Managing Project Funds	\$10	\$20	
THR	8211	Acting Studio V: Preparation for the Profession	\$15	\$25	
THR	8215	Acting Studio VI: Audition and Compositiion	\$15	\$25	
THR	8221	Movement for the Stage V: Advanced Partner Acrobatics	\$15	\$25	
THR	8225	Movement for the Stage VI: Physical Composition	\$15	\$25	
THR	8231	Voice and Speech V: Accents & Dialects for Stage & Media	\$15	\$25	
THR	8235	Voice and Speech VI: Media Techniques	\$15	\$25	
THR	8665	Managing Groups and Teams	\$10	\$20	
THR	8231	Voice and Speech V: Accents & Dialects for Stage & Media	\$15	\$25	
THR	8235	Voice and Speech VI: Media Techniques	\$15	\$25	
THR	8665	Managing Groups and Teams	\$10	\$20	

SAC	<u>Number</u>	<u>Title</u>	Fee From	Fee To	Materials to be Purchased					
	College of Liberal Arts and Sciences									
Physics and Astronomy										
РНҮ	6450	Introduction to Material and Device Characterization	\$0	\$60	Cantilever tips for AFM, liquid helium for transport measurements, sources for focused ion beam experiment					
Biology										
BIO	4350	Laboratory Research Experience in Molecular Bacterial Genetics	\$0	\$60	Eppendorf tubes, culture dishes, petri dishes, Bacto Agar, LP Broth, various enzymes, purification tips, pipettes, and other lab supplies					

College of Pharmacy & Health Sciences									
Clinical Labortory Science									
CLS	4000	Clinical Hematology	\$0	\$14	MediaLab, Inc. LabCE MLS				
					Examination Simulator software				
					license; 1/5 of cost				
CLS	4010	Clinical Chemistry	\$0	\$14	MediaLab, Inc. LabCE MLS				
					Examination Simulator software				
					license; 1/5 of cost				
CLS	4020	Clinical Blood Bank	\$0	\$14	MediaLab, Inc. LabCE MLS				
					Examination Simulator software				
					license; 1/5 of cost				
CLS	4030	Clinical Microbiology	\$0	\$14	MediaLab, Inc. LabCE MLS				
					Examination Simulator software				
					license; 1/5 of cost				

SAC	Number	<u>Title</u>	Fee From	Fee To	Materials to be Purchased
CLS	4050	Clinical Immunology	\$0	\$14	MediaLab, Inc. LabCE MLS
					Examination Simulator software
					license; 1/5 of cost
Mortuary Science					
MS	5996	Professional Review	\$0	\$100	Purchase of Practice National Board Examinations for students from the International Conference of Funeral Service Examining Boards.
Pathologist's Assistant					
PAA	7700	Forensic Pathology & Techniques	\$0	\$100	Instrument(saw) and stryker saw blades
Pharmacy					
РНА	4235	Pharmacotherapeutic Problem Solving I	\$75	\$85	Evalue (contract price increase)
PHA	5225	Principles of Pharmacotherapy V- Neurology, Psychiatry	\$0	\$70	Adding ExamSoft to P2 year
РНА	5235	Pharmacotherapeutic Problem Solving III	\$75	\$85	Evalue (contract price increase)
PHA	6235	Pharmacotherapeutic Problem Solving V-Drug Induced Diseases	\$0	\$85	New curriculum-Evalue software charge for P3s
Pharmacy Practice					
PPR	4245	Patient Care Lab I	\$35	\$40	Increase in supply cost and OSCE use
PPR	5145	Patient Care Lab II	\$35	\$40	Increase in supply cost and OSCE use
PPR	5245	Patient Care Lab III	\$35	\$40	Increase in supply cost and OSCE use

SAC	Number	<u>Title</u>	Fee From	Fee To	Materials to be Purchased
PPR	5265	Introductory Pharmacy Practice Experience III	\$75	\$0	No longer using the Pharmacy Curriculum Outcomes Assessment for P2s starting Jan 2019
PPR	6145	Patient Care Lab IV	\$0	\$40	New curriculum-Patient care lab course- lab supplies
PPR	7410	Advanced Practice Patient Care 1 (Inpatient/Acute Care General Medicine)	\$75	\$85	Evalue (contract price increase)
Radiation Therapy Technology					
RT	3330	Clinical Practicum II	\$0	\$65	To enter the (MSRT) essay competition students are required to have a student membership and to be registered for one day of the MSRT Annual Meeting. The course material fee would be used towards registration of one day of the Michigan Society of Radiation Technologists (MSRT) Annual Meeting. The cost is over \$100.00 per student. The students will have a smaller "one time expenditure".

SAC	<u>Number</u>	<u>Title</u>	Fee From	Fee To	Materials to be Purchased
		College of Educa	ation	1	
Kinesiology, Health, & Sport Studies					
SAM	5750	Internship in Sports Management	\$0	\$15	(include our KHS student interns in) the university's liability insurance program through HPSO
SAM	8750	Internship in Sports Management	\$0	\$15	(include our KHS student interns in) the university's liability insurance program through Risk Management
ATR	5115	Acute Care of Athletic Injuries	\$0	\$30	Expendable supplies for competencies encompassed in the course. These include items for: preventative taping, wound care, and emergency medicine.
ATR	5140	Anatomical Basis of Sports Medicine	\$0	\$100	Expendable supplies for cadaver examination and exploration, such as gloves, gowns, cleaning supplies. Additionally, annual expense for one cadaver is projected to cost \$3000.00
ATR	5149	Pre-Season Integrative Experience I	\$0	\$50	Evalue software. \$50 per student, per semester.
ATR	5150	Integrative Experience in AT I	\$0	\$50	Evalue software. \$50 per student, per semester.
ATR	5151	Integrative Experience in AT II	\$0	\$50	Evalue software. \$50 per student, per semester.
ATR	5159	Pre-Season Integrative Experience II	\$0	\$50	Evalue software. \$50 per student, per semester.

SAC	<u>Number</u>	<u>Title</u>	Fee From	Fee To	Materials to be Purchased
ATR	5251	Integrative Experience	\$0	\$50	Evalue software. \$50 per student, per
		in AT III			semester.
ATR	5252	Clinical Immersion	\$0	\$50	Evalue software. \$50 per student, per
					semester.
Teacher Education Division					
SED	5040	Language,	\$0	\$4	Peabody Picture Vocabulary Test IV
		communication,			booklet, 1 per student
		development, and			
		interventions			
SED	5060	Developing observation	\$0	\$4	Brigance Inventory of Early
		and assessment skills			Development III, 1 per student
SED	5090	Special education and	\$0	\$4	Brigance Transition Skills Inventory, 1
		transition services			per student
SED	6050	Language,	\$0	\$4	Peabody Picture Vocabulary Test IV
		communication,			booklet, 1 per student
		development, and			
		interventions			
SED	7770	Assessment and	\$0	\$4	Kaufman Test of Educational
		evaluation in			Achievement III booklet, 1 per
		special/inclusive			student
		education			
Theoretical and Behavioral Foundations					
CED	7080	Career Development	\$20	\$30	Booklets, Workbooks, Surveys,
		and Counseling			Processing
CED	7120	Assessment for	\$52	\$82	Tests and Surveys
		Counselors and			
		Rehabilitation			
		College of Engine	ering		
		33.1080 31 2.1181110	<u></u>		
Data Science and Analytics					

SAC	<u>Number</u>	<u>Title</u>	Fee From	Fee To	Materials to be Purchased
DSA	7500	Advanced Analytics Data Science Practicum	\$0	\$50	Cloud Computing Clusters
DSA	6100	Statistical Methods for Data Science & Analytics	\$0	\$50	Cloud Computing Clusters
Industiral Engineering					
IE	7860	Intelligent Analytics	\$0	\$50	Cloud Computing Clusters
Mechanical Engineering					
ME	3450	Manufacturing Processes 1	\$10	\$25	Raw materials, machining of tensile specimen, cutting tools, maintenance of testing systems and instruments
ME	4150	Design of Machine Elements	\$25	\$40	3D printer cartridges
ME	4300/5330	Thermal Fluid Systems Design	\$25	\$40	Academic software license of Mentor Graphics software package
ME	4500/5500	Mechanical Engineering Design II	\$25	\$50	3D printing materials, project prototype materials, machining and welding costs
ME	5800	Combustion Engines	\$0	\$35	Academic software license of GT Power Suite
ME	5810	Combustion and Emissions	\$0	\$35	Academic software license of ANSYS- Chemkin Suite