



THE FLORIDA STATE UNIVERSITY
DIVISION OF STUDENT AFFAIRS

MEMORANDUM

TO: President Eric J. Barron

FROM: Mary B. Coburn *Mary B. Coburn*
John Carnaghi *John Carnaghi*

DATE: November 30, 2012

SUBJECT: **Capital Improvement Trust Fund (CITF) Allocation and CITF Fee Increase**
Fiscal year 2013-2014

The CITF projects were reported to the Board of Governors as an amendment to our 2013-2014 Fixed Capital Outlay Budget Request.

The per credit hour student fee assessment includes the CITF fee of \$4.76; FSU remits all fee collections to the Board of Governors. Periodically, these funds are reallocated to the universities for student related facilities. The Board of Governors has advised that a distribution of \$23,500,000 is expected during fiscal year 2013-2014.

1. CITF Allocation

A CITF Fee Committee comprised of four students and four staff members evaluated requested CITF projects; the following projects are recommended for approval:

Project	Amount
Renovations and modifications to Barron Building (Panama City)	\$250,000
Student Union, Phase One (Main)	\$23,250,000
Total Allocation	\$23,500,000

2. CITF Fee Increase

The CITF Committee approved the maximum increase of \$2.00 per credit hour for the CITF fee. The proposed fee would be \$6.76 per credit hour, which does not exceed 10% of tuition adhering to Florida Statute 1009.24.



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MEMORANDUM

TO: President Eric J. Barron
FROM: Mary B. Coburn *MBC*
DATE: December 3, 2012
SUBJECT: Activity & Service Fee Increase (Panama City Campus)

Please review the attached memo dated November 28, 2012 proposing a 5% increase for the Activity and Service fee on the Panama City campus. The Student Government Council passed the recommendation unanimously.



MEMORANDUM

To: Dr. Allison Crume / Ofc of Student Affairs
 From: Trina Jackson, Assoc. Director / PCC Student Affairs *Trina*
 Date: November 28, 2012
 Re: **A&S Fee Committee Proposal**

Committee Members:

- Jeanie Shults, Chair (student)
- Monica Newsome (student)
- Joshua Schmidt (student)
- Becki Boortz (staff)
- John Smith (faculty)

Meeting Dates:

- Committee Meeting #1:** October 31, 2012
- Public Forum:** November 14, 2012 (67 students voted / 60 voted in support of 5% increase)
- Committee Meeting #2:** November 15, 2012 (Recommended 5% increase.)
- Student Government Council Recommendation:** November 26, 2012 (Motion 14-31.A – passed unanimously in favor of 5% increase.)

	2012-2013 Actual Per Credit Hour	2013-2014 Proposed Per Credit Hour	Percent Change	Projected Additional Revenue 2011-2012*
Activity & Service Fee	\$9.41	\$9.88	5% (\$.47)	\$13,445.76

* Projected 28,608 credit hours for academic year 2013-2014