

Title: Process for Increase of Student Activity Fees	Procedure Number: 7-A	Page 1 of 1
Board Policy or Policies: Policy 7.3	Adopted by: Carrie Besnette Hauser, President Date of Last Revision: May 16, 2018	

Student Government charters and constitutions must be in alignment with Board Policy and college procedures. When a Student Government or campus wishes to add or increase a student activity fee a campus wide vote should be conducted. Increases or the addition of student activity fees must be supported by an exceptional majority defined as a minimum of two-thirds (2/3) of the voting student populations.

All Student Governments or campuses wishing to add or increase a fee should;

- Provide the student body with a written justification for the proposed fee or increase
- Details on how the fee will used and managed
- Provide the opportunity for students to give feedback before a vote is scheduled

When a Student Government or campus has determined that they will conduct a vote;

- Marketing plans should be developed to inform students of the vote. Plans should include details to reach all students at the campus
- Voting should be scheduled in a manner to maximize participation
- All votes must be verifiable and should be representative of the campus population (FT v. PT, Certificate, AA and BA students)

Colorado Mountain College’s Board of Trustees considers tuition and fee increases in January of each year. Any fee changes, including voting results, need to be presented for consideration at least 15 days prior to this meeting. All Board approved fees will be implemented in the next academic year.