



Student Services Fee Hearings Agenda

3/27/15
9:00am
Multipurpose Center 159

Meeting called by: Dr. Jason Smith **Type of meeting:** Student Service Fee Hearing

Note taker: Roneka Polidore non-voting

Attendees: Dr. Jason Smith (Dean of Student Services – Chair) non-voting member
 Angela Bammert (Coordinator, Student Activities) voting member
 Lisa Griffin (Accountant II) voting member
 Paul Rodriguez (Assistant Professor of Process Operating Technology) voting member
 Sheila Trahan (Assistant Professor, Chair of Allied Health & Science Department) voting member
 Kenya Holder-McCurley (SGA President) voting member
 Ramona Tate (SGA Vice President) voting member
 Whitney Viator (SGA Secretary/Treasurer) voting member
 Natausha Clark (President of Society of Associate Accountants) voting member
 Julio Alvarez (President of Action Community Education Service -ACES) voting member

Alternate Student Hearing Members (if needed)

Hunter Smith (Vice President of the Design Engineering Technology Organization)

---- Agenda Topics ----		
Call to Order	Dr. Smith at 9:07 am	
Purpose of Hearing	Announce officially the fee structure for our FY16 to the student body representatives and gain approval to present request to LIT President and TSUS Board of Regents	
Compulsory Fees	Lisa Griffin/ Bonnie Albright	Student Center Fee = \$30 Rec Center Fee = \$77 Tech Services Fee = \$18 per credit hour Health Center Fee = \$38 Library Use Fee = \$6 per credit hour
Voluntary Fees	Lisa Griffin/ Bonnie Albright	Example = Parking Fee, ID Fee
Current Student Services Fees	Dr. Smith	\$23.75 per credit hour Estimated FY16 revenue \$1,348,000

Current carry amount from previous years	Dr. Smith	\$2,800,000 For future expansion projects
Student Services Fees Budget Request Student Government Association (\$90,335.00)	Angie Bammert	Yea <u> 9 </u> Nay <u> 0 </u> Abstain <u> 0 </u> = 9 Approved Not approved Tabled Motioned by <u>Ramona Tate</u> Seconded by <u>Lisa Griffin and Julio Alvarez</u>
Activities and Equipment (\$415,425.00)	Angie Bammert	Yea <u> 9 </u> Nay <u> 0 </u> Abstain <u> 0 </u> = 9 Approved Not approved Tabled Motioned by <u>Paul Rodriguez</u> Seconded by <u>Lisa Griffin and Julio Alvarez</u>
Salaries (\$306,947.21)	Dr. Smith	Yea <u> 8 </u> Nay <u> 0 </u> Abstain <u> 1 </u> = 9 Approved Not approved Tabled Motioned by <u>Paul Rodriguez</u> Seconded by <u>Lisa Griffin and Ramona Tate</u>
Summary / Contingency of (\$137,700.79) or (10% of total estimated income)	Dr. Smith	Yea <u> 9 </u> Nay <u> 0 </u> Abstain <u> 0 </u> = 9 Approved Not approved Tabled Motioned by <u>Julio Alvarez</u> Seconded by <u>Paul Rodriguez and Lisa Griffin</u>
Department / Program Request SkillsUSA (\$75,792)	Pat O'Connor	Yea <u> 9 </u> Nay <u> 0 </u> Abstain <u> 0 </u> = 9 Approved Not approved Tabled Motioned by <u>Paul Rodriguez</u> Seconded by <u>Angela Bammert and Lisa Griffin</u>
Learning Lab - Institutional Request professional tutors (\$17,000)	Michelle Davis	Yea <u> 9 </u> Nay <u> 0 </u> Abstain <u> 0 </u> = 9 Approved Not approved Tabled Motioned by <u>Ramona Tate</u> Seconded by <u>Paul Rodriguez, Nautasha Clark, Whitney Viator, and Kenya Holder-McCurley</u>
Public Information (\$300,000)	Beth Miller	Yea <u> 9 </u> Nay <u> 0 </u> Abstain <u> 0 </u> = 9

		<p>Approved Not approved Tabled</p> <p>Motioned by <u>Ramona Tate and Angela Bammert</u></p> <p>Seconded by <u>Kenya Holder-McCurley, Lisa Griffin, Whitney Viator, and Nautasha Clark</u></p>
Distance Education – Online Tutoring (\$4,800)	Jason Woodall	<p>Yea <u> 9 </u> Nay <u> 0 </u> Abstain <u> 0 </u> = 9</p> <p>Approved Not approved Tabled</p> <p>Motion by <u>Shelia Trahan</u></p> <p>Seconded by <u>Whitney Viator and Nautasha Clark, Angela Bammert, and Kenya Holder-McCurley</u></p>
Next Steps of Process	Dr. Smith	<ol style="list-style-type: none"> 1. Votes and budget presented to Dr. Szuch. 2. Once presidential approval is obtained, votes and budget is presented to TSUS Board of Regents for final approval.
Final Question / Comments/ Concerns	Board Members/ Audience	
Motion to Adjourn		<p>Initiated by <u>Ramona Tate</u></p> <p>Seconded by <u>Julio Alvarez</u></p>

Spring 2015 Semester

Hrs	Texas Resident Tuition	Non-Texas Resident Tuition	Student Services Fee	Student Center Fee	Rec Center Fee	Tech Service Fee	Health Center Fee	Library Use Fee	Total Texas Resident	Total Non-Texas Resident
1	119.90	470.90	23.75	30.00	77.00	18.00	38.00	6.00	312.65	663.65
2	239.80	941.80	47.50	30.00	77.00	36.00	38.00	12.00	480.30	1,182.30
3	359.70	1,412.70	71.25	30.00	77.00	54.00	38.00	18.00	647.95	1,700.95
4	479.60	1,883.60	95.00	30.00	77.00	72.00	38.00	24.00	815.60	2,219.60
5	599.50	2,354.50	118.75	30.00	77.00	90.00	38.00	30.00	983.25	2,738.25
6	719.40	2,825.40	142.50	30.00	77.00	108.00	38.00	36.00	1,150.90	3,256.90
7	839.30	3,296.30	166.25	30.00	77.00	126.00	38.00	42.00	1,318.55	3,775.55
8	959.20	3,767.20	190.00	30.00	77.00	144.00	38.00	48.00	1,486.20	4,294.20
9	1,079.10	4,238.10	213.75	30.00	77.00	162.00	38.00	54.00	1,653.85	4,812.85
10	1,199.00	4,709.00	237.50	30.00	77.00	180.00	38.00	60.00	1,821.50	5,331.50
11	1,318.90	5,179.90	250.00	30.00	77.00	198.00	38.00	60.00	1,971.90	5,832.90
12	1,438.80	5,650.80	250.00	30.00	77.00	216.00	38.00	60.00	2,109.80	6,321.80
13	1,558.70	6,121.70	250.00	30.00	77.00	234.00	38.00	60.00	2,247.70	6,810.70
14	1,678.60	6,592.60	250.00	30.00	77.00	252.00	38.00	60.00	2,385.60	7,299.60
15	1,798.50	7,063.50	250.00	30.00	77.00	270.00	38.00	60.00	2,523.50	7,788.50
16	1,918.40	7,534.40	250.00	30.00	77.00	288.00	38.00	60.00	2,661.40	8,277.40
17	2,038.30	8,005.30	250.00	30.00	77.00	306.00	38.00	60.00	2,799.30	8,766.30
18	2,158.20	8,476.20	250.00	30.00	77.00	324.00	38.00	60.00	2,937.20	9,255.20
19	2,278.10	8,947.10	250.00	30.00	77.00	342.00	38.00	60.00	3,075.10	9,744.10
20	2,398.00	9,418.00	250.00	30.00	77.00	360.00	38.00	60.00	3,213.00	10,233.00

Don't forget.....The bacterial meningitis vaccine is required for new students under age 22.

SGA Proposed Budget FY16

Description	Quant.	Unit Cost	Equipment	M&O	Travel	1 time expenses In RED
Equipment						
Camera	1	500	\$ 500.00			
External Hard Drives backup/travel	3	200	\$ 600.00			
Electronic Voting System	1	5000	\$ 5,000.00			
				total equipment		
Stipends						
SGA Officer Stipends	3	5220		\$ 15,660.00		
President						
Vice President						
Secretary/Treas.						
Office Supplies						
Office Supplies	1	5000		\$5,000.00		
includes holiday décor, basic off. supplies printer ink, paper, posting board materials, business cards, etc.						
Consumables						
Sam's Club (consumables)	1	2000		\$2,000.00		
SGA Meetings (refreshments)	16	80		\$ 1,280.00		
Fast Signs (campus signage)	1	1000		\$ 1,000.00		
Travel						
SGA Travel (SAB-Board of Regents)						
1.) Alpine - Sul Ross						
*meals \$75 per day x 2 stud.=150	3	150			\$ 450.00	
*hotel \$200 per night x 2 stud.=400	2	400			\$ 800.00	
*travel \$400 per st. roundtrip flight	2	800			\$ 1,600.00	
*parking, incidentals, gp.activities	2	50			\$ 100.00	
2.) Hunstville - Sam Houston State						
*meals \$75 per day x 2 stud.=150	3	150			\$ 450.00	
*hotel \$200 per night x 2 stud.=400	2	400			\$ 800.00	
*travel \$300 per st. roundtrip miles	2	300			\$ 600.00	
*parking, incidentals, gp.activities	2	50			\$ 100.00	
3.) San Marcos - Texas State						
*meals \$75 per day x 2 stud.=150	3	150			\$ 450.00	
*hotel \$200 per night x 2 stud.=400	2	400			\$ 800.00	
*travel \$300 per st. roundtrip miles	2	300			\$ 600.00	
*parking, incidentals, gp.activities	2	50			\$ 100.00	
4.) Austin - TSUS Headquarters						
*meals \$75 per day x 2 stud.=150	3	150			\$ 450.00	
*hotel \$200 per night x 2 stud.=400	2	400			\$ 800.00	
*travel \$300 per st. roundtrip miles	2	300			\$ 600.00	
*parking, incidentals, gp.activities	2	50			\$ 100.00	
5.)Final mtg. adds 2 more travelers	2	1950			\$ 3,900.00	
Operational						
Facilities&IT fee(evening&wkends)	1	800		\$ 800.00		
*IT \$25hr/Facilities \$15hr for 20hrs						
Interpreters \$25hr for 14 SGA mtgs.	1	350		\$ 350.00		

Uniforms			
Officer Uniforms			
2 SAB shirts at 45 ea. \$90 x 2 stud.	1	90	\$ 90.00
3 SGA Mtg polos at 35ea \$105x3stud.	1	105	\$ 105.00
Freight on all shirt order deliveries	2	50	\$ 100.00
Promotional			
SGA Promo/Booth at other events	6	600	\$ 3,600.00
Handouts from the Office of SGA to pass out			
Counselor Workshp., Hisp. Herit., Black History,			
Open House, community visits and 7 Orientatlons			
SGA 2015/2016 bulk order T-Shirts	1	1000	\$ 1,000.00
For special events, off site events, tours and other campus activities			
SGA Sponsored Activities			
Awards Banquet	1	8500	\$ 8,500.00
meal \$3500 (200 heads=15 per plate)			
take home memorabella \$1000			
paper and printing needs \$200			
themed décor & photos \$800			
awards, certificates, cords, stoles \$3000			
Brown Bag Day	1	1000	\$ 1,000.00
"Be prepared for your day" event			
covers snacks at finals, supplies for first class day, student treats for Holidays, etc.			
Community Service Fall	1	250	\$ 250.00
Refreshments,Thk you volunt., materials, promo, van rental			
Community Service Spring	1	250	\$ 250.00
Refreshments,Thk you volunt., materials, promo, van rental			
Eagle Daze	4	600	\$ 2,400.00
Stud. appreciation days, advertise , handouts, supplies			
Elections & Poles	2	100	\$ 200.00
Volunteer refreshments,thank you x 2days			
Event promotion, advertising, printing needs			
Food Fest or Silent Auction	2	400	\$ 800.00
Fund raising event for stud. orgs.			
supplies, money bags, clip boards, promo, décor,			
food permits, advertising, both fall and spring			

Health Awareness Summit	1	600		\$ 600.00		
\$400 Lunch for volunteers						
\$100 Event promo, advertising, printing needs						
\$100 Thk you volunt., materials & supplies						
Spirit Week - Show your LIT Pride	1	1000		\$ 1,000.00		
Mon-Silly Hat Day, photo station, props						
Tues-Program Pride Day, door decorating contest, materials, prizes						
Wed-Tie Day, show professional or silly side, photo station, props						
Thurs-Go Green Day, recycle collection, wear green						
Fri-Proud to be LIT! wear LIT gear, add red,white, blue stars to wall of stars						
Student Chill Day	2	200		\$ 400.00		
board games, cards, magazines, refreshments, promo						
Student Organization Day	2	300		\$ 600.00		
meet & greet with student group fair, promos printing, handouts, supplies						
SGA Community Relations Project	1	1000		\$ 1,000.00		
\$500 promotionals highlighting benefit of leadership roles & higher education						
\$500 fuel/travel expenses (includes meetings with other local colleges and area high school/youth group visits.)						
Student Org. Funds (Co-sponsorship funding)	22	1000		\$ 22,000.00		
special approval funds						
Thanksgiving Food Drive	1	150		\$ 150.00		
stud. org. contest prize-usually pizza party collection boxes and wrapping paper, printing flyers						
Week of Welcome	2	700		\$ 1,400.00		
Advertising, promos, printing, hand outs, supplies						
consumables such as popcorn, snowcones, snacks						
Column Totals			\$ 6,100.00	\$ 71,535.00	\$ 12,700.00	
Total Budget Proposal						\$ 90,335.00

Student Service Fees - Proposed Budget FY16 -Requests for the Office of Student Services

Description	Quant.	Unit Cost	Equipment	M & O	Travel	RED=One time expense
Equipment						
Color Laser Printer with toner prints up to 11x17 in size	1	2500 \$	2,500.00			
Computer workstations (new employee)	1	500 \$	500.00			
Computers for employee	1	600 \$	600.00			
Display shelves and posting boards	1	1600 \$	1,600.00			
job posts, guides, current events, literature						
Office Chairs						
Office Chairs	1	200 \$	200.00			
4 tier filing cabinets	2	260 \$	520.00			
Point and Shoot photo camera	1	500 \$	500.00			
Video Camera/Digital Camcorder	1	500 \$	500.00			
Ipod/MP3 Player - Music Storage	1	250 \$	250.00			
Microphone and Speaker system	1	1000 \$	1,000.00			
Indoor/Outdoor extension cord HD	2	50 \$	100.00			
Pipe & drape photo station	1	400 \$	400.00			
Digital photo frame display	3	200 \$	600.00			
Changeable letter yard signs	4	200 \$	800.00			
Greenery Décor for generic events	1	250 \$	250.00			
Event lighting (up lights)	2	250 \$	500.00			
Collapsible columns/pedistals	1	200 \$	200.00			
Electric Stapler	1	100 \$	100.00			
Refurnishing/ Decorating of Mega Bits social space	1	100000 \$	100,000.00			
Orientation Projector	1	1000 \$	1,000.00			
Orientation Laptop	1	800 \$	800.00			
Digital Voice Recorders	20	50 \$	1,000.00			
Transcription Kit	2	400 \$	800.00			
Orientation Screen	1	500 \$	500.00			
Operating Expenses						
Sam's Club	1	5000		\$ 5,000.00		

Office Supplies	1	5000	\$ 5,000.00	
Tech Star Student Ambassadors	6	500	\$ 3,000.00	
Tech Star Uniform Polos	12	40	\$ 480.00	
Act.Prog.Awareness(Promo/Prtng.)	2	2500	\$ 5,000.00	
LIT Office of Student Activities promo items				
Maintenance & IT (evenings/wkends)	1	1200	\$ 1,200.00	
IT \$25hr/Facilities \$15hr. for 30hrs.				
Interpreters \$25hr x 35for activities	1	875	\$ 875.00	
Fast Signs (campus signage)	1	1000	\$ 1,000.00	
Campus Clarity Training License	1	5000	\$ 5,000.00	
Professional Development-Travel	4	3000	\$ 12,000	
1 leadership/1 career development for 2 employees				
Local Travel	1	15000	\$ 15,000.00	
Student Service Specific Promotionals	1	50000	\$ 50,000.00	
Postage	1	8500	\$ 8,500.00	
Student Activities/Campus Life				
Movie night copy right permissions (for multiple events)	1	10000	\$ 10,000.00	
Black History Month Celebration	1	13000	\$ 13,000.00	
contracted guest speaker \$5000				
Catered lunch \$3000				
Shirts for workers, volunteers & guests \$500				
Star Awards \$500				
Decorations \$500				
Programs, printing needs, advertis.\$300				
Sams-Drinks, plates, cups, utensils \$200				
Thank you for program participants \$200				
Movie night copy right license permissions (included in copyright permissions)				

MLK Parade truck and trailer rental, fuel (\$1000)								
Candy to give away during the parade (\$300)								
T-shirts for students participants to wear in parade (\$500)								
Banners for parade (\$1000)								
Cancer Awareness Week	1	500			\$	500.00		
and Tobacco Awareness Week	1	500			\$	500.00		
Advertise, printg&wkshop supplies								
guest speaker fees, ribbon, pins, stickers								
Christmas Family Event	1	500			\$	500.00		
supplies for the games and tables								
refreshments, Christmas decor								
City/County - Small Vehicle Parades	2	500			\$	1,000.00		
vehicle rental fees, gas refills, candy, décor								
Community Service Walks	2	200			\$	400.00		
promo, registration fees, refreshm.								
Constitution Day	1	1000			\$	1,000.00		
refreshments and recognition awards								
Contest for a Cause	1	500			\$	500.00		
event promo and prizes/recognition								
Conversation Series/Socials	2	1000			\$	2,000.00		
meet and greets, advertisements, refreshments, décor, other supplies								
Counselor Workshop & Luncheon	1	2500			\$	2,500.00		
food								

gifts	1	2500	\$ 2,500.00	
De-stressing Event message tables, yoga, dance, breathing techniques	2	1500	\$ 3,000.00	
Eagles Succeed projects (week) Retention/motivation/success Wk. contest supplies & prizes, speakers changeable photo station displays	1	2000	\$ 2,000.00	
Entertainment Day just for fun, bands, comedians, cool acts	2	2000	\$ 4,000.00	
Field Trip to Fun student travel for entertainment example: canoe, hiking, fairs, food tastings admission fees, van rental, meals, fuel	1	1500	\$ 1,500.00	
Fun Day (on campus) rental fees, silly props, supplies refreshments, stud.prizes, games	1	2000	\$ 2,000.00	
Hispanic Heritage Day contracted guest speaker \$5000 Catered lunch \$3000 Shirts for workers, volunteers & guests \$500	1	10000	\$ 10,000.00	
Awards & thank you for program participants \$200				
Decorations \$400				
Programs, printing needs, advertsis.\$200				
Sams-Drinks, plates, cups, utensils \$200				
Hired services (band, servers, etc.) \$500				

Movie night copy right permissions (included in copy right permissions)					
Know your History - monument/museum	1	1000	\$ 1,000.00		
student travel for learning, community support and volunteer services, van rental meals, fuel					
Leadership LIT (Campus Workshops)	1	2000	\$ 2,000.00		
Advertise, printig&wkshop supplies					
Contracted wkshop presenter fees	3	1000	\$ 3,000.00		
Leadership Conference (Abroad)	2	3000	\$ 6,000.00		
registration, vehicle rentals, meals					
LIT supports LU Athletics Event	1	600	\$ 600.00		
rental washer boards, refreshments					
food permit, promo/printing, tickets					
Mardi Gras	1	5000	\$ 5,000.00		
LIT throw cups & frisbees \$1000					
Float rental & supplies \$1400					
Truck rental to pull float \$400					
Beads \$2200					
Motivational Guest/Stud.Empowermnt.	2	4000	\$ 8,000.00		
Guest speaker fees, travel, hotel					
Multi-Cultural Week	1	2500	\$ 2,500.00		
supplies for the games and tables					
Promo for event, thank you for guests					
cultural cuisins from area locations					
Orientation					

Tshirts	1	3000	\$ 3,000.00	
Online Orientation Provider	1	8000	\$ 8,000.00	
Folders	1	1000	\$ 1,000.00	
Mailouts	1	3000	\$ 3,000.00	
President's Open Forum	2	300	\$ 600.00	
Advertise, coffee, refreshm., utensils				
Sex.Assault, Domestic Vjol, Bullying	1	5000	\$ 5,000.00	
anti violence awareness promos				
papers, printing, pamphlets				
guest speakers, travel fees,				
workshop supplies, take home resources				
Showcase of Services & Student Pop. Variations on Campus				
All students encouraged to mix, mingle and learn about others				
A broader view of "student diversity"				
Veterans Showcase	1	600	\$ 600.00	
*promotion, refreshments, handouts, prizes, décor, small US Flags				
First Gen./First Time Student Mixer	1	600	\$ 600.00	
*promotion, refreshments, handouts, prizes, décor				
*games, icebreakers, information break out sessions				
Graduates: Final Step & Final Pose	1	500	\$ 500.00	
*campus guests allow students to purchase caps&gowns. Students have opportunity				

*to take graduation photos in scenic areas on campus							
Victims & Support Services	1	500	\$ 500.00				
*Title IX Awareness Day, campus guests,							
*informational resources, handouts, activities							
*refreshments, student training, event promo							
Campus Speak - Bystander Intervention /Sexual Assault Prevention - Title IX	1	7750	\$ 7,750.00				
Speaker fee \$6000							
Food \$1000							
Event Advertisment \$500							
Decorations \$250							
Take Back the Night	1	4800	\$ 4,800.00				
Speaker fee \$2000							
Food \$1200							
Advertiement \$600							
Candles/ Decorations \$500							
Give away Items \$500							
"Let's Chat"-showcase deaf students	1	500	\$ 500.00				
*for ALL students, by DEAF students							
*info session on assisting with a video chat							
*basic sign language for everyone, games, icebreakers,							
*promotion, refreshments, handouts, prizes, décor							
Special Populations Awareness Speaker	1	8000	\$ 8,000.00				

*speaker fee, advertisements for event, refreshments, give aways, - diversity awareness program								
Women's Day	1	3000			\$ 3,000.00			
*promotion of women in the world, workforce, single mothers, etc.								
Showcasing our Community	1	1000			\$ 1,000.00			
community resource fairs on various topics food, health care, support groups, volunteer agencies lunch for guests, event promo, supplies								
Signature Events	22	1000			\$ 22,000.00			
special approved events for student orgs to bring in guest speakers/workshops for professional or leadership purposes								
Silsbee Robinson Campus Event	2	500			\$ 1,000.00			
refreshments, handouts, printing, promo								
Special Topics Lectures-All Topics	1	3000			\$ 3,000.00			
Any topic of interest/current events event promo, guest travel & fees								
Student vs. Employee Challenge	1	450	\$ 50.00		\$ 500.00			
mixer, event promo, awards, event center rental fees, admission fees, refreshments supplies for the challenges								
Career Development/Profess. Netwkg.								
College and Career Night	1	2000			\$ 2,000.00			

Financial Awareness Seminars Advertise, printg&wkshop supplies	2	1500	\$ 3,000.00	
Guest Resume/Interview Seminars paper,folders,supplies, memory sticks	8	100	\$ 800.00	
Hosting Businesses at LIT provide snacks, drinks,advertise, etc. take homes for guests & volunteers	8	200	\$ 1,600.00	
Job Fair & Employer Exhibit catered breakfast (\$600) catered & served lunch (\$1500) ordered thk. you gift volunt.(\$1000) promo/paper&table décor (\$250) drinks, coffee, condoms (\$300) postal mailing/incom.freight (\$100) booths, tables, skirt.setup&dwn.(\$2000)	1	5750	\$ 5,750.00	
One Major, Many Paths Showcasing a different LIT major & related resources for that major. career & professional development events resume support, interviewing, networking campus guests, thanks you, refreshments event promo, printing, paper, décor	12	300	\$ 3,600.00	
Project Interview catered breakfast (\$600) catered & served lunch (\$1500) ordered thk. you gift volunt.(\$1000) promo/paper&table décor (\$500) drinks, coffee, condoms (\$300)	1	4000	\$ 4,000.00	

postal mailing/incom.freight (\$100)									
Special Topics Lectures-Career Dev.	1	3000			\$ 3,000.00				
Career topics, professional devel., networking event promo, guest travel & fees									
Winter Pageant/Professional Fashion	1	5000			\$ 5,000.00				
Participant Recognition \$800,500,300									
Book store -lit gear/prizes \$100x8									
Floral/Set up \$500									
Crowns & Sashes or Pins & Ties \$300									
Trophies \$250									
Appreciation for campus guests \$250									
Decorations/Certificates \$1300									
Total Proposed Budget			\$	115,270	\$	273,155	\$	27,000	\$415,425

STUDENT SERVICES SALARIES	Current
Assistant Dean of Student Services/ Title IX Coordinator	\$ 70,000.00
Coord of Student Services	\$ 42,889.54
Coord of Special Populations	\$ 38,583.97
Coord of Student Activies	\$ 35,436.54
Field Rep / Academic Advisor	\$ 35,436.54
Academic Advisor / VA Advisor	\$ 33,200.62
Communications Access Provider	\$ 30,700.00
Student Services Aid	\$ 20,700.00
Total	\$ 306,947.21

Total Student Services Summary Sheet

	Total Amount
SGA	\$ 90,335.00
Student Services	\$ 415,425.00
Student Services Salaries	\$ 306,947.21
Submitted Request	\$ 397,592.00
Contingency	\$ 137,700.79
Grand Total	\$ 1,348,000.00

Student Service Fee Worksheet

FY'16

Instructions:

1. This worksheet along with budget justification and other supporting materials should be completed and 10 copies turned in to the Office of Student Services no later than **5:00 p.m. on March 13, 2015**. These proposals will be distributed to the Student Services Fee Committee at the Fee Hearings.
2. Fee hearings will be held on **March 27, 2015 at 9:00am** location **TBD**. You or a representative must be available to make a presentation to the Committee and to answer questions at the scheduled time.
3. Following Dr. Szuch's approval, funding recommendations will be released to account managers, pending Board approval.

Name of Program: SkillsUSA

Account Number: 36275

Phone Number: 839-2004

Fax Number: 880-2237

Email: pmoconnor@lit.edu

Request Fee Funding for FY'16 75,792

Other funding sources, list source and amount:

Total budget for FY'16 75,792

pmoconnor

[Signature] 3/4/15

**2015/2016 SkillsUSA
Budget Projections**

State Conference

	Registration	Food	Hotel	Transportation
Student	\$1,000	\$7,000	\$6,000	\$2,000
Advisors	\$500	\$2,000	\$2,500	\$0

National Conference

	Registration	Food	Hotel	Transportation	Rent Cars	Uniforms
Students	\$4,200	\$7,400	\$6,400	\$7,000	\$3,000	\$1,500
Advisors	\$2,000	\$4,392	\$8,000	\$6,000	\$0	\$0

Miscellaneous

Awards	\$100
Handbooks	\$300
Tech. Standards	\$100
Contest Mats	\$4,400
Total Students	\$50,400
Total Advisors	25,392
Grand Total	<u>\$75,792</u>

Student Service Fee Worksheet

FY'16

Instructions:

1. This worksheet along with budget justification and other supporting materials should be completed and 10 copies turned in to the Office of Student Services no later than **5:00 p.m. on March 13, 2015**. These proposals will be distributed to the Student Services Fee Committee at the Fee Hearings.
2. Fee hearings will be held on **March 27, 2015 at 9:00am** location **TBD**. You or a representative must be available to make a presentation to the Committee and to answer questions at the scheduled time.
3. Following Dr. Szuch's approval, funding recommendations will be released to account managers, pending Board approval.

Name of Program: Learning Lab- Institutional Request

Account Number: Do not have an existing account for student service fees

Phone Number: (409) 880-8192

Email: mdavis@lit.edu

Request Fee Funding for FY'16

Requesting Bachelor degreed tutors for the Learning Lab. One for writing (English, Speech, Psychology, Sociology, History, Government, etc) one for math and one for science. Although student tutors do an excellent job of tutoring walk-in students, having tutors who have successfully completed their degree will prove beneficial to the students. Tutors will have a set schedule of availability. These tutors also assist in fulfilling the STEP program requirements for tutors.

We are requesting the following:

3 tutors X 10 hours X \$15.00 per hour = \$450.00 per week

\$450 X 30 weeks (long semesters) = \$13,500

\$450 X 8 weeks (summer) = \$3600

Total of \$17,100 for Fiscal Year 2015-2016

Student Service Fee Worksheet

FY'16

Instructions:

1. This worksheet along with budget justification and other supporting materials should be completed and 10 copies turned in to the Office of Student Services no later than **5:00 p.m. on March 13, 2015**. These proposals will be distributed to the Student Services Fee Committee at the Fee Hearings.
2. Fee hearings will be held on **March 27, 2015 at 9:00am** location **TBD**. You or a representative must be available to make a presentation to the Committee and to answer questions at the scheduled time.
3. Following Dr. Szuch's approval, funding recommendations will be released to account managers, pending Board approval.

Name of Program: Public Information

Account Number: 30506005060

Phone Number: ext. 2292

Fax Number:

Email: bbmiller1@lit.edu

Request Fee Funding for FY'16 ~~\$375,000~~ 300,000

To date, I have spent almost \$200,000 on advertising. In order to continue advertising what we're already doing, and add Internet advertising and additional advertising of other events, I will need an increase in funding.

Other funding sources, list source and amount:

State and local money: \$180,000 (estimate)

Total budget for FY'16 \$555,000 300,000

Student Service Fee Worksheet

FY'16

Instructions:

1. This worksheet along with budget justification and other supporting materials should be completed and 10 copies turned in to the Office of Student Services no later than **5:00 p.m. on March 13, 2015**. These proposals will be distributed to the Student Services Fee Committee at the Fee Hearings.
2. Fee hearings will be held on **March 27, 2015 at 9:00am** location **TBD**. You or a representative must be available to make a presentation to the Committee and to answer questions at the scheduled time.
3. Following Dr. Szuch's approval, funding recommendations will be released to account managers, pending Board approval.

Name of Program: Distance Education (Jason Woodall, Director)
Account Number: To my knowledge I have no account number dealing with student funds.
Phone Number: 409-981-6817
Email: jlwoodall@lit.edu

Request Fee Funding for FY'16

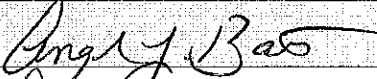
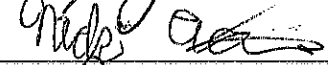
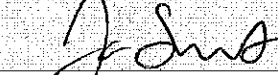
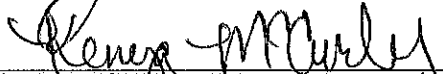

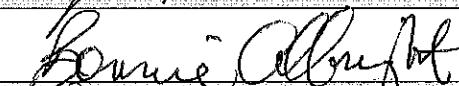





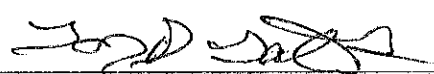




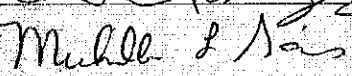
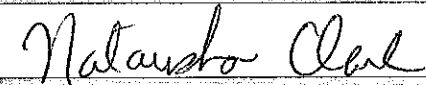
I am requesting funds for an online tutoring service to be made available primarily for online students but also for use, when needed, by students taking face-to-face or hybrid courses.

A company Dr. Wright's previous campus contracted with, Brainfuse, offers a 200 hour minimum tutoring service for \$24 per hour. This minimum includes unlimited access to their tutorial videos and faculty tools at no extra cost. This service also has a Blackboard building block that integrates with our current LMS.

Additional hours can be purchased individually or in larger amounts but the \$24 per hour is the standard rate.

Total budget for FY'16 \$4800

Student Service Fee Hearing – Friday, March 27, 2015

Name (Please Print)	Signature	Check Yes for Presenter or Guest	Check Yes for Voting Member
1 Angel Bammert			✓
2 Nick Cioci		✓	
3 Jason Smith		✓	
4 Kenya Holder-McCurley			✓
5 Jason Woodall		✓	
6 Bonnie Albright		✓	
7 Lisa Griffin			✓
8 Beth Miller		✓	
9 Julio Alvarez			✓
10 Leneka Polidore			
11 Ramona Tate			✓
12 Tommy Tate		✓	
13 Pat O'Connor		✓	✓
14 Sheila Trahan			✓
15 Whitney Viator			✓
16 Pablo S. Rodriguez			-
17 Michelle A. Davis Michelle A. Davis		✓	
18 Natarusha Clark			✓
19			
20			