



**MONTANA UNIVERSITY SYSTEM**  
**Office of the Commissioner of Higher Education**

2500 Broadway ♦ PO Box 203101 ♦ Helena, Montana 59620-3101 ♦ (406)444-6570 ♦ FAX (406)444-1469

**MEMORANDUM**

**TO:** The Board of Regents

**FROM:** Laurie Neils  
Director of Budget and Accounting

**DATE:** February 20, 2002

**SUBJECT:** Course and Miscellaneous Fee Changes – FY2003

The Montana University Campuses are proposing the enclosed changes to course fees and miscellaneous fees for FY2003. This is an inclusive list of their proposed changes so that you know exactly what you are being asked to approve in the Inventory of Fees.

Two fee items that are not yet finalized again this year are the room and board rates (auxiliaries) and optional student health insurance. The campuses are projecting room and board increases in the following ranges for FY2003:

<b>Campus</b>	<b>Service</b>	<b>Percentage Change</b>
The University of Montana Missoula	Room & Board	3-5%
The University of Montana Missoula	University Village	3-5%
Montana Tech of The UM	Room Rates	5%
Montana Tech of The UM	Board Rates	4%
The University of Montana Western	Room & Board	2%
Montana State University Bozeman	Room & Board	5%
Montana State University Bozeman	Family & Grad Housing	3%
Montana State University Billings	Room & Board	2%
Montana State University Northern	Room & Board	5%

We plan to bring the final auxiliary rates to you in May and hope to have the student health insurance rates by then as well.

Please call or e-mail me if you have questions about this material.

**MONTANA STATE UNIVERSITY BOZEMAN**

Course	Current Fee	Proposed Fee	Change	Percent Change
<b><i>College of Engineering:</i></b>				
MET 315	\$ 33.85	\$ 40.85	\$ 7.00	21%

Overall, this represents a 2.2% departmental increase. Student input was favorable, as the students wish to maintain the lab's excellent quality. The increase is supported by lab cost data.

Course	Current Fee	Proposed Fee	Change	Percent Change
<b><i>Animal and Range Sciences:</i></b>				
ARNR 353		\$ 15.00	\$15.00	
ARNR 354		\$ 20.00	\$20.00	
ARNR 544		\$ 25.00	\$25.00	
ARNR 235		\$ 20.00	\$ 20.00	
ARNR 434		\$ 15.00	\$15.00	
These are new courses. Student input was favorable.				
These are field trip courses, for which a charge is supported by cost data.				

Course	Current Fee	Proposed Fee	Change	Percent Change
<b><i>College of Arts and Architecture:</i></b>				
ART 110	\$ 10.00	\$ 15.00	\$ 5.00	50%
ART 111	\$ 20.00	\$ 25.00	\$ 5.00	25%
ART 205	\$ 10.00	\$ 15.00	\$ 5.00	50%
ART 206	\$ 50.00	\$ 60.00	\$ 10.00	20%
ART 207	\$ 60.00	\$ 75.00	\$ 15.00	25%
ART 238	\$ 20.00	\$ 40.00	\$ 20.00	100%
ART 325	\$ 55.00	\$ 65.00	\$ 10.00	18%
ART 333	\$ 65.00	\$ 80.00	\$ 15.00	23%
These changes are supported by students, and are being proposed to cover escalating costs of supplies and materials as well as model fees. In the case of painting and drawing, collections from students are taken in classes to pay models. Students would prefer to pay the additional fees when they pay their tuition.				

**MONTANA STATE UNIVERSITY BOZEMAN**

<b>Course</b>	<b>Current Fee</b>	<b>Proposed Fee</b>	<b>Change</b>	<b>Percent Change</b>	
<b><i>College of Arts and Architecture (continued):</i></b>					
ART 338	\$ 20.00	\$ 40.00	\$ 20.00	100%	See discussion on previous page.
ART 350	\$ 10.00	\$ 15.00	\$ 5.00	50%	
ART 410	\$ 20.00	\$ 25.00	\$ 5.00	25%	
ART 412	\$ 55.00	\$ 60.00	\$ 5.00	9%	
ART 413	\$ 50.00	\$ 55.00	\$ 5.00	10%	
ART 414	\$ 50.00	\$ 55.00	\$ 5.00	10%	
ART 316		\$ 75.00	\$ 75.00		This fee replaces the ART 480-05 fee.
ART 341		\$ 65.00	\$ 65.00		There was not a fee attached to these at the time they were approved as courses. They are offered on rotation in replacement of other upper level courses.
ART 348		\$ 65.00	\$ 65.00		
ART 368		\$25.00	\$ 25.00		This course replaces ART 480.
Architecture Program Fee	\$ 100.00 per year	\$ 101.90	\$ 1.90	1.9%	These program fees were implemented with the recommendation that annual adjustments keep pace with inflation. The Nov. 2001 CPI was used as a basis for the increase. Student input was favorable.
Environmental Design Majors	\$ 600.00 per year	\$ 611.40	\$ 11.40	1.9%	
Architecture Majors	\$ 800.00 per year	\$ 815.20	\$ 15.20	1.9%	

<b>Course</b>	<b>Current Fee</b>	<b>Proposed Fee</b>	<b>Change</b>	<b>Percent Change</b>	
<b><i>College of Letters and Science and Agriculture:</i></b>					
Core Class Labs	\$ 14.40	\$ 15.00	\$ 0.60	4.2%	The increase is supported by cost data. Student input is currently being gathered. A 3% increase yielded an odd amount, which was rounded to \$15.00.
CHEM 311	\$ 15.00	\$ 30.00	\$ 15.00	100%	Increase is supported by cost data, based on significant increases in organic chemical and material costs.
CHEM 312	\$ 15.00	\$ 30.00	\$ 15.00	100%	
MB 403		\$ 50.00			New laboratory applications utilizing specialized molecular virology equipment.

**MONTANA STATE UNIVERSITY BILLINGS**

Course	Current Fee	Proposed Fee	Change	Percent Change	
<b>Health and Physical Education:</b>					
HPE 462		\$33.00	\$33.00		New Fee for supplies necessary for instruction in athletic training.

Course	Current Fee	Proposed Fee	Change	Percent Change	
<b>Fire Science:</b>					
CRFS 293		\$25.00	\$25.00		New fee for supplies necessary for instruction in fire fighting in conjunction with the Billings Fire Dept. This is a pass through fee.

Designated Fees	Current Fee	Proposed Fee	Change	Percent Change	
Computer/ IT Trades/Industry Testing and Certification		varies			Charges for administering tests. Fees subject to change by vendors
Proctoring Fee	\$20.00	\$24.00	\$4.00	20%	

Agency:	Current Fee	Proposed Fee	Change	Percent Change	
Accidental Medical Insurance		\$8.00	\$8.00		<i>Insurance for students in high risk programs. Pass through fee</i>

**MONTANA STATE UNIVERSITY NORTHERN**

<b>Program Fee:</b>	<b>Current Fee</b>	<b>Proposed Fee</b>	<b>Change</b>	<b>Percent Change</b>	
<b><i>Nursing:</i></b>					
Nursing e-Companion Fee		\$7.50	\$7.50		Fee for Nursing students to cover cost of new online course companion that is required adjunct to the regular instruction. A pass through to provider.

<b>Course Fees:</b>	<b>Current Fee</b>	<b>Proposed Fee</b>	<b>Change</b>	<b>Percent Change</b>	
Electronic Lab 311		\$6.00	\$6.00		Consumable electronic components
Ceramic Lab 115	\$20.00	\$25.00	\$5.00	25.00%	Increased cost of materials
Photography 270		\$25.00	\$25.00		Lab chemicals and other consumable lab materials
Photography 350		\$15.00	\$15.00		Lab chemicals and other consumable lab materials
Photography 370		\$30.00	\$30.00		Lab chemicals and other consumable lab materials
Education 300		\$25.00	\$25.00		Materials and supplies used by students to create a project that becomes the student's property
Counseling 620		\$25.00	\$25.00		Consumable assessment instruments and protocols used by students
Counseling 671		\$15.00	\$15.00		Consumable assessment instruments and protocols used by students

**MONTANA STATE UNIVERSITY NORTHERN**

<b>Other Miscellaneous Fees:</b>	<b>Current Fee</b>	<b>Proposed Fee</b>	<b>Change</b>	<b>Percent Change</b>	
Field Experience Fee		\$100.00	\$100.00		Defray supervision cost of student teaching at districts over 100 miles from the Havre campus
Teach Ed Fee		\$5.00	\$5.00		Pass-through fee to defray cost of background checks required for student teaching
Miller Analogy Fee		\$40.00	\$40.00		Defray cost of special test done by student request
Orientation Fee	\$25.00	\$35.00	\$10.00	40.00%	Expanding the scope of the orientation program
ACT Testing Fee	\$19.00	\$20.50	\$1.50	8.00%	Pass-through fee
eCollege Fee	\$21.00	\$45.00	114%		Pass-through fee to provider
Cohort Fee		\$128.12	\$128.12		Used to pay for all books and consumable supplies for students in the cohort groups.

**MONTANA STATE UNIVERSITY GREAT FALLS COLLEGE OF TECHNOLOGY**

<b>Program Fees:</b>	<b>Current Fee</b>	<b>Proposed Fee</b>	<b>Change</b>	<b>Percent Change</b>	
Occupational Therapy Assistant	\$50.00 per semester	\$0.00	-\$50.00		Delete program fee and assess course fee
Emergency Services	\$25.00 per semester	\$0.00	-\$25.00		Delete program fee and assess course fee
Health Information Technology	\$20.00 per semester	\$0.00	-\$20.00		Delete program fee and assess course fee

<b>Course Fee Additions:</b>	<b>Proposed Fee</b>	<b>DES</b>
BIO 102	\$20.00	Consumable lab supplies
BIO 106	\$35.00	Consumable lab supplies
EMS 110	\$25.00	Personal protection wear, update and replace small utensils
EMS INSURANCE	\$25.00	Student Liability Insurance
SURG 104	\$100.00	Personal protection wear, consumable lab supplies
SURG TECH TESTING (SURG 106)	\$25-\$35	Pass through to testing agency

**THE UNIVERSITY OF MONTANA-MISSOULA**

Course	Current Fee	Proposed Fee	
<b>Social Work Tuition Surcharge</b>	\$4,000/year	\$133.35/credit	Change method of assessment. To complete the Masters of Social Work program, students must complete 60 semester credits and pay a total of \$8,000 in supertuition. Moving from a flat dollar rate to a per credit hour rate will ensure that each enrolled student will pay the surcharge.

Course	Current Fee	Proposed Fee	Change	Percent Change	
<b>Arts in Culture:</b>					
FA354L		\$20.00/course			Purchase of slides, audit and video tapes, and consumable project materials that go with the students.

Course	Current Fee	Proposed Fee	Change	Percent Change	
<b>Business Technology Course Materials Fee:</b>					
CRT 210T, 215T, 216T	\$5.00/course	\$5.00/course		Add new courses to existing fee	Consumable lab supplies and retained student projects.
SEC 240	\$3.00	\$5.00	\$2.00	66%	Cost of consumable lab supplies and student project materials.
CRT 28T		Deleted			Course no longer offered

Course	Current Fee	Proposed Fee	Change	Percent Change	
<b>Chemistry Lab Fee</b>					
	\$16.00/course	\$20.00/course	\$4.00	25%	Rising cost of laboratory consumables.



**THE UNIVERSITY OF MONTANA-MISSOULA**

Course	Current Fee	Proposed Fee	Change	Percent Change	
<b><i>DBS Lab Fee:</i></b>					
MICB 422 and 423		\$75 and \$40 per course		Add new courses to existing fee	Consumable lab supplies and extended weekend field trips.
BIO212 and B213	\$15.00	\$25.00	\$10.00	67%	Increased costs of cadavers and histological specimens and materials
BIO302	\$20.00	\$35.00	\$15.00	75%	Increased costs of living specimens and expendable research supplies
BIO401	\$20.00	\$25.00	\$5.00	25%	Increased costs of living materials
BIO403	\$15.00	\$25.00	\$10.00	67%	Increased costs for research materials
BIOC 485 and BIOC 486	\$25.00	\$75.00	\$50.00	200%	Required chemicals, reagents, biological materials, and services (e.g. DNA sequencing) will entail significant costs that can't be supported by the current lab fee
MICB 413	\$25.00	\$50.00	\$25.00	100%	Inflationary costs of chemicals and biological materials
MICB 421	\$25.00	\$75.00	\$50.00	200%	High costs for reagents, services (e.g. DNA sequencing), cell lines, and other biological material
BIOL 304	\$15.00	\$10.00	-\$5.00	-33%	Reduced number of field trips

Course	Current Fee	Proposed Fee	Change	Percent Change	
<b><i>EVST Field Trip Fee:</i></b>					
EVST 101	\$5.00	\$10.00	\$5.00	100%	Increase in number of field trips

Course	Current Fee	Proposed Fee	Change	Percent Change	
<b><i>Media Arts Fee:</i></b>					
MAR 296, 396, 496, 596	\$30.00	\$0.00	-\$30.00	-100%	Delete courses from existing fee

Course	Current Fee	Proposed Fee	Change	Percent Change	
<b><i>Music Lab Fee:</i></b>					
MUS 271, 429	\$33.00 max				Add courses to existing fee for electronic educational materials and software

**THE UNIVERSITY OF MONTANA MISSOULA**

Course	Current Fee	Proposed Fee	Change	Percent Change	
<b>Physics and Astronomy Laboratory Fee:</b>					
PHYS 121N, 122N, 221N, 222N, ASTR 134N, and 135N		\$5.00	\$5.00		Laboratory consumable supplies

Course	Current Fee	Proposed Fee	Change	Percent Change	
<b>Pharmacy Technology Course Materials Fee:</b>					
Existing Fees	\$20.00	\$25.00	\$5.00	25%	Increased difficulty in obtaining outdated materials from hospitals so costs for consumable supplies are increasing.

Course	Current Fee	Proposed Fee	Change	Percent Change	
<b>Respiratory Therapy Technology Fee:</b>					
RES 275T (was RES265T)	\$125.00 per course max	\$140.00 per course max	\$15.00	12%	Increased cost of drug screening for students required for their clinical experience in Spokane.
RES 260T (was RES250T)	\$30.00	\$35.00	\$5.00	17%	Increased cost of lab supplies
RES 250T (was RES 150T)	\$55.00	\$35.00	-\$20.00	-36%	No longer needed for the CPR portion of the fee
RES 270T (was RES 260T)	\$210.00	\$125.00	-\$85.00	-40%	No longer needed for NRP,ALCS, and PALS certifications.
Test Fee RES 252 (was RES 242T)	\$60.00	\$150.00	\$90.00	150%	Costs of computer versions of the national exams

Course	Current Fee	Proposed Fee	Change	Percent Change	
<b>Auxiliary Fees:</b>					
Billiards/Table Tennis Fee	\$35.00	\$40.00	\$5.00	14%	Increased facility use costs
Campus Recreation Outdoor Program Fee	\$85.00	\$110.00	\$25.00	29%	Increased costs of field trips. The last increase was in 1999
Swimming Fee	\$45.00	\$50.00	\$5.00	11%	Increased facility use costs

**THE UNIVERSITY OF MONTANA MISSOULA**

<b>Miscellaneous Fees</b>	<b>Current Fee</b>	<b>Proposed Fee</b>	<b>Change</b>	<b>Percent Change</b>	
ISEP Direct Application Fee		\$50.00	\$50.00		Authorizes the collection of \$50.00 from applicants to the International Student Exchange Program that is forwarded to ISEP headquarters.
Placement Fee (ISEP)	\$275.00	\$300.00	\$25.00	9%	
Dual Placement Fee (ISEP)	\$350.00	\$400.00	\$50.00	14%	
Early Childhood Center Fee (Full Time)	\$1,750 per semester	\$1,960 per semester	\$210	12%	Increase to cover increasing personnel and supply costs and more closely aligning with Missoula market rates.
Early Childhood Center Fee (Morning Session II Mon-Fri)	\$775 per semester	\$840 per semester	\$65	9%	Increase to cover increasing personnel and supply costs and more closely aligning with Missoula market rates.
Early Childhood Center Fee (Morning Session I Mon-Thurs)	\$625 per semester	\$670 per semester	\$45	8%	Increase to cover increasing personnel and supply costs and more closely aligning with Missoula market rates.

**MONTANA TECH OF THE UNIVERSITY OF MONTANA**

<b>Program Fees</b>	<b>Current Fee</b>	<b>Proposed Fee</b>	
Miners Training Program Fee		\$11,335.00	See Attached
Professional and Technical Communications Program		\$30.00 per semester	See Attached
Healthcare Informatics Program		\$65.00 per semester	See Attached

<b>Course Fees</b>	<b>Current Fee</b>	<b>Proposed Fee</b>	<b>Change</b>	<b>Percent Change</b>	
<b><i>Chemistry and Geochemistry:</i></b>					
CHEM 1106		\$35.00			Laboratory Consumables
CHEM 4926		\$30.00			Laboratory Consumables
CHEM 5996		\$30.00			Laboratory Consumables
CHEM 3306		\$30.00			Laboratory Consumables

<b>Course Fees</b>	<b>Current Fee</b>	<b>Proposed Fee</b>	<b>Change</b>	<b>Percent Change</b>	
<b><i>Engineering:</i></b>					
ENGR 1050	\$12.00		-\$12.00		Delete Fee
ENGR 3950		\$20.00			Laboratory Consumables
ENGR 5350		\$20.00			Laboratory Consumables
ENGR 5970		\$30.00			Laboratory Consumables

<b>Course Fees</b>	<b>Current Fee</b>	<b>Proposed Fee</b>	<b>Change</b>	<b>Percent Change</b>	
<b><i>Environmental Engineering:</i></b>					
ENV 3170		\$35.00			Laboratory Consumables
ENV 3180		\$35.00			Laboratory Consumables
ENV 4140		\$35.00			Laboratory Consumables

<b>Course Fees</b>	<b>Current Fee</b>	<b>Proposed Fee</b>	<b>Change</b>	<b>Percent Change</b>	
<b><i>Mining Engineering:</i></b>					
MIN 2150		\$50.00			Field Trip
MIN 4500		\$16.00			Plotting Medium and field supplies
MIN 5500		\$16.00			Plotting Medium and field supplies

**MONTANA TECH OF THE UNIVERSITY OF MONTANA**

<b>Course Fees</b>	<b>Current Fee</b>	<b>Proposed Fee</b>	<b>Change</b>	<b>Percent Change</b>	
<b><i>Nursing:</i></b>					
NURS 0112		\$50.00			Lab Consumables

<b>Course Fees</b>	<b>Current Fee</b>	<b>Proposed Fee</b>	<b>Change</b>	<b>Percent Change</b>	
<b><i>Technical Communications:</i></b>					
PTC 3216		\$16.00			Lab Consumables
PTC 2146		\$20.00			Lab Consumables

<b>Course Fees</b>	<b>Current Fee</b>	<b>Proposed Fee</b>	<b>Change</b>	<b>Percent Change</b>	
<b><i>Trades &amp; Technical:</i></b>					
GI 0207		\$25.00	-\$25.00		Delete Fee
GI 0215		\$25.00	-\$25.00		Delete Fee
ET 0104		\$40.00	-\$40.00		Delete Fee
ET 0109		\$40.00	-\$40.00		Delete Fee
ET 0115		\$35.00	-\$35.00		Delete Fee
ET 0218		\$15.00	-\$15.00		Delete Fee
ET 0225		\$50.00	-\$50.00		Delete Fee
ET 0260		\$25.00	-\$25.00		Delete Fee

<b>Other Miscellaneous Fees</b>	<b>Current Fee</b>	<b>Proposed Fee</b>	<b>Change</b>	<b>Percent Change</b>	
ID Card Fee (Designated)	\$10.00	\$15.00	\$5.00		The initial cost of an ID will be \$15.00; replacement ID is \$10.00
Dining Services Refund Admin Fee (Auxiliary)		\$25.00			The charge will be assessed to all customers
Continuing Ed (Designated)	\$79.80	\$80.00 per credit minimum			Complies with Board of Regents policy 940.10

Proposal January 25, 2002

**Program Fee Miners Training – Montana Tech**

*Montana Tech was the recipient of an earmark project to provide underground miner training through the Department of Labor. The program is 15 weeks of training running from 8 am to 5pm, 5 days a week. This is the equivalent of 800 contact hours. The program is an intensive training on a variety of pieces of equipment which requires increased delivery costs. The contact hours are equivalent to obtaining 54 credits in a 15 weeks period or the equivalent of 4.5 semesters. The program cost per student is \$12,500.*

*Because this is an alternative delivery format, Montana Tech is requesting the ability to charge an equivalent of 4.5 semesters of tuition and a program fee to each student. Four and one-half semesters of COT tuition equates to \$4,077. An additional \$7,258 program fee is required to adequately deliver the training.*

*Montana Tech is requesting a super tuition of \$4,077 and a program fee of \$7,258.*

Proposal February 22, 2002

**Program Fee Healthcare Informatics  
Montana Tech**

*A program fee is requested to support the highly specialized vendor software labs associated with the Healthcare Informatics program. The program has a heavy reliance on the use of software and products similar in nature to the SCT Banner software the campuses use. This specialized software requires a dedicated computer coordination position. The cost of that position is \$40,000 with benefits. This is only for the use of the Healthcare Informatics degree.*

*The program also requires a practicum and internship that require extensive travel.*

*To cover these costs a \$65 per semester program fee is requested.*

Proposal February 22, 2002

***Program Fee Professional and Technical Communication  
Montana Tech***

*A program fee is requested to support continuing development of Montana Tech's Professional and Technical Communications program. This program maintains 3 specialized studios with unique equipment, hardware and software needs (\$33,000/annum). In addition the department requires a Studio Productions Director to oversee and manage the facilities (\$35,000/annum). The program currently depends on a combination of course fees, operations budget allocations, capital equipment requests, and computer and technology fees to maintain these facilities. However, a \$16,000 annual shortfall exists. The department requests a program fee of \$30 per semester be assessed for students in the PTC*



**THE UNIVERSITY OF MONTANA-WESTERN**

<b>Course Fees</b>	<b>Current Fee</b>	<b>Proposed Fee</b>	<b>Change</b>	<b>Percent Change</b>	
IT 291		\$55.00			Metals and Consumables for student projects
HHP 311		\$60.00			New course replacing two courses with lab fees (HPE 310- \$20; HPE 145-\$60)
IT 350	\$15.00	\$30.00	\$15.00	100%	Increased lumber/materials costs for student projects
IT 240	\$15.00	\$25.00	\$10.00	67%	Increased lumber/materials costs for student projects
ED 378		\$15.00			Costs of consumable manipulatives
ED 376		\$15.00			Art supplies for student projects
ED 373		\$15.00			Science lab consumables
ART 255		\$25.00			Archival inks for student projects
ED 341		\$20.00			Field trip fee
ED 425		\$30.00			Field trip fee

<b>Other Miscellaneous Fees</b>	<b>Current Fee</b>	<b>Proposed Fee</b>	<b>Change</b>	<b>Percent Change</b>	
Continuing Education	\$80.00 per credit hour	\$80.00 minimum			Complies with Board of Regents policy 940.10
FIPSE Program Fee		\$80.00	\$80.00		Substitutes for lab fees for students enrolled in FIPSE programs for labs and field trips
Out of State Student Teaching Fee		\$100.00 minimum	\$100.00		Students are charged \$100 plus the difference between what is budgeted for in-state student teaching and the rate required by the out-of-state school district.
Chinook Fee	\$40/yr	\$20/sem			The only change is the time period for collecting.
Student long distance (auxiliary)	\$25.00	\$0.00	-\$25.00	-100%	Service no longer provided
Student long distance late fee (auxiliary)	\$10.00	\$0.00	-\$10.00	-100%	Service no longer provided

**THE UNIVERSITY OF MONTANA HELENA COLLEGE OF TECHNOLOGY**

<b>Fee:</b>	<b>Current Fee</b>	<b>Proposed Fee</b>	
Deferred Payment		\$30.00	Board of Regents Policy 940.6 allows for a deferred payment option for students. The students have begun taking advantage of this option.
Deferred Payment Late Fee		\$15.00	Complies with Board of Regents Policy 940.6
Distributed Learning Fee		\$25.00 per credit hour	On-line course fee assessed by The University of Montana Missoula