



POLICIES AND PROCEDURES

---

# Guidelines Governing Establishment and Funding of Programs Supported by Service and Activities Fees

<b>Adopted</b>	July 14, 1993
<b>Category(ies)</b>	<a href="#">Board of Trustees</a> (.../category/board) Listed as Policy #09 within Board of Trustees <a href="#">Student Affairs</a> (.../category/studentaffairs)
<b>Revision(s)</b>	<b>Board of Trustees:</b> May 8, 2002

## TABLE OF CONTENTS

- [A. Statutorily Required Guidelines](#) (#astatutorilyrequiredguidelines)
- [B. Permissible Statute](#) (#bpermissiblestatute)
- [C. Services and Activities Board Institutional Guidelines](#) (#cservicesandactivitiesboardinstitutionalguidelines)
- [D. The Evergreen State College, Tacoma Program Services & Activities Fee Allocation Committee Guidelines](#) (#dtheevergreenstatecolleetacomprogramservicesampactivitiesfeeallocationcommitteeguidelines)

Services and Activities Fees is defined in RCW 28B.15.041 to mean *"fees, other than tuition fees, charged all students registering at the...State colleges and universities."* *"Services and Activities fees shall be used...for the express purpose of funding student activities and programs.* RCW 28B.10.300 authorizes the expenditure of Services and Activities fees for the acquisition, construction, equipping and betterment of lands, buildings, and facilities. In addition, it allows for the allocation of one dollar per student per quarter towards an institution loan fund.

The level of the services and activities fees is authorized by the state legislature. The Board of Trustees may exercise its authority to increase the fees to that level and formally allocates the total fees for both full-time and part-time students during the academic year.

Services and activities fees expenditures for programs devoted to political and economic philosophies will result in the presentation of a spectrum of ideas pursuant to RCW 28B.15.044.

## A. Statutorily Required Guidelines

**28B.15.045 Services and activities fees---Guidelines governing establishment and funding of programs supported by---Scope---Mandatory provisions---Dispute resolution.**

*The legislature recognizes that institutional governing boards have a responsibility to manage and protect institutions of higher education. This responsibility includes ensuring certain lawful agreements for which revenues from services and activities fees have been pledged. Such lawful agreements include, but are not limited to, bond covenant agreements and other contractual obligations. Institutional governing boards are also expected to protect the stability of programs that benefit students.*

*The legislature also recognizes that services and activities fees are paid by students for the express purpose of funding student services and programs. It is the intent of the legislature that governing boards ensure that students have a strong voice in recommending budgets for services and activities fees. The boards of trustees and the boards of regents of the respective institutions of higher education shall adopt guidelines governing the establishment and funding of programs supported by services and activities fees. Such guidelines shall stipulate procedures for budgeting and expending services and activities fee revenue. Any such guidelines shall be consistent with the following provisions:*

- 1. Student representatives from the services and activities fee committee (S&A Board) and representatives of the college or university administration shall have an opportunity to address the governing board (Board of Trustees) before board decisions on services and activities fee budgets and dispute resolution actions are made.*
- 2. Members of the governing boards (Board of Trustees) shall adhere to the principle that services and activities fee committee (S&A Board) desires be given priority consideration on funding items that do not fall into the categories of preexisting contractual obligations, bond covenant agreements, or stability for programs affecting students.*

© 2007 The Evergreen State College

2700 Evergreen Parkway NW Olympia, Washington 98505 | 360.867.6000