

Collin County Community College District Board of Trustees

2016-1-6

January 26, 2016

Resource: Kenneth Lynn
Acting VP of Administration/CFO

TITLE: Approval of Incidental Fees

DISCUSSION: According to Texas Education Code, Subchapter E. 54.504, a governing board of an institution of higher education may fix the rate of incidental fees to be paid to an institution under its governance by students and prospective students and make rules for the collection of the fees.

The proposed incidental fee for Health Management classes exceeds the amount of \$24 that can be charged for a *lab* fee, but the rate of the proposed *incidental* fee reflects the actual cost to the district, therefore; making it a reasonable fee.

The proposed fee is for a vendor supported system where the required immunization records and other pertinent records of health science students (as well as area high school dual credit students) are fully managed by an outside vendor and will reduce the possibility of errors and wrongful certification of a student for immunization compliance.

Course	Title	Fee	Effective Term
All Health Management Classes	Health Information Management Program	\$30	Fall 2016

DISTRICT PRESIDENT'S RECOMMENDATION: The District President recommends approval of the proposed incidental fee as presented.

SUGGESTED MOTION: "Mr. Chairman, I make a motion that the Board of Trustees of Collin County Community College District approves the incidental fee as presented."