

**MINNESOTA STATE COLLEGES AND UNIVERSITIES
BOARD OF TRUSTEES**

Agenda Item Summary Sheet

Committees: Finance and Facilities

Date of Meeting: November 14, 2012

Agenda Item: Tuition Waiver Request - Northland Community & Technical College

- Proposed Policy Change Approvals Required by Policy Other Approvals Monitoring
- Information

Cite policy requirement, or explain why item is on the Board agenda:

Board policy 5.12, *Tuition and Fee Due Dates, Refunds, Withdrawals and Waivers*, states that a college or university president “may waive amounts due to the college or university for individual institutional waivers as approved by the Board.” Under this policy, Northland Community and Technical College (NCTC) requests permission to waive tuition for courses in the Imagery Analysis program that have a prefix of IMAG. The request is based on funding offset by a grant from the U. S. Department of Labor, and a grant requirement that tuition not be charged for these courses.

Scheduled Presenter(s): Deborah Bednarz, Director of Financial Planning and Analysis
Anne Temte, President, Northland Community and Technical College

Outline of Key Points/Policy Issues:

NCTC requests a waiver of tuition for Spring semester of academic year 2013, Fall and Spring semesters of academic year 2014, and a portion of Fall semester of academic year 2015. For Fall semester of academic year 2015, the college would charge prorated tuition.

Background:

Development of the Imagery Analysis program has been partially funded by a grant from the Department of Labor. NCTC’s Federal Project Officer has issued a final determination that courses funded by the Department of Labor grant may not generate tuition, resulting in the need for the college to request permission to establish a temporary tuition waiver for students enrolled in grant funded courses.

**BOARD OF TRUSTEES
MINNESOTA STATE COLLEGES AND UNIVERSITIES**

ACTION ITEM

**TUITION WAIVER REQUEST - NORTHLAND COMMUNITY &
TECHNICAL COLLEGE'S IMAGERY ANALYSIS PROGRAM**

INTRODUCTION

Board Policy 5.12, *Tuition and Fee Due Dates, Refunds, Withdrawals and Waivers* provides that a college or university president “may waive amounts due to the college or university for individual institutional waivers as approved by the Board.” Under this policy, Northland Community and Technical College (NCTC) requests permission to waive tuition for courses in the Imagery Analysis program that have a prefix of IMAG. The request is based on funding offset by a grant from the U. S. Department of Labor, and a grant requirement that tuition not be charged for these courses.

BACKGROUND

Northland Community and Technical College, as part of its on-going partnership with the aviation industry, developed a one-of-a-kind Imagery Analysis program in response to industry demands. The program is a 30 credit certificate program, and of those 30 credits, 27 are imagery analysis credits and three are in existing approved curriculum that support the imagery analysis program.

As part of this program development, the college applied for and was granted \$4.7 million from the Department of Labor under the Trade Adjustment Assistance Community College and Career Training. Many aspects of the relationship between college and student are governed by specific provisions of the grant and its related documents. One such relationship is the charging of tuition. The grant funds curriculum development, instructional personnel, and equipment for the program during the grant period.

Under the specific provisions of this grant, there are some allowable types of program income. NCTC's Federal Project Officer (FPO) has issued a final determination that courses funded by this Department of Labor grant may not generate tuition—only the tuition from non-Imagery Analysis credits may qualify as program income. Conversely, fees other than tuition are allowable as program income.

Semesters impacted by this ruling include Spring 2013 of the current academic year, academic year 2014 (Fall 2013 and Spring 2014), and a portion of academic year 2015 (Fall 2014). For fall semester of academic year 2015, the college is allowed to charge prorated

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tuition due to the fact that the grant period ends on September 30, 2014. To date, no courses are currently scheduled to be offered during Summer 2013 and Summer 2014.

As illustrated in Table 1, the projected value of waiving the tuition is approximately \$510,000 over the waiver period.

Table 1

Academic year 2013:	120 credits x \$300.00	\$ 36,000
Academic year 2014:	1,129 credits x \$300.00	\$ 338,700
Academic year 2015:	675 credits x \$300 x .67 (proration)	\$ 135,675
TOTAL		\$ 510,375

The impact of the requested waiver and loss of tuition revenue has been incorporated into the college’s finance plan for the program.

CONCLUSION

NCTC requests a waiver of tuition for students enrolled in Imagery Analysis courses during spring semester of academic year 2013, fall and spring semesters of academic year 2014, and a portion of fall semester of academic year 2015.

RECOMMENDED COMMITTEE ACTION:

The Finance and Facilities Committee recommends that the Board of Trustees adopt the following motion.

The Board of Trustees approves a tuition waiver for courses in Northland Community and Technical College’s Imagery Analysis program that have a prefix of IMAG. This waiver is approved for spring semester of academic year 2013, fall and spring semesters of academic year 2014, and a portion of fall semester of academic year 2015.

RECOMMENDED BOARD OF TRUSTEES MOTION:

The Board of Trustees approves a tuition waiver for courses in Northland Community and Technical College’s Imagery Analysis program that have a prefix of IMAG. This waiver is approved for spring semester of academic year 2013, fall and spring semesters of academic year 2014, and a prorated portion of fall semester of academic year 2015.

Presented to the Board of Trustees: November 14, 2012