

**THE UNIVERSITY OF TEXAS AT DALLAS**  
**NUMBERED POLICY MEMORANDA**

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POLICY MEMORANDUM 90-I.2-51

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**STUDENT FEE ADVISORY COMMITTEE**

The Student Fee Advisory Committee is a University-wide Standing Committee not reporting to the Academic Senate of The University of Texas at Dallas.

The Committee is charged to review and make recommendations to the Vice President for Student Affairs and the President regarding budget allocations from student services fee, medical services fee, recreational sports fee, student union fee and athletic program fee revenues for the next fiscal year. Expenditures from these fees shall comply with State law, the *Rules and Regulations* of the Board of Regents, The University of Texas System, and general University accounting procedures.

The Committee membership consists of 9 voting members and shall include 5 student members, 2 faculty and 2 staff members appointed by the President or his designee.

Student members shall be appointed in accordance with state law and with the Constitution and By-Laws of the Student Senate. Three students shall serve two-year terms and two students shall serve one-year terms. Student members shall be representative of all students currently enrolled at U. T. Dallas.

Faculty members shall be appointed from the membership of the General Faculty (as defined in Title III, Chapter 21, Section I.B.1. of The University of Texas at Dallas [Handbook of Operating Procedures](http://www.utdallas.edu/Faculty/Handbook/appendices.html) <http://www.utdallas.edu/Faculty/Handbook/appendices.html>).

Staff members shall be appointed from the administrative and professional or classified staff rosters.

Non-voting ex-officio members of the committee include the Assistant Vice President for Student Affairs/Dean of Students, the Assistant Vice President for Student Affairs, and the

Associate Vice President for Budget and Resource Planning.

The Vice President for Student Affairs serves as the Responsible University Official for the Committee and shall convene the first meeting of the Committee each fall term for the purpose of selecting the Chair and Vice Chair.

The Chair shall convene meetings of the Committee for budget deliberations and final recommendations. Meetings of the Committee are to be closed meetings, open only to official and ex-officio members and invited guests.

In accordance with the University's budget instructions and schedule, the Chair shall convey the Committee's final recommendations to the Vice President for Student Affairs for review and consideration. The Vice President for Student Affairs (or his/her designee) will report the Committee's recommendations to the President.

After review and consideration of the Committee's recommendations, and in accordance with established procedures, proposed budgets funded by the student services fee, medical services fee, recreational sports fee, student union fee and athletic program fee shall be submitted by the President to the Board of Regents for final approval.