UNIVERSITY POLICY SA-13.00-06/01

DATE: June 21, 2001

TO: University of West Florida Community

FROM: Morris L. Marx, President

SUBJECT: Activity and Service Fees

AUTHORITY: 240.235, F.S. and 6C-7.003, F.A.C.

Policy/Purpose: Ensures Fiscal Responsibility and Accountability in the Allocation and Expenditure of Activity and Service Fees

1. The student Activity and Service Fee shall be collected as a component part of the registration and tuition fees and shall be expended for lawful purposes to benefit the student body in general.

2. The maintenance of salaries and benefits of positions funded by Activity and Service Fees shall be continued by the Student Government Association. No new positions shall be funded by Activity and Service Fees except upon mutual agreement of the Student Government Association and the University President.

3. Any program or activity funded by Activity and Service Fees is obligated to expend funds within the intent of the expressed approved budget. Specifically:

   a. Deficit spending is prohibited. All deficits shall be deducted from subsequent budget allocations.

   b. Funds remaining at the end of the fiscal year shall revert to the general fund unless specific approval for retention has been secured from the Student Government Association Finance Committee.

   c. Activity and Service Fees may not be used to purchase alcoholic beverages.

4. Activity and Service Fees generated by an off-campus center shall be returned in full to the generating off-campus center to be budgeted and expended by the Student Government Committee of that center in compliance with state and university regulations.

APPROVED: Dr. Morris L. Marx, President

DATE: July 5, 2001

06/21/01