

1 **San José State University**
2 **Academic Senate**
3 **Curriculum and Research Committee**
4 **April 25, 2016**
5 **Final Reading**
6
7

AS 1609

8 **Policy Recommendation:**
9 **Amendment to F13-2, Technology Intensive, Hybrid and Online**
10 **Courses and Programs**

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12 **Amends:** F13-2
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15 **Whereas:** CSU Executive Order 1078 states that students cannot be charged additional
16 miscellaneous courses fees other than for field trips and in university policy F13-
17 2 there is a statement in II.A.1.c regarding extra fees that includes proctoring as
18 an extra fee exemplar; therefore be it
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20 **Resolved:** That the current II.A.1.c statement is removed and substituted with “c. Any
21 course that requires students to pay extra fees for field trips (only allowable
22 course fee according to CSU Executive Order 1078) must indicate so on the
23 syllabus.”
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25 **Rationale:** CSU Executive Order 1078 established the mandatory Student Success,
26 Excellence and Technology Fee (SSETF) and noted that this fee replaced all
27 existing miscellaneous course fees (with the exception of field trips). In some
28 online and hybrid courses instructors have been requiring students to use
29 proctoring services that are external to the course and/or to the university. The
30 cost of these proctoring services constitute ‘extra fees’ and thus are not allowable
31 by the executive order. This amendment corrects the error in the extra fees
32 exemplar described in the F13-2 policy.
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35 **Approved (C&R):** April 11, 2016

36 **Vote:** 8-0-0

37 **Present:** Anagnos, Buzanski, Clements, Heil, Mathur, Schultz-Krohn, Sibley,
38 Stacks

39 **Absent:** Bacich, Backer, Matoush, Sarras

40 **Curricular Impact:** None anticipated.

41 **Financial Impact:** None anticipated.

42 **Workload Impact:** None anticipated.