

**California State Polytechnic University, Pomona
STUDENT SUCCESS FEE**

Oversight and Control

Executive Committee

To ensure proper controls over the administration of the Student Success Fee, the University President will annually form and charge the Student Success Fee Oversight Executive Committee. The Executive Committee will be made up of the Provost/Vice President for Academic Affairs, Vice President for Student Affairs, Chief Information Officer (or their respective designees), as well as three students (appointed by the Associated Students, Inc.) and three members of the faculty (appointed by the Academic Senate). The charge for the executive committee shall include:

- Conduct an annual review of each of the nine areas of fee revenue distribution. Ensure that all expenditures made in the prior year are compliant with the stated intentions of the Student Success Fee.
- If funds remain in any of the nine areas of fee revenue distribution at the close of a fiscal year, conduct a review of anticipated future expenditures to determine if additional fee revenue is required to support the stated intentions of the Student Success Fee.
- Make an annual presentation to the University Fee Advisory Committee on findings and any recommendations.

Any changes to allocations of the Student Success Fee, including the reallocation of the revenue from one of the nine areas to another, or to another university purpose, must be administered through the guidelines for adjusting fees provided by the CSU Fee Policy (Executive Order 1054).

Annual Budget Distributions

Recommendations and decisions on the annual expenditure of Student Success Fee revenues will be conducted in the following manner:

Student Success Fee Components	Expenditure Approval and Review
Improve Your Classroom Experience: Additional sections of high demand classes	Funds will be distributed to the Division of Academic Affairs and expenditures approved by the Provost/Vice President for Academic Affairs (or designee)
Improve Your Classroom Experience: Replace and modernize classroom equipment	Funds will be distributed to the Division of Academic Affairs and expenditures approved by the Provost/Vice President for Academic Affairs (or designee). The "Improve Classroom Experience" (ICE) Committee will be annually formed and charged by the Provost/Vice President for Academic Affairs.
Improve Your Classroom Experience: Introduce innovative approaches to instruction	The ICE Committee shall include the Associate Provost, the Executive Director for Institutional Research and Academic Resources, the Director of the Faculty Center for Professional Development, one faculty representative from each college (appointed by the Academic Senate), and six students (appointed by the Associated Students, Inc.). The faculty representatives shall serve overlapping two year terms. The students shall serve one year renewable terms.

Student Success Fee Components	Expenditure Approval and Review
Support Your Academic Success: Expand library and research desk hours	Funds will be distributed to the Division of Academic Affairs and expenditures approved by the Provost/Vice President for Academic Affairs (or designee)
Support Your Academic Success: Increase hours of free Learning Resource Center (LRC) tutoring	Funds will be distributed to the Division of Academic Affairs and expenditures approved by the Provost/Vice President for Academic Affairs (or designee) This allocation of Student Success Fee revenue may provide additional opportunities for available funds through the Associated Students, Inc. (ASI). Allocations of available ASI funds would be made through the ASI Senate.
Support Your Academic Success: Evaluate student learning to improve instruction	Funds will be distributed to the Division of Academic Affairs and expenditures approved by the Provost/Vice President for Academic Affairs (or designee). Consultation with the General Education Assessment Committee. Two student representatives will be added to the committee.
Enrich Your Path to Graduation: Implement new programs for first year students	Funds will be distributed to the Division of Academic Affairs and expenditures approved by the Provost/Vice President for Academic Affairs (or designee). Consultation with the Graduation Initiative Committee. Three student representatives will be added to the committee.
Enrich Your Path to Graduation: Expand academic advising services in colleges	Funds will be distributed to the Division of Academic Affairs and expenditures approved by the Provost/Vice President for Academic Affairs (or designee). Consultation with the University Advising Task Force. Three student representatives will be added to the committee.
Enrich Your Path to Graduation: Create additional opportunities for involvement in academic departments	Funds will be distributed to the Division of Academic Affairs and expenditures approved by the Provost/Vice President for Academic Affairs (or designee).
Strengthen Your Wi-Fi and Network Connection	Funds will be distributed to the Division of Instructional and Information Technology and expenditures approved by the Chief Information Officer (or designee). Expenditures will be made in consultation with the IT Governance Executive Committee, Emerging Technology Working Group. The Emerging Technology Working Group shall include co-chairs from I&IT and Academic Affairs, representatives from Student Affairs, University Advancement, Administrative Affairs, one faculty member, and three students (appointed by the Associated Students, Inc.).
Expand Your IT Help Desk	Funds will be distributed to the Division of Instructional and Information Technology and expenditures approved by the Chief Information Officer (or designee).

Student Success Fee Components	Expenditure Approval and Review
Access Upgraded Technology	<p>Funds will be distributed to the Division of Instructional and Information Technology and expenditures approved by the Chief Information Officer (or designee). Expenditures will be made in consultation with the IT Governance Executive Committee, Instructional Technology Working Group. The Instructional Technology Working Group shall include co-chairs from I&IT and Academic Affairs, three faculty members, and three students (appointed by the Associated Students, Inc.).</p>
Support Bronco Pride	<p>Funds will be distributed to the Division of Student Affairs and expenditures approved by the Vice President for Student Affairs (or designee). Expenditures will be made in consultation with the Bronco Athletic Advisory Board, as guided by NCAA Regulations.</p> <p>This allocation of Student Success Fee revenue may provide additional opportunities for available funds through the Associated Students, Inc. (ASI) and/or the Instructionally Related Activities (IRA). Allocations of available ASI or IRA funds would be made through the ASI Senate and/or IRA Steering Committee, respectively.</p>
Embrace Diversity and Veterans	<p>Funds will be distributed to the Division of Student Affairs and expenditures approved by the Vice President for Student Affairs (or designee).</p>
Fund Student Project Lab	<p>The Vice Presidents for Student Affairs and Academic Affairs will convene a planning committee to determine the scope of the Student Project Lab. Once determined, expenditures will be approved by the division vice president(s) that have representation in the Student Project Lab building.</p>