

Fee Index Increase Request Form

The Student Fee Advisory Committee (SFAC) is an administrative committee composed of students, staff, faculty, and an administrative representative with the responsibility to advise the president regarding the establishment and adjustment of campus mandatory and course-based fees in accordance with the provisions of the Chancellor's Executive Order 1102.

Fee Category: Category IV (Misc. Campus Fees)

Request To: Adjust a current fee

Name of Fee: Commencement Fee

Current Fee: \$ 39.00 Per One time fee

Index & Increase Amount HEPI 3.40%

Proposed Fee: Proposed \$ 40.00 Per One time fee

Effective Date: 08/01/2025

Notes: Annual review for fee increase per the Higher Education Price Index (HEPI)

Routing Order:

1. Recommended By: **Chrissy Holliday**  12/04/2025 707-826-3361
SFAC Chair Signature Date Phone

☒ Recommended Approval ☐ Recommended Approval w/ Modification ☐ Recommended Denial

Comments from SFAC (if needed):

No concerns from SFAC - standard review of inflationary index increase

2. Approved By: **Michael Fisher**  12/05/2025 707-826-3351
Vice President of Admin Affairs Signature Date Phone

3. Approved By: **Michael Spagna**  12/05/2025 707-826-3311
Vice President of Admin Affairs Signature Date Phone

☒ Recommended Approval ☐ Recommended Approval w/ Modification ☐ Recommended Denial

Comments from the President (if needed):

4. Form with President's signature sent to the Manager of Student Accounts