

# UNIVERSITY COMMITTEE ANNUAL REPORT TO THE SHARED GOVERNANCE COUNCIL

## Committee: Non-Resident Fee Review Committee

Report Year: 2012 - 2013

<b>Committee Chair(s)</b>	<i>Todd Pettys (College of Law)</i>
<b>Committee Members</b>	<p><b>Faculty Members:</b> Todd Pettys (College of Law); Johna Leddy (College of Liberal Arts &amp; Sciences, Dept. of Chemistry); Kathy Schuh (College of Education, Psychological &amp; Quantitative Foundations)</p> <p><b>Ex-officio Member:</b> Larry Lockwood (Registrar)</p> <p><b>Administrative Liaisons:</b> Larry Lockwood (Office of the Registrar); Carroll Reasoner (UI General Counsel); Julie Fell (Office of the Registrar)</p> <p><b>Administrative support:</b> Diane Graber (Office of the Registrar)</p>
<b>Committee Charge</b>	<i>Make decisions on student appeals regarding residency status for tuition purposes. These appeals arise when students are classified as Non-Residents for tuition purposes but believe they should be categorized as Iowa Residents.</i>
<b>Current Year Meeting Dates</b>	<i>Meetings were held on August 24, September 28 and November 9. No Spring meetings were held. The need for Summer 2013 meetings is not yet known.</i>
<b>Please indicate the typical frequency of meetings (e.g., first Tuesday of month at 4 pm). If there are subcommittees, please indicate the frequency of those meetings, too.</b>	<i>The Non-Resident Fee Review Committee anticipates meeting monthly. Meetings are scheduled at a time convenient to all members. However, no meetings are held when there are no student appeals to discuss.</i>
<b>Current Year Activities</b>	<p><i>The work of the Non-Resident Fee Review Committee begins after a student who has been classified as a Nonresident for tuition purposes submits a letter of appeal to the Office of the Registrar. The student's desired goal is to change status from Nonresident (for tuition purposes) to Resident. Staff in the Office of the Registrar compiles a packet of each student's application materials, submitted documentation and letter of appeal. These packets are distributed to each Committee member for review prior to the scheduled meeting. Each student is invited to attend the meeting in person. Most students choose to attend. During the appeals meeting, the Committee reviews the official Guidelines (from the State Administrative Code of Iowa) with the student, as appropriate. Students are questioned as to why they feel qualified to be classified as a Resident for tuition purposes. The student is then dismissed from the meeting. The Committee meets privately to discuss what they heard during each individual student's appeal. A vote is then taken.</i></p> <p><i>Through April, we have considered 12 cases (compared to two at the same time last year, an unusually small number). Of these, ten resulted in a new Resident for tuition purposes. These students appeared with new information, new documentation or tax returns supporting their claim. The other students' original Nonresident decisions were upheld. In those instances, students have the option to appeal to the Board of Regents' Inter-institutional Review Board.</i></p>

<b>Topics your committee anticipates addressing during the coming year</b>	<i>The Committee will serve the same function: to hear students' tuition classification appeals. Each case is slightly different; therefore, it is not possible to predict which aspect of the Guidelines will be the basis for the next student's appeal.</i>
<b>Other issues of concern</b>	<p><i>As the result of our annual report of 2008-09, two improvements were made:</i></p> <p><i>Our Committee members' terms are now better aligned with the academic year, expiring at the end of July. This allows new members to joint in time for the usual flurry of appeals immediately prior to the opening of Fall semester.</i></p> <p><i>The Committee continues to function well with three voting members. (This is helpful to avoid a tie vote.)</i></p>
<b>What should we tell applicants for this committee regarding expectations of members (anticipated workload, existence of subcommittees, etc.)?</b>	<i>Meetings are normally held not more than once a month. Preparation of up to an hour prior to each meeting (to familiarize oneself with each student's appeal packet) is expected. Student attendance indicates they appreciate having an opportunity to be heard. There are no subcommittees. Necessary support and resources are provided.</i>
<b>Recommendations, if any, to the shared governance groups.</b>	<p><i>A more appropriate name for our Committee would be <u>Non-Resident Review Committee</u>.</i></p> <p><i>Fees are not what the Committee reviews: Non-Resident classification for tuition purposes is.</i></p>