

UNIVERSITY COMMITTEE ANNUAL REPORT TO THE SHARED GOVERNANCE COUNCIL

Committee: Non-Resident Classification Review Committee

Report Year: 2019-2020

Committee Chair(s)	<i>Caroline Sheerin (College of Law)</i>
Committee Members	<p>Faculty Members: Craig Gibson (College of Liberal Arts and Sciences: Classics); Darus Bennett (College of Medicine: Radiology); Christine Ogren (College of Education: Educational Policy & Leadership Studies); Bruce Nottingham-Spencer (College of Liberal Arts and Sciences: German).</p> <p>Ex-officio Member: Larry Lockwood (Registrar)</p> <p>Administrative Liaisons: Larry Lockwood (Registrar), Curt Graff (Office of the Registrar)</p> <p>Administrative Support: Diane Bedell (Office of the Registrar)</p>
Committee Charge	<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>
Current Year Meeting Dates	<i>September 19, 2019; March 3, 2020; May 11, 2020</i>
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.	<i>The Non-Resident Fee Review Committee anticipates meeting monthly. Every attempt is made to schedule meetings at a time convenient to all members. Note that no meetings are held when there are no student appeals to discuss.</i>
Current Year Activities	<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.</i></p> <p><i>Staff in the Office of the Registrar compiles each student's application materials, submitted documentation and letter of appeal. These packets are distributed electronically 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.</i></p> <p><i>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>This year, we considered three appeals (compared to twelve last year). The result of those appeals involved 2 students retaining non-resident status for tuition purposes, and one student being reclassified as a resident for tuition purposes.</i></p> <p><i>There was a significant decrease in the number of appeals this year, which was most likely due to changes in the process for gaining residency status. First, in the past, students had to show that they had worked a total of 1,040 hours in a year to be considered in-state residents; that total number of hours increased to 1,560 for students</i></p>

	<i>who began the process after January 2018. In addition, the Office of the Registrar has begun asking a series of questions (e.g., “Explain your understanding of the requirements for gaining resident status for purposes of tuition and fees”) that students have to respond to in their letter appealing the initial classification decision. It is likely that these two changes explain the drop in the number of appeals.</i>
Topics your committee anticipates addressing during the coming year	<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>
Other issues of concern	<i>None.</i>
What should we tell applicants for this committee regarding expectations of members (anticipated workload, existence of subcommittees, etc.)?	<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 materials) is expected. Student attendance indicates they appreciate having an opportunity to be heard. There are no subcommittees. Necessary support and resources are provided.</i>
Recommendations, if any, to the shared governance groups.	<i>None.</i>