

THE CALIFORNIA STATE UNIVERSITY  
OFFICE OF THE CHANCELLOR



BAKERSFIELD

CHANNEL ISLANDS

July 31, 2009

CHICO

DOMINGUEZ HILLS

**MEMORANDUM**

EAST BAY

FRESNO

**TO:** CSU Presidents

FULLERTON

**FROM:** Charles B. Reed  
Chancellor

HUMBOLDT

**SUBJECT:** Category I Per-Unit Fee in Graduate Professional Business Programs — Executive Order No.1042

LONG BEACH

LOS ANGELES

Attached is a copy of Executive Order No.1042, which authorizes the campuses of the California State University to assess a per-unit fee for required courses taken by students enrolled in fee-authorized state-supported professional business graduate programs. In accordance with policy of the California State University, the campus president has responsibility for implementing executive orders where applicable and for maintaining the campus repository and index for all executive orders.

MARITIME ACADEMY

MONTEREY BAY

NORTHRIDGE

POMONA

If you have questions regarding this executive order, please call the Budget Office at (562) 951-4560.

SACRAMENTO

SAN BERNARDINO

CBR/cmh

SAN DIEGO

SAN FRANCISCO

Attachment

SAN JOSÉ

**c:** Executive Staff, Office of the Chancellor  
Provosts  
Vice Presidents, Finance  
Deans of Business  
Deans of Graduate Studies  
Budget Officers  
Bursars  
Directors of International Programs  
Financial Aid Directors

SAN LUIS OBISPO

SAN MARCOS

SONOMA

STANISLAUS

**THE CALIFORNIA STATE UNIVERSITY**  
**Office of the Chancellor**  
**401 Golden Shore**  
**Long Beach, California 90802-4210**  
**(562) 951-4560**

**Executive Order:** 1042  
**Effective Date:** July 31, 2009  
**Supersedes:** None  
**Title:** Category I Per-Unit Fee in Graduate Professional Business Programs — Executive Order No.1042

1. Authority

This executive order is issued under the authority granted by Education Code Sections 89035, 89700, and 89724; Standing Orders of the Board of Trustees, Section II (i); and Board of Trustees' Resolution RFIN 05-09-03; and it is consonant with Executive Order 1034.

2. Establishment and Terms of Fee Assessment

2.1 Effective Date

Effective fall 2009 a Category I per-unit fee in state-supported professional graduate business programs shall be implemented as provided for in this executive order.

2.2 Applicability

2.2.1 The Graduate Business Professional Fee shall be charged on a per-unit basis for all required courses in state-supported professional master of business degree programs that are subject to accreditation by the Association to Advance Collegiate Schools of Business International (AACSB International) and that are authorized by the trustees or chancellor to assess such fees.

2.2.2 Students in conditionally classified admission status in graduate professional programs shall be charged the Graduate Business Professional Fee on a per-unit basis for each prerequisite course taken in fulfillment of graduation requirements for these fee-authorized programs.

- 2.2.3 Programs authorized as of the issuance of this policy to assess these fees to enrolled students are listed on Attachment 1 to this executive order.
- 2.3 Assessment of Fees
  - 2.3.1 This fee shall be in addition to the State University Fee, applicable non-resident tuition, and any campus-based fees.
  - 2.3.2 This fee shall be assessed in the amount of \$210 per semester unit or \$140 per quarter unit.
- 2.4 Fee Waivers

Employee fee waivers and other fee waivers are authorized by statute. The terms of authorized employee fee waivers are subject to change and are agreed upon as outlined in collective bargaining contracts. Please consult current Human Resources Technical Memoranda at <http://www.calstate.edu/HRAadm/memos.shtml>
- 3. Establishing Fees in Additional Applicable Programs

Upon request of a campus president, the chancellor is authorized to approve the assessment of a Graduate Business Professional Fee upon students enrolled in state-supported professional master's degrees in business that are subject to accreditation by the Association to Advance Collegiate Schools of Business International and that are not included in the original roster of fee-authorized programs.
- 4. Fee Revenue

In accordance with Education Code Section 89721(1), revenue collected from all higher education fees shall be deposited in a local trust unless otherwise specified.
- 5. Provision for Financial Aid

Presidents are directed to set aside a minimum of 25% and not more than 33% of the Graduate Business Professional Fee revenue for need-based financial aid, with such funds to be used first to meet the demonstrated financial need of students in affected campus professional graduate degree programs in business; and that any part of the revenue that is not awarded to professional business master's degree program students be made available to meet demonstrated financial need of any other undergraduate or graduate students on the campus.
- 6. Modification of Existing Fees

Beginning in fall 2010, for each adjustment made by trustee action to the State University Fee for graduate students, an equal adjustment will be made to the graduate professional business Category I fee.

7. Accountability

In the 2011-12 fiscal year, campuses shall report to the chancellor on their progress in addressing the following expectations of the Board of Trustees.

- 7.1 Enrollment growth in professional master's degree programs in business, consistent with campus strategic plans.
- 7.2 Growth in enrollment diversity in such programs, including improved representation of persons of modest financial means, improved representation of persons from currently underrepresented groups, and a more balanced gender representation among students.
- 7.3 Support for students through such means as providing internships and placement assistance at the completion of their graduate business programs.
- 7.4 Improvements in faculty recruitment and retention rates.
- 7.5 For programs that seek accreditation by the Association to Advance Collegiate Schools of Business International, maintenance of accredited status.



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Charles B. Reed, Chancellor

Dated: July 31, 2009

**Programs Authorized to Assess Per Unit Fee in State-Supported  
Professional Business Graduate Programs**

Authority: CSU Trustee Resolution RFIN 05-09-03  
May 12-13, 2009

**MS Accountancy**

Fresno; Fullerton; Los Angeles; Pomona; San Bernardino; San Diego; San José;  
San Luis Obispo

**MBA Master of Business Administration**

Bakersfield; Chico; Dominguez Hills; East Bay; Fresno; Fullerton; Humboldt;  
Long Beach; Los Angeles; Northridge; Pomona; Sacramento; San Bernardino;  
San Diego; San Francisco; San José; San Luis Obispo; San Marcos; Sonoma;  
Stanislaus

**MS Business Administration**

East Bay; Los Angeles; Pomona; San Diego; San Francisco; Stanislaus

**MS Health Care Management**

Los Angeles

**MS Business and Technology**

San Luis Obispo

**MS Information Systems**

Fullerton; Los Angeles

**MS Taxation**

East Bay; Fullerton



**TRUSTEES RESOLUTION**

**Meeting Quality Standards in State-Supported Professional Business Graduate Programs with Revenue Support Derived from a Per-Unit Fee (RFIN 05-09-03)**

**RESOLVED**, By the Board of Trustees of the California State University, that beginning with the fall term, 2009, a Graduate Business Professional Fee shall be assessed to students for coursework required in state-supported professional master's of business degree programs that are subject to accreditation by the Association to Advance Collegiate Schools of Business International (AACSB International). This fee shall be in addition to the State University Fee and any campus-based fees, and shall be assessed in the amount of \$210 per semester unit or \$140 per quarter unit. The Graduate Business Professional Fee shall apply to required courses in the following degree programs: Master of Business Administration (M.B.A.); and Master of Science (M.S.) programs in Accountancy, Business Administration, Health Care Management, Business and Technology, Information Systems, and Taxation; and be it further

**RESOLVED**, that beginning in fall 2010, whenever the trustees take action to adjust the State University Fee for graduate students, the same adjustment will be made to the Business Professional Fee; and be it further

**RESOLVED**, that presidents are directed to set aside a minimum of 25% and not more than 33% of the Graduate Business Professional Fee revenue for need-based financial aid, with such funds to be used first to meet the demonstrated financial need of students in campus professional graduate degree programs in business; and that any part of the revenue that is not awarded to professional business master's degree program students be made available to meet demonstrated financial need of any other undergraduate or graduate students on the campus; and be it further

**RESOLVED**, that the Board of Trustees expects that, with this additional revenue made available to campuses, professional master's degree programs in business will show growth in enrollments consistent with campus strategic plans; enrollment diversity that includes improved representation of persons of modest financial means, and of persons from currently underrepresented groups, and a more balanced gender representation; support for students at the completion of their programs through such means as internships and placement assistance; improvements in faculty recruitment and retention success; and for programs that seek it, success in maintaining accredited status with the Association to Advance Collegiate Schools of Business International; and be it further

**RESOLVED**, that upon request of a campus president, the chancellor is authorized to approve the assessment of a Graduate Business Professional Fee upon students enrolled in other newly-developed state-supported professional master's degrees in business that are subject to accreditation by the Association to Advance Collegiate Schools of Business International; and be it further

**RESOLVED**, that the chancellor provide the Board of Trustees an accountability report in the 2011-12 fiscal year that is responsive to these board expectations.