

50.5 Tuition Policy

- **50-5-1 Purpose**
- **50-5-2 Policy**

1. Purpose. For planning purposes, Eastern New Mexico University-Roswell (ENMU-Roswell) and other institutions of higher education need established guidelines regarding the setting of tuition. In line with this philosophical approach, the Higher Education Department requires all public institutions within its governance have an approved tuition policy.

2. Policy. The following is the approved ENMU-Roswell policy regarding tuition:

GUIDELINES FOR STUDENT CHARGES FOR ENROLLMENT

DEFINITIONS:

"Student charges for enrollment" is a term that refers to two kinds of charges made to students in general at the institution. These are: tuition and required fees. There are other costs that students encounter including: required course fees, books and materials, board and room, insurance, etc. However, these costs vary by student and for the sake of development of policy, are termed, "other costs of enrollment."

"Tuition" is the student's share of the direct cost of Instruction and General Expenditures. All students are charged tuition--though they may have a form of financial aid or scholarship that covers or waives the charge.

"Required fees" is the student's share of the direct costs of student social and cultural programs and services. All students are charged required fees--though they may have a form of financial aid or scholarship that covers or waives the charge.

"Required course fees" is the student's share of the direct cost of supplies, equipment, services, and supervision for specific courses that have unusual costs of instruction. Only students enrolled in these specific courses pay the required course fees--though they may have a form of financial aid or scholarship that covers the charge.

PRINCIPLES:

1. Students, their families and society share in the responsibility for financing the cost of public higher education.
2. The major share of the cost of education at a public community college should be paid from state funds.
3. Student charges for enrollment should vary from institution to institution, according to mission, role and scope, and should be relative to total instructional expenses per full-time equivalent students, and to rates at geographic and mission peers, to state per capita income, and to state general fund capacity to fund higher education.
4. Student charges should support state and institutional goals for access, quality, affordability, choice, and equitable and effective funding.
5. The process and criteria for charging student charges for enrollment should be communicated to students and families to assist in their planning for meeting educational expenses.

ORGANIZATION AND PROCESS:

1. The Roswell Community College Board (CCB) has legal authority to approve student charges for enrollment and recommend these charges to the Eastern New Mexico University Board of Regents. The Board of Regents of the ENMU System has constitutional authority to set student charges for enrollment. Higher Education Department (HED) may recommend and the Legislature may take credit for specific student charges. If the Roswell Community College Board and the ENMU Board of Regents does not meet or exceed this revenue credit in their approved student charges for enrollment, then the administration must budget a tuition revenue shortfall contingency or must limit expenses in ratio to the unanticipated revenues.
2. If the Roswell Community College Board and the ENMU Board of Regents approve student charges for enrollment that exceed the tuition credit, then the Boards may approve budgeting of the excess tuition revenues as recommended by the administration, subject to amendment or approval by the Boards.
3. The consultative process for the development of the student charges for enrollment guidelines or for recommendations for specific charges will involve the administration and may include other ENMU-Roswell constituencies but does not preclude the initiation of guidelines or of student charges for enrollment rates by the Roswell Community College Board and the ENMU Board of Regents, including rates that exceed the guidelines if the Boards determine such an exception is necessary for the financial integrity of ENMU-Roswell.
4. Tuition guidelines and rates will be formalized by the administration and the Audit and Finance Committee of the Board of Regents, if applicable. These guidelines will be presented as a recommendation to the Roswell Community College Board and the ENMU Board of Regents by the President of ENMU-Roswell or his/her delegate.
5. Required student fees policy will be formulated by the administration and recommended to the Roswell Community College Board and the ENMU Board of Regents.

LONG TERM OBJECTIVES AND GUIDELINES FOR SETTING RATES

1. Student charges at Eastern New Mexico University-Roswell shall be recommended to the Roswell Community College District Board and the ENMU Board of Regents in order to pursue a long-term objective of a specified percentage relationship between the student contribution and the per full-time equivalent Instructional and General expense of the institution.
2. The five-year objective shall be based on an analysis of peer institutional rates, the mission of the University and the revenue needs of the institution. The five-year objective shall be reviewed annually.
3. These guidelines do not preclude the Roswell Community College Board and the ENMU Board of Regents, with or without a recommendation of the University System President, from setting rates that go beyond the parameters of these objectives and guidelines in any given year if, in the judgment of both Boards, such variation is necessary to ensure the financial integrity of the University System and meet the strategic goals of the institution.