



ADMINISTRATIVE PROCEDURES

No. 528.9

MENDOCINO - LAKE COMMUNITY COLLEGE DISTRICT

STUDENT CENTER FEE

Pursuant to California Education Code 76375 and Title 5 Section 58510, the following is the Mendocino College Policy concerning Student Center Fee Elections:

- The Student Center Fee will be \$1 per unit, not to exceed \$10 per fiscal year, and is mandatory for all credit students. It may be used to construct, renovate, equip, or operate a Student Center.
- Twenty percent of the credit students enrolled on that semester's census date must vote in the election and two-thirds of those voting must vote in favor of the fee
- Students who are documented recipients of aid under the Aid to Families of Dependent Children, the Supplemental Security Income/State Supplemental Program, or the General Assistance Program are exempt from the fee
- If the income is used to retire bond or loan obligations for the center, the fee shall remain at least until these obligations are met.
- The student government shall determine the appropriate uses of the fee income and the student center facility but the funds and usage will be subject to all college regulations including the District Planning Process. In the absence of an ASMC, the administration shall operate the Student Center.
- Adequate notice of the election must be given at least 10 school days before the election begins. The election may be held on no more than 5 consecutive days and allow opportunity for day and evening students and students at the Centers to participate. The ballot must contain the intended duration of the fee and the intended use.
- The election may include voting by mail, voting in class, or other appropriate methods as long as student names and student identification numbers are included to enter onto a current general student roster to verify enrollment and prevent duplication.
- The Student Center Fee is not refundable except as a result of class cancellation or similar administrative action by the district that results in bringing the student's active units to zero.

Approved: March 5, 2003

Revised: March 21, 2005