**Memorandum of Understanding**

**between the**

**Associated Students of Washington State University Tri-Cities**

**and**

**Washington State University Tri-Cities**

**on the**

**Safety and Transportation Comprehensive Student Fee**

***ARTICLE I – PARTIES AND PURPOSE***

The Associated Students of Washington State University Tri-Cities (“ASWSUTC”) and Washington State University Tri-Cities (“WSU Tri-Cities”) enter into this Memorandum of Understanding (“MOU”) in order to establish a Safety and Transportation Comprehensive Student Fee (“Student Fee”).

***ARTICLE II – BACKGROUND***

Safety and transportation fees increase access to campus and the ability to provide modern safety measures. A safety and transportation student fee is a common fee in institutions of higher education, and WSU Tri-Cities is the only campus in the WSU system that does not charge a safety and transportation fee. In addition, Columbia Basin College, Central Washington University, and Eastern Washington University all have similar fees.

***ARTICLE III – FEE AMOUNTS***

**SUBSECTION A – STUDENT FEE AMOUNTS**

Fall and Spring Semesters

Students enrolled in ten (10) or more credits at a Tri-Cities location during the Fall and Spring semesters will be assessed a $65 fee. Fees for students enrolled in less than ten (10) credit hours will be prorated at $6.50 per credit hour.

Summer Session

Students enrolled in any credits conducted at a Tri-Cities location will pay $5 per credit hour, capping at $30 for the entire summer session.

**SUBSECTION B – STAFF & FACULTY FEE AMOUNTS**

WSU Tri-Cities will contribute an annual amount equal to the student fee based on the annualized total Full Time Employment (FTE) of faculty and staff ($160 per 1 FTE) where their primary office location is the Tri-Cities campus or affiliated facilities.

Student employees shall pay the Student Fee based on their student enrollment only, and they will not be subject to additional staff or faculty fees.

**SUBSECTION C – STUDENT FEE INCREASES**

The Student Fee may be increased by following the ASWSUTC Constitution and Bylaws as well as appropriate WSU policies and procedures.

***ARTICLE IV – ACCEPTABLE USES OF THIS STUDENT FEE***

Acceptable uses of this Student Fee include:

* Equipment, improvements, or other measures that result in improvements to campus safety and/or security.
* Repair, replacement, enhancement, construction, and expansion of parking areas, roadways, and pedestrian paths, in areas not funded by capital projects.
* Providing subsidy for public Transit Passes to encourage alternative transportation.
* Other transportation alternatives which may become necessary upon completion of regional and campus Commute Trip Reduction plans.

***ARTICLE V – PROJECT SELECTION***

An Advisory Committee will be created to provide recommendations to the Chancellor on how to allocate these funds. This committee will consist of the ASWSUTC President, two at-large students, the Director of Safety, the Campus Facilities Executive, and the Director of Campus Student Life. The Director of Campus Student Life and the Vice Chancellor for Finance and Administration will co-chair the Advisory Committee, and the Director of Safety on the Tri-Cities campus is responsible for providing regular reports to the committee about the safety and transportation operations.

***ARTICLE VI – PARKING PERMIT PROHIBITION***

Upon the implementation of this MOU, in accordance with *Article VII*, WSU Tri-Cities will not assess students another parking or safety fee alternative, such as a parking permit system or similar. Implementation of a parking permit system or similar, or adoption of a separate parking or safety fee, will cancel this Student Fee and any associated agreements.

This prohibition applies only to students. *Article VI* shall not create any limitation on WSU Tri-Cities’ ability to create or modify fees charged to staff, faculty, and/or visitors, nor shall this section prohibit WSU Tri-Cities from implementing alternative systems impacting staff, faculty, and/or visitors.

***ARTICLE VII – MOU IMPLEMENTATION***

This MOU will be implemented once the General Membership of ASWSUTC votes in favor of assessing the Student Fee and the Washington State University Board of Regents approves the Student Fee.

***ARTICLE VIII – SIGNATURES***

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Zachary Harper Date

President, Associated Students of WSU Tri-Cities

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Dr. Sandra Haynes Date

Chancellor, WSU Tri-Cities

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Ray White Date

Vice Chancellor, Finance and Administration

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Dr. Chris Meiers Date

Vice Chancellor, Student Affairs