



CALIFORNIA
STATE
UNIVERSITY,
FRESNO

September 21, 2026

Memorandum

TO: Phong Yang, Chair, Campus Fee Advisory Committee
VP Student Affairs and Enrollment Management

FROM: Saúl Jiménez-Sandoval, Ph.D.
President

SUBJECT: Approval of Changes to Course Fees

I have reviewed and approve the Proposal to Approve Fee Increases for BIOL 1A, 10, and 12 you submitted on December 12, 2025. Per the recommendation, the following course fees are approved and effective Spring 2027:

Increase

- BIOL 1A (Increase from \$15.00 to \$30.00)
- BIOL 10 (Increase from \$5.00 to \$8.00)
- BIOL 12 (Increase from \$15.00 to \$30.00)

Sincerely,

A handwritten signature in blue ink, appearing to read "Saul Jimenez-Sandoval".

Saúl Jiménez-Sandoval, Ph.D.
President



Campus Fee Advisory Committee Meeting

November 21, 2025

2:00 p.m. - 3:00 p.m.

AGENDA

1. Roll-Call
2. Review of Submitted Fee Requests
 - a. [Department of Biology](#) (David Lent, Professor)
 - i. BIOL 1A (Increase from \$15.00 to \$30.00)
 - ii. BIOL 10 (Increase from \$5.00 to \$8.00)
 - iii. BIOL 12 (Increase from \$15.00 to \$30.00)
 - iv. BIOL 67 A (Increase from \$25.00 to \$40.00)
3. [Dog Days fee](#)
 - i. Continue formal discussion about the Dog Days fee
4. Campus Fee Advisory Committee [Website](#)
 - a. [Course Fee Request Process](#)
5. Next Meeting
 - a. January 23, 2026 at 2:00 p.m.
 - i. Effective Term for approved fees Fall 2026



Campus Fee Advisory Committee Meeting

November 21, 2025

2:00 p.m. - 3:00 p.m.

MINUTES

Attendees:

• Phong Yang, <i>VP of Student Affairs and Enrollment Management, Chair (non-voting member)</i>	☐ Present ☒ Not Present
• Camalah Saleh, <i>ASI President</i>	☐ Present ☒ Not Present
<i>ASI President Proxy: Syuzanna Kovalenko, ASI Chief of Staff</i>	☒ Present ☐ Not Present
• Maris Prado, <i>ASI Executive Vice President</i>	☒ Present ☐ Not Present
• Dayanara Guzman, <i>Vice President of Finance</i>	☒ Present ☐ Not Present
• Alya Hassan, <i>Health & Human Services RBA</i>	☒ Present ☐ Not Present
• Torrance Carpenter, <i>Student Representative</i>	☐ Present ☒ Not Present
• Dr. Amber Crowell, <i>Faculty, Academic Senate Representative</i>	☒ Present ☐ Not Present
• John Fugatt, <i>Assistant Vice President of Financial Services</i>	☒ Present ☐ Not Present
• Dr. Bernadette Muscat, <i>Dean of Undergraduate Studies, Academic Affairs Representative</i>	☒ Present ☐ Not Present
• Terree Stevenson, <i>Dean of Students</i>	☒ Present ☐ Not Present
• Dr. Amy Allen, <i>Associate Dean of Student Involvement (Ex-Officio, non-voting member)</i>	☒ Present ☐ Not Present

Dean Stevenson is today's meeting facilitator.

1. Roll-Call (Please see above)

Absent: Phong Yang, VP of Student Affairs and Enrollment Management, Chair (non-voting member) and Torrance Carpenter, Student Representative

Also in attendance: Juana Gonzalez (Minutes), David Lent (Professor, Department of Biology), Ken Ternate (Senior Coordinator, Dog Days).

2. Review of Submitted Fee Requests

a. Biology Department (Professor David Lent)

i. BIOL 10 (Increase from \$5.00 to \$8.00)

• Proxy: Suzy, ASI Chief of Staff		
☒ Yes	☐ No	☐ Abstain
• Maris Prado, ASI Executive Vice President		
☒ Yes	☐ No	☐ Abstain
• Dayanara Guzman, Vice President of Finance		
☒ Yes	☐ No	☐ Abstain
• Alya Hassan, Health & Human Services RBA		
☒ Yes	☐ No	☐ Abstain
• Dr. Amber Crowell, Faculty, Academic Senate Representative		
☒ Yes	☐ No	☐ Abstain
• John Fugatt, Assistant Vice President of Financial Services		
☒ Yes	☐ No	☐ Abstain
• Dr. Bernadette Muscat, Dean of Undergraduate Studies, Academic Affairs Representative		
☒ Yes	☐ No	☐ Abstain

7 Committee members voted in favor of this fee increase Dr. Amber Crowell, Faculty, Academic Senate Representative motions to approve fee increase and John Fugatt, AVP Financial Services seconds the motion. Motion passes.

ii. BIOL 12 (Increase from \$15.00 to \$30.00)

• Proxy: Suzy, ASI Chief of Staff		
☒ Yes	☐ No	☐ Abstain
• Maris Prado, ASI Executive Vice President		
☒ Yes	☐ No	☐ Abstain
• Dayanara Guzman, Vice President of Finance		
☒ Yes	☐ No	☐ Abstain
• Alya Hassan, Health & Human Services RBA		
☒ Yes	☐ No	☐ Abstain
• Dr. Amber Crowell, Faculty, Academic Senate Representative		
☒ Yes	☐ No	☐ Abstain
• John Fugatt, Assistant Vice President of Financial Services		
☒ Yes	☐ No	☐ Abstain
• Dr. Bernadette Muscat, Dean of Undergraduate Studies, Academic Affairs Representative		
☒ Yes	☐ No	☐ Abstain

7 Committee members voted in favor of this fee increase John Fugatt, AVP Financial Services motions to approve fee increase and Dr. Amber Crowell, Faculty, Academic Senate Representative seconds the motion. Motion passes.

iii. BIOL 1A (Increase from \$15.00 to \$30.00)

• Proxy: Suzy, ASI Chief of Staff		
☒ Yes	☐ No	☐ Abstain
• Maris Prado, ASI Executive Vice President		
☒ Yes	☐ No	☐ Abstain
• Dayanara Guzman, Vice President of Finance		
☒ Yes	☐ No	☐ Abstain
• Alya Hassan, Health & Human Services RBA		
☒ Yes	☐ No	☐ Abstain

• Dr. Amber Crowell, Faculty, Academic Senate Representative		
☒ Yes	☐ No	☐ Abstain
• John Fugatt, Assistant Vice President of Financial Services		
☒ Yes	☐ No	☐ Abstain
• Dr. Bernadette Muscat, Dean of Undergraduate Studies, Academic Affairs Representative		
☒ Yes	☐ No	☐ Abstain

7 Committee members voted in favor of this fee increase John Fugatt, AVP Financial Services motions to approve fee increase and Dr. Amber Crowell, Faculty, Academic Senate Representative seconds the motion. Motion passes.

- iv. BIOL 67 A (Withdrew at this time by Professor David Lent, will revisit with Biology Department)

3. Dog Days fee

- i. Continue formal discussion about the Dog Days fee (Ken Ternate, Presenter)

Mr. Ternate shared with the committee information and data to support discussions on Dog Days fee. Shared with the committee that we are not voting today, this is for formal discussion purposes only.

4. Next Meeting: Special Meeting to discuss Dog Days Fee.

- a. December 12, 2025 at 1:30 p.m.

The meeting adjourned at 2:53 p.m.

Minutes taken by:

Juana Gonzalez, Administrative Assistant

COURSE FEE REQUEST FORM | AY 25-26

This form is to be used to request new or change course fees.

To be considered for the ____ academic year, fee requests must be submitted to Joy Goto, Associate Dean by _____. Please submit original paper copies to the Dean's office.

In addition to the paper copy, please forward electronic copies to:

- _____ with a copy to _____
- **SUBJECT:** Proposed FALL _____ Course Fee

Check one: New fee: Change to existing fee: ☒ Withdraw Fee:

Current fee: \$ 5.00

New Fee: Spring 2026 \$ 8.00
Effective Term

Subject – course number fee should be attached to: BIOL 10
Subject Area Catalog # Course ID

-or-

Other method to charge—e.g. plan, program, student group: _____

List any additional course(s) to be charged: _____

Please attach a brief impact statement addressing all of the following for the proposed new or revised fee:

1. Describe how the fee will be assessed—e.g. all students, students in a specific unit/program/major.
2. Provide a 5-year history of all fees assessed within the academic program/major of the proposed new or revised program/course fee. **If this is a new fee please provide a brief statement of course objectives.**
3. Specify how many students the proposed program/course fee will affect by student classification—i.e. undergraduate, graduate, or professional—and by student level—e.g. freshmen, juniors, etc.
Please describe the direct benefit to students in terms of enhancing or enriching the student learning experience. Provide a budget that details the expected annual revenue from the fee and the expenses that the fee will cover. If this is a current fee, please include how the current revenue is being utilized.
4. If the fee is not approved what would be the expected impact on students, and what alternative means to the proposed fee have been explored for achieving the desired outcome.

Attach additional documentation as needed.

Peoplesoft Chartfield Information:

Unit Budget Analyst: Nancy Gomez Ext: 8-5469

Department: Biology Telephone: 8-3966

Dept. Contact: David Lent Email: dlent@csufresno.edu

Dept Chair signature: Karine Goussier
Revenue - 001 Sep 5 4015 11:42:34 EDT

Dean Signature: [Signature]

AVP Accounting: [Signature]

For Fee Withdrawal Only Department Chair and Dean Signature Required

To be completed, if approved by Fee Committee:

Date of Committee action: _____

Signature: _____ Date: _____

Department of Biology Lab Fee Request and Justification

1. The Department of Biology is requesting to revise fees for four courses. These courses are BIOL 10, BIOL 12, BIOL 67A and BIOL 1A. These revised fees will be assessed to students in these four courses.
2. Table includes the first and last year of the 5-year history of assessed fees and reflects no changes in fees over the last 5 years. The cost of many materials have substantially increased during this timeframe, especially for plastic laboratory consumables. Over the same period, increased expenses have also been incurred from the gradual implementation of new activities, particularly in BIOL 1A lab.

2019 Laboratory Fees			2024 Laboratory Fees		
Course	Subclass#	Fee	Course	Subclass#	Fee
Biol 10	24102	\$ 5.00	Biol 10	24102	\$ 5.00
Biol 12	24104	\$ 15.00	Biol 12	24104	\$ 15.00
Biol 67A	24107	\$ 25.00	Biol 67A	24107	\$ 25.00
Biol 1A	24108	\$ 15.00	Biol 1A	24108	\$ 15.00

3. All courses affect undergraduate students. These are lower-division courses and primarily comprise freshman and sophomores. BIOL 67A frequently has students from all grade levels enrolled, as it is a course required for several health-related careers. All of these courses serve a large number of students across Colleges, Schools, and majors as G.E. or other requirements. BIOL 1A is a core course for the biology B.S. degree. The average enrollment per year for BIOL 10 is 2000. The average enrollment per year for BIOL 12 is 144. The average enrollment per year for BIOL 1A is 528. The average enrollment per year for BIOL 67A is 285. For all courses, the assessed fees are necessary to provide a learning experience that matches what is found at comparable institutions and prepares them to be competitive in the job market upon graduation. These assessed fees provide a direct benefit to students by providing them with hands-on opportunities using modern laboratory approaches that are critical for future success.
 - a. Summary of fee requests (see lab fee cost breakdown spreadsheet for details for BIO 10, 12 & 1A)
 - i. **Biol 10:** Total per-student expenses are currently approximately \$4 pre-tax, however to ensure students continue to be competitive and provide them with innovative, inquiry-based labs, newly proposed activities will cost around \$2.50 (see 'New Biol 10 materials proposed' sheet). We are recommending a new fee of \$8 (it is currently \$5) to meet current and planned expenses.

- ii. **Biol 12:** Total per-student expenses are currently approximately \$29 pre-tax, in large part due to expensive dissection specimens. A few of these have increased dramatically in price in the last year, namely, starfish (1 used per 2 students), frogs (1 per 2 students) and rats (1 per 4). Further reducing starfish and frog use to 1 per 4 students would save ~\$8/student to the detriment of pedagogy/hands-on learning. To maintain this course experience and our ability to prepare students as-is, we are recommending an increase in this fee to **\$30** (it is currently \$15).
 - iii. **Biol 1A:** Total per-student expenses are currently about \$25 pre-tax. To stay cutting-edge and build foundational lab skills, we are recommending an increase in this fee to **\$30** (current fee is \$15) to provide a buffer against increasing costs/inflation and to permit keeping up with changing tools that students will need to learn to use to stay competitive.
 - iv. **BIOL 67A:** Total per-student expenses are currently approximately \$28 per student, but this cost has come by sacrificing student preparedness. The necessary specimens and supplies have increased in cost significantly. Currently, costs are kept down by increasing the number of students that share lab materials (currently, 3 to 4 students per lab specimen). Additionally, costs are kept down by using less optimal materials and specimens that minimize depth of learning and result in the lack of hands-on experience working with developed anatomical systems. Historically, for best pedagogical practice, we use one lab specimen per 2 students to give greater depth and help ensure that each student is able to learn the material. To best prepare students for their careers, including those planning to enter the healthcare field, we recommend an increase to **\$40** (current fee is \$25) to ensure best pedagogy.
4. The lab fees for these courses have not changed since their inception. As costs have been rising, we have compromised, but we have now reached an untenable position where our students are on the verge of not being provided with the learning experiences and essential skill development expected in a biology lab course. This will put them at a disadvantage in the future. If these fees are not approved, we risk disenfranchising our students and potentially losing them to other universities or programs. There are no other sources of funding that we can rely on, as these courses require a reliable revenue stream for consistent and regular stability. We believe that these modest increases will allow us to provide the necessary experience for our students and best prepare them for their future careers.

Lab Activity	Item	Vendor	Cat. #	Unit cost	Qty./student	Est. cost per student	Notes on 'cost per student'	Total (ordering) qty. ne	Approximate course co Notes (include 'reusable' n Product Link
Lab 1: Introduction to Science	Plain glass microscope slides	Fisher	12-550-A3	\$17.03/pack of 144	2 slides	\$0.25		~14 packs	https://www.fishersci.com/shop/products/fish-12550-a3
	Plastic disposable cover slips	Fisher	12547	\$4.92/case of 1000 2		\$0.09		2 cases	https://www.fishersci.com/shop/products/fish-12547
	Lens paper	Fisher	11-996	\$18.17/pack of 12		0.03			https://www.fishersci.com/shop/products/fish-11996
	(DI water) Barnes droppers	WVR	470123-892	\$89.40/pack of 36					https://us.vwr.com/store/catalog/product.jsp?productId=208923
	Prepared Elodea wet mount slid WVR	470177-453		\$5.99/each	1	0.05	Accounts for broken/lost slides (72 + extra		https://www.avantorsciences.com/us/en/products/470177-453
	1000-mL plastic beakers (cover Fisher	14-955-111F		\$90.36/case of 100		N/A		6	https://www.fishersci.com/shop/products/fish-14955-111f
	8" Carolina culture dish	Carolina	741006		21.9	N/A		3	https://www.vwr.com/store/catalog/product.jsp?productId=208923
	WVR® Dissecting Forceps, Met WVR	82027-388		\$68.70/pack of 12 or \$6.11 ea		N/A		6	https://www.fishersci.com/shop/products/fish-82027-388
	Glass slide recycling containers Fisher	13-359-20B		\$74.85/each		N/A		3	https://www.fishersci.com/shop/products/fish-13359-20b
	Elodea stems	WVR	470325-296	\$8.76/pack of 6		0.05	Assumes ~50 leaves/stem	At least 18 stems	https://us.vwr.com/store/product/30332765/w
Lab 2: Scientific Thinking	Stopwatches	Amazon		\$7/ea		0.04		12	https://www.amazon.com/buy/mchale/mileston2
	Molding clay	Amazon		\$7.50 per 2 lbs		0.01			https://www.amazon.com/Crayola-Modeling-Nob
	Samara seeds			\$10/200		0.01		2 orders (of 200 seeds)	https://www.eddy.com/fishing/75943094/extra-di
	Labeling tape (yellow, 0.5in)	Fisher	159011-56	\$81.29/case of 6	1 cm	0.03			https://www.fishersci.com/shop/products/fish-159011-56
	20 in. floor fans w/light	Tractor Supply		\$49.99/ea.		N/A		12	https://www.tractorsupply.com/tsc/product/vw
	Support stand	Fisher	01-257-566	\$43.07		N/A		12	https://www.fishersci.com/shop/products/fish-01257-566
	1/2" electrical metallic tubing, 1ft Home Depot			\$5.98 per 10'		N/A		12	https://www.homedepot.com/p/1-2-in-x-10-ft-el
	8-2 AWG copper water tubing d Amazon			\$7/ea		N/A		12	https://www.amazon.com/Sigma-Electrics-Pro-Cu
	three-prong extension clamp (for Amazon	(Eisco brand)		13.69/ea.		N/A		12	https://www.amazon.com/10PIN-ON-Finger-Ad
	meter sticks	Fisher	S32051	\$6.87/each		N/A		12	https://www.fishersci.com/shop/products/fish-
Lab 3: Cell Structure & Function	(~300mL) Lugol's Iodine	Carolina		872797 56.95/liter	0.1mL	\$0.02			https://www.carolina.com/specialty-chemicals-
	Lens paper	Fisher	11-996	\$18.17/pack of 12		0.03		12	https://www.fishersci.com/shop/products/fish-11996
	Plain glass microscope slides	Fisher	12-550-A3	\$17.63/pack of 144	5 slides	\$0.60			https://www.fishersci.com/shop/products/fish-12550-a3
	Plastic disposable cover slips	Fisher	12547	\$4.92/case of 1000 5		\$0.23			https://www.fishersci.com/shop/products/fish-12547
	Razor blades	Carolina	626931	\$13.44/pack of 100		0.0008		6	https://www.fishersci.com/shop/products/fish-626931
	Fiat toothpicks	Amazon		\$8.85/2,250 (3 pk. of		1 \$0.00			https://www.amazon.com/Diamond-Flat-3-Toothp
	2 bags of potatoes			\$4.6 for 10 lbs.		0.008			(grocery item)
	Prepared hair slides (various)	WVR		Ranges from \$5-\$15		\$0.10	Accounts for broken/missing sli 40/room-->120 total		https://www.carroll.com/prokaryotic-slides/as
	Prepared oral smear slides	Carolina	294354	\$5.89/ea			0.03 Accounts for broken/lost slides (		https://us.vwr.com/store/catalog/product.jsp?
	(DI water) Barnes droppers	WVR	470123-892	\$89.40/pack of 36			(included under 'commonly used items'	18	https://us.vwr.com/store/catalog/product.jsp?
	(Methylcellulose) droppers	WVR	470123-892	\$89.40/pack of 36			(included under 'commonly used items'	6	https://us.vwr.com/store/catalog/product.jsp?
	2% methylcellulose solution (~2 WVR	TS18231-1000		\$39.16/100g		0.0016			https://www.avantorsciences.com/us/en/prodi
	Filamentous green algae	Carolina	151321	\$11.35/container		0.03	Assumes ~50 leaves/stem	6	https://www.carolina.com/algae/spirogyra-livm
	Elodea stems	WVR	470325-296	\$8.76/pack of 6		0.05			https://us.vwr.com/store/product/30332765/w
Lab 4: Photosynthesis	8" Carolina culture dish	Carolina	741006		21.9	N/A			https://www.carolina.com/lab-dishes/culture-di
	50-mL glass beakers	Fisher	FB10050	\$33.09/pk of 12		N/A			https://www.fishersci.com/shop/products/fish-
	150-mL glass beakers	Fisher	FB100150	\$37.29/pk of 12		N/A			https://www.fishersci.com/shop/products/fish-
	3-mL Plastic disposable transfer WVR	414004-017		\$12.82/pk. of 500		N/A (negligible)			https://www.avantorsciences.com/us/en/prodi
	WVR® Dissecting Forceps, Met WVR	82027-388		\$68.70/pack of 12 or \$6.11 ea		N/A			https://us.vwr.com/store/product/4526503/vw
	Six 16 oz. screw-cap specimen	Carolina	715614	\$24.08/pack of 12		N/A			https://www.carolina.com/lab-dishes/apeximer
	4" Carolina culture dish	Carolina	741004	\$12.97/each		N/A			https://www.carolina.com/lab-dishes/culture-di
	Blunt scissors	WVR	82027-588	\$13.62/pk. of 10		N/A			https://www.avantorsciences.com/us/en/prodi
	Cutting boards	Amazon		\$9.88/each		N/A			https://www.amazon.com/Faberware-Nonallip-
	Paring knives	Amazon		\$20.73/3 pack		N/A			https://www.amazon.com/Dexter-Fussell-S104
	WVR® Dissecting Forceps, Fin WVR	82027-408		\$10.56/each		N/A			https://www.avantorsciences.com/us/en/prodi
	3.5-gal. Sharps Container, Chir Fisher	22-730-470		\$66.74/10 pack		N/A			https://www.fishersci.com/shop/products/fish-
	Animal cell model (Staco)	SchoolSpecialty		\$612.52		N/A			https://www.fishersci.com/shop/products/fish-
	Plant cell model (Staco)	Carolina	568048	\$391.09		N/A			https://www.carolina.com/plant-models/plant-c
Lab 4: Photosynthesis	Razor blades	Carolina	626931	\$13.44/pack of 100		0.0008		6	https://www.carolina.com/dissecting-scissorsel
	Potassium bicarbonate (to make	Fisher	S25475A	\$14.07/500g bottle		0.01			https://www.fishersci.com/shop/products/poti
	1.5-mL microtuge tubes	Fisher	05-408-129	\$19.95/pack of 500		0.04			https://www.fishersci.com/shop/products/fish-
	Nitrile gloves	Fisher	19177521	\$14.18/250-pack		0.11			https://www.fishersci.com/store1/mpliat
	Acelone	Fisher	A949-4	\$22.23/4 liter bottle		0.02			https://www.fishersci.com/shop/products/aceal
	Petroleum ether	Fisher	E139S-4	\$79.65/4 liter bottle		0.008			https://www.fishersci.com/shop/products/acet
	95% Ethanol	WVR	V1105HC	\$8.06/5-gal. cubitainer		N/A (negligible)			https://www.avantorsciences.com/us/en/prodi
	(~2500mL) Lugol's Iodine	Carolina		872797 56.95/liter	2.5 mL	\$0.14			https://www.avantorsciences.com/us/en/prodi
	1-gal. plastic jugs for 0.4% KHC WVR	16085-010		\$258.20/case of 60		N/A (negligible)			https://www.carolina.com/dissecting-scissorsel
									https://www.fishersci.com/shop/products/poti
									https://www.fishersci.com/shop/products/fish-
									https://www.fishersci.com/store1/mpliat
									https://www.fishersci.com/shop/products/aceal
									https://www.fishersci.com/shop/products/acet
									https://www.avantorsciences.com/us/en/prodi
									https://www.avantorsciences.com/us/en/prodi

Lab Activity	Item	Vendor	Cat. #	Unit cost	Qty./student	Est. cost per student; Notes on 'cost per student' (included under 'commonly used items')	Total (ordering) qty.; re-usable or 'reusable' n Product Link
Lab 5: DNA Extraction	500-mL flip-top squirt bottles	WWR	16151-832	\$83.09/case of 24	N/A	Reusable, need occasional r	1 case
	#7 one-hole rubber stoppers	Fisher	14-135L	\$180.47/pack of 15	N/A (negligible)	Reusable	
	Polypropylene pans (microfuger)	Fisher	13-361-15	\$210.11/case of 6	N/A (negligible)	Reusable	
	100x15mm petri dishes for disp'l Fisher	Fisher	FB0875713	65.9/case of 500	N/A (negligible - used for demo)		
	Cytiva Whatman 3MM chromafisher	Fisher	05-716-3A	\$87.53/each (1 reel)	~17CM	\$0.15	Reusable
	1L flip top dispensing bottle (for Fisher)	Fisher	02-992-583	\$245.99/case of 66	N/A		Reusable
	4L Erlenmeyer flasks for collecti Fisher	Fisher	50-955-7573	491.04/case of 4	N/A		
	Round toothpicks for pigment of Amazon			\$6/2000	0.003		
	50-mL beakers	Fisher	02-540G	\$22.83/pack of 12	N/A (re-used)	3 needed	22.83
	Plain glass microscope slides	Fisher	12-550-A3	\$17.63/pack of 144	N/A (demo)	N/A (negligible)	
	Plastic disposable cover slips	Fisher	12547	\$44.92/case of 1000	N/A (demo)	N/A (negligible)	
	Blunt scissors	WWR	82027-588	1.31/62/pk. of 10	N/A		
	25x150mm test tubes for bubbl Fisher	Fisher	14-961-34	\$152.10/case of 500	0.3	\$0.10	Reusable
	250-mL Erlenmeyer flasks	Fisher	FB500250	\$37.84/pack of 12	N/A (demo)	N/A (negligible)	
	Corks that fit 25x150mm tubes		?				
	100-mL beakers for leaf starch t Fisher	Fisher	FB10100	\$35.48/pack of 12	N/A (demo)	N/A	
	400-mL beakers for leaf starch t Fisher	Fisher	FB101400	\$106.68/pack of 12	N/A (demo)	N/A	
	glass boiling beads	Amazon		\$7.29/500 pcs	N/A (demo)	N/A	
	Strainers for collecting boiling br Amazon			\$6/2 pk.	N/A (demo)	N/A	
	Crucible tongs	Fisher	15-200	\$16.60/ea.; 1 per roo	N/A (demo use)	N/A	
	Hot plates	Fisher	02-270-108	\$395.77/ea	N/A (demo use)	N/A	
	480mL Amber Boston Round br Fisher	Fisher	FB02911743	\$55.24/case of 12	N/A (demo use)	N/A	
	64mm powder funnels for solv'r Fisher	Fisher	10-348A	\$83.46/pack of 12	N/A (demo use)	N/A	
	Bel-Art 30cmx20cmx13cm steril WWR	WWR	62662-401	\$234.55/case of 6	N/A (demo use)	N/A	
	150mm powder funnels for etha Fisher	Fisher	4252-0150	\$51.61/pack of 4	N/A (demo use)	N/A	
	250-mL wash bottles	Fisher	03-409-10D	\$43.60/pack of 4	N/A (demo use)	N/A (negligible)	
	Half meter sticks for bubble gen. acti Amazon	Amazon	S15985	\$2.18/ea.	N/A		
	Desk lamps for bubble gen. acti Amazon	Amazon	4SSC15	\$13.97/6 pack	N/A	0.1	
	LED bulbs for bubble gen. acti Amazon	Amazon	13.69/ea.	\$11.39/ea.	N/A		12
	Ring stands for bubble gen. acti Amazon	Amazon	13.69/ea.	\$13.69/ea.	N/A		
	three-prong extension damp (for Amazon)	Amazon		\$34.99/ea	N/A		
	Plant growth lamp	Amazon		\$9.84/ea	N/A		
Lab 6: Cell Cycle, Mitosis, Meiosis	Variegated leaf Coleus plants	WWR		\$4.99/ea	N/A		
	Cutting boards	Amazon		\$4.99/ea	N/A		
	6" white vinyl rulers	Carolina	702601	\$8.82/pack of 12	N/A		
	Fisherbrand Red-tips, 1-200UL Fisher	Fisher	02-707-500	\$161.40/pack of 100	N/A (pigment pre)	N/A	
	80mm powder funnel for refilling WWR	WWR	414004-270	\$81.30/pack of 12	N/A		
	Plastiklips for clipping foil pieces Amazon	Amazon		\$11.85/pack of 500	N/A		
	Aluminum foil (for covering leaf Fisher)	Fisher	01-213-104	\$14.32/ea	N/A (negligible)		
	Giant DNA Model (Denoyer-Get WWR	WWR	470804-756	\$1,090.62	N/A (demo use)	N/A	
	Raw wheat germ (~1,000g or the Sprouds	Farmer's Market		\$2.99/bag	1g	0.009	
	Electronic balances (Ohaus OH scalesgalt	OHA-SPX222		\$359.64/ea	N/A		
	5.5"x6.5" weighing dishes	Fisher	08-732-115	\$50.29/case of 500	N/A		
	Tongue depressors for handling Amazon	Amazon		\$29.59/3 packs of 500	N/A (group use; negligible)		
	30mm half-racks for holding DN WWR	WWR	5972-0030	\$17.25/ea	0.3	\$0.10	
	25x150mm test tubes for bubbl Fisher	Fisher	14-961-34	\$152.10/case of 500	N/A		
	Glass slide recycling containers Fisher	Fisher	13-359-20B	\$74.85/each	N/A		
	10" glass stirring rods	Fisher	113800	\$91.67/case of 72	N/A		
	50mL Nalgene graduated cylind Fisher	Fisher	36620050	\$17.87/ea	N/A		
	(SDS) Barnes droppers	WWR	470123-892	\$89.40/pack of 36	(included under 'commonly used items')		
	Sodium Dodecyl Sulfate	WWR	SS0650-500G	\$33.73/500g		0.015	
	5 liters 95% Ethanol	WWR	V1105HC	\$8.06/5-gal. cubitainer		0.07	
	4L Erlenmeyer flasks for collecti Fisher	Fisher	50-955-7573	491.04/case of 4	N/A		
	Chromosome model (Somo)	Carolina	561705	\$789.75/ea	N/A		
	Animal mitosis model set (Som Carolina	Carolina	561624	\$1152.8/ea	N/A		
	Grassfrog life history museum n WWR	WWR	470000-278	\$428.09/ea	N/A		
	Onion root tip mitosis slides	Carolina	302396	\$9.35/ea	N/A	Accounts for broken/lost slides	
	Lens paper	Fisher	11-996	\$18.17/pack of 12	N/A	0.03	
	White chalk	WWR	66-2012	\$1.40/pack of 12	N/A	0.03	
	8" Carolina culture dish	Carolina	741006	\$21.9	N/A		
	Half meter sticks	Fisher	S15985	\$2.18/ea.	N/A		
Lab 5: DNA Extraction	500-mL flip-top squirt bottles	WWR	16151-832	\$83.09/case of 24	N/A	Reusable, need occasional r	1 case
	#7 one-hole rubber stoppers	Fisher	14-135L	\$180.47/pack of 15	N/A (negligible)	Reusable	
	Polypropylene pans (microfuger)	Fisher	13-361-15	\$210.11/case of 6	N/A (negligible)	Reusable	
	100x15mm petri dishes for disp'l Fisher	Fisher	FB0875713	65.9/case of 500	N/A (negligible - used for demo)		
	Cytiva Whatman 3MM chromafisher	Fisher	05-716-3A	\$87.53/each (1 reel)	~17CM	\$0.15	Reusable
	1L flip top dispensing bottle (for Fisher)	Fisher	02-992-583	\$245.99/case of 66	N/A		Reusable
	4L Erlenmeyer flasks for collecti Fisher	Fisher	50-955-7573	491.04/case of 4	N/A		
	Round toothpicks for pigment of Amazon			\$6/2000	0.003		
	50-mL beakers	Fisher	02-540G	\$22.83/pack of 12	N/A (re-used)	3 needed	22.83
	Plain glass microscope slides	Fisher	12-550-A3	\$17.63/pack of 144	N/A (demo)	N/A (negligible)	
	Plastic disposable cover slips	Fisher	12547	\$44.92/case of 1000	N/A (demo)	N/A (negligible)	
	Blunt scissors	WWR	82027-588	1.31/62/pk. of 10	N/A		
	25x150mm test tubes for bubbl Fisher	Fisher	14-961-34	\$152.10/case of 500	0.3	\$0.10	Reusable
	250-mL Erlenmeyer flasks	Fisher	FB500250	\$37.84/pack of 12	N/A (demo)	N/A (negligible)	
	Corks that fit 25x150mm tubes		?				
	100-mL beakers for leaf starch t Fisher	Fisher	FB10100	\$35.48/pack of 12	N/A (demo)	N/A	
	400-mL beakers for leaf starch t Fisher	Fisher	FB101400	\$106.68/pack of 12	N/A (demo)	N/A	
	glass boiling beads	Amazon		\$7.29/500 pcs	N/A (demo)	N/A	
	Strainers for collecting boiling br Amazon			\$6/2 pk.	N/A (demo)	N/A	
	Crucible tongs	Fisher	15-200	\$16.60/ea.; 1 per roo	N/A (demo use)	N/A	
	Hot plates	Fisher	02-270-108	\$395.77/ea	N/A (demo use)	N/A	
	480mL Amber Boston Round br Fisher	Fisher	FB02911743	\$55.24/case of 12	N/A (demo use)	N/A	
	64mm powder funnels for solv'r Fisher	Fisher	10-348A	\$83.46/pack of 12	N/A (demo use)	N/A	
	Bel-Art 30cmx20cmx13cm steril WWR	WWR	62662-401	\$234.55/case of 6	N/A (demo use)	N/A	
	150mm powder funnels for etha Fisher	Fisher	4252-0150	\$51.61/pack of 4	N/A (demo use)	N/A	
	250-mL wash bottles	Fisher	03-409-10D	\$43.60/pack of 4	N/A (demo use)	N/A (negligible)	
	Half meter sticks for bubble gen. acti Amazon	Amazon	S15985	\$2.18/ea.	N/A		
	Desk lamps for bubble gen. acti Amazon	Amazon	4SSC15	\$13.97/6 pack	N/A	0.1	
	LED bulbs for bubble gen. acti Amazon	Amazon	13.69/ea.	\$11.39/ea.	N/A		12
	Ring stands for bubble gen. acti Amazon	Amazon	13.69/ea.	\$13.69/ea.	N/A		
	three-prong extension damp (for Amazon)	Amazon		\$34.99/ea	N/A		
	Plant growth lamp	Amazon		\$9.84/ea	N/A		
Lab 6: Cell Cycle, Mitosis, Meiosis	Variegated leaf Coleus plants	WWR		\$4.99/ea	N/A		
	Cutting boards	Amazon		\$4.99/ea	N/A		
	6" white vinyl rulers	Carolina	702601	\$8.82/pack of 12	N/A		
	Fisherbrand Red-tips, 1-200UL Fisher	Fisher	02-707-500	\$161.40/pack of 100	N/A (pigment pre)	N/A	
	80mm powder funnel for refilling WWR	WWR	414004-270	\$81.30/pack of 12	N/A		
	Plastiklips for clipping foil pieces Amazon	Amazon		\$11.85/pack of 500	N/A		
	Aluminum foil (for covering leaf Fisher)	Fisher	01-213-104	\$14.32/ea	N/A (negligible)		
	Giant DNA Model (Denoyer-Get WWR	WWR	470804-756	\$1,090.62	N/A (demo use)	N/A	
	Raw wheat germ (~1,000g or the Sprouds	Farmer's Market		\$2.99/bag	1g	0.009	
	Electronic balances (Ohaus OH scalesgalt	OHA-SPX222		\$359.64/ea	N/A		
	5.5"x6.5" weighing dishes	Fisher	08-732-115	\$50.29/case of 500	N/A		
	Tongue depressors for handling Amazon	Amazon		\$29.59/3 packs of 500	N/A (group use; negligible)		
	30mm half-racks for holding DN WWR	WWR	5972-0030	\$17.25/ea	0.3	\$0.10	
	25x150mm test tubes for bubbl Fisher	Fisher	14-961-34	\$152.10/case of 500	N/A		
	Glass slide recycling containers Fisher	Fisher	13-359-20B	\$74.85/each	N/A		
	10" glass stirring rods	Fisher	113800	\$91.67/case of 72	N/A		
	50mL Nalgene graduated cylind Fisher	Fisher	36620050	\$17.87/ea	N/A		
	(SDS) Barnes droppers	WWR	470123-892	\$89.40/pack of 36	(included under 'commonly used items')		
	Sodium Dodecyl Sulfate	WWR	SS0650-500G	\$33.73/500g		0.015	
	5 liters 95% Ethanol	WWR	V1105HC	\$8.06/5-gal. cubitainer		0.07	
	4L Erlenmeyer flasks for collecti Fisher	Fisher	50-955-7573	491.04/case of 4	N/A		
	Chromosome model (Somo)	Carolina	561705	\$789.75/ea	N/A		
	Animal mitosis model set (Som Carolina	Carolina	561624	\$1152.8/ea	N/A		
	Grassfrog life history museum n WWR	WWR	470000-278	\$428.09/ea	N/A		
	Onion root tip mitosis slides	Carolina	302396	\$9.35/ea	N/A	Accounts for broken/lost slides	
	Lens paper	Fisher	11-996	\$18.17/pack of 12	N/A	0.03	
	White chalk	WWR	66-2012	\$1.40/pack of 12	N/A	0.03	
	8" Carolina culture dish	Carolina	741006	\$21.9	N/A		
	Half meter sticks	Fisher	S15985	\$2.18/ea.	N/A		

Lab Activity	Item	Vendor	Cat. #	Unit cost	Qty./Student	Est. cost per student	Notes on 'cost per student'	Total (ordering) qty. re. Approximate course cte	Include 'reusable' n Product Link
Lab 7: Diffusion and Water Balance	Round craft beads for making r Amazon			\$2.89/450pcs.	N/A	N/A (negligible)			Reusable
	Fishing wire for making magneti Amazon			\$6.99/755ft.	N/A	N/A (negligible)			Reusable
	Magnets for making magnetic cl Amazon			\$16.99/62pcs	N/A	N/A			Reusable
	Plain glass microscope slides	Fisher	12-550-A3	\$17.63/pack of 144	N/A (demo)	N/A (negligible)		3 packs	\$52.89
	Plastic disposable cover slips	Fisher	12547	\$44.92/case of 1000	N/A (demo)	N/A (negligible)		3 cases	\$135
	Polypropylene pans (slide disca Fisher		13-361-15	\$210.11/case of 6					
	Lens paper	Fisher	11-996	\$18.17/pack of 12	~0.25 in.	0.03		12	\$18.17
	Spectrum RC dialysis tubing for Fisher		08-670-246	\$531.36/100 ft. roll	N/A (demo)	0.11		3 rolls (1 per room)	\$159.08
	Dialysis tubing clips	Fisher	08-670-11A	\$275.48/pack of 10	N/A (demo)			6 (2 per room)	\$275.48
	(DI water) Barnes droppers	WWR	470123-892	\$89.40/pack of 36	N/A (demo)	N/A	(included under 'commonly used items'	\$89 Dropper bulbs deteriorate ov	
Lab 8: Adaptations	(3% NaCl) Barnes droppers	WWR	470123-892	\$89.40/pack of 36	N/A (demo)	N/A	(included under 'commonly used items'	\$89 Dropper bulbs deteriorate ov	
	60 qt. ice chests	ULINE	H-7736	\$402/ea	N/A	N/A		3 (1 per room)	\$306
	8" Carolina culture dish	Carolina	741006	\$21.9		0.09		3	\$55.70 Reusable
	pancake syrup diluted 1:1 with v grocery item)			\$31/1000mL		0.01		3 bottles	\$9.00
	Blunt scissors	WWR	82027-588	\$131.62/pk of 10		N/A		3	\$39.49 Reusable
	Electronic balances (Ohaus OH. scalesgalec OHA-SPX222			\$359.64/ea	N/A	N/A		12	\$4,316 Reusable
	5.5"x5.5" weighing dishes	Fisher	08-732-115	\$50.29/case of 500	N/A	N/A		12	\$50.29 Reusable
	~160-180 lbs. of potatoes for di (grocery item)			\$4.6 for 10 lbs.		0.09			\$96
	Paring knives	Amazon		\$20.73/3 pack		N/A	Also used in Cell Structure lab	4/room-->12 total	
	Cutting boards	Amazon		\$9.88/each		N/A	Also used in Cell Structure lab	4/room-->12 total	
Lab 9: Ecological Interactions	18x150 test tubes	Fisher	14-961-32	\$48.46/case of 500	1-2 tubes/student	0.15		1,500 (3 cases)	\$124.55 Reusable
	20mm half-racks	Fisher	13-359-208	\$74.85/each		N/A		3	\$224.55 Reusable
	7.5mm (#3) cork borers with put Amazon		14809118	\$144.51/case of 8	1/group of 3	N/A		24	\$433.53 Reusable
	500-mL flip-top squirt bottles	WWR	16151-832	\$18.89/set (each set 1/group of 3		N/A		12	\$226.68 Reusable
	~1kg NaCl, solid for making 1% Fisher		BP358-10	\$69.57/10kg pail		(included under 'commonly used items'	48 (2 cases)		\$166.18 Reusable; need occasional r
	4 liters clear soda	(grocery item)		\$2.00/2L bottle		0.007	~1kg		\$70
	1-gal. plastic jugs for 1%, 2%, 3 WWR		16085-010	\$258.20/case of 60		0.004	4 liters		\$4
	6" white vinyl rulers	Carolina	702601	\$8.82/pack of 12	N/A	N/A (negligible)			\$9 Reusable
	Eldorado stems	WWR	470325-296	\$8.76/pack of 6		0.05	Assumes ~50 leaves/stem		Usually supplied by Greenh
	WVR® Dissecting Forceps, Mex WWR		82027-388	\$68.70/pack of 12 or \$6.11 ea.		N/A		6	\$23 Reusable
Lab 8: Adaptations	Wax markers for labeling test tu Amazon			\$5.39/pack of 12		0.017		24 (2 packs)	\$16.78
	6L water baths	Fisher		\$674.06/ea		N/A		6	\$4,044.30 Reusable
	1000-mL plastic beakers (cover Fisher		14-955-111F	\$90.36/case of 100		N/A	Also used in Lab 1 (Intro to Scie	6	\$90.36 Reusable
	80mm powder funnel for refilling WWR		414004-270	\$81.30/pack of 12	N/A	N/A	Also used in Lab 4 (Photosynth	6	\$81 Reusable
	Ammonium oxalate monohydrat Fisher		A679-500	\$74.59/ea		0.04	Used to make ~8 liters of 1% ar ~80 grams		\$74.59
	Calcium chloride	Fisher	C77-500	\$338.68/ea		0.03	Used to make ~1 liter of 5% calcium chloride solution-->		\$338.68
	500-mL flip-top squirt bottles	WWR	16151-832	\$83.09/case of 24		(included under 'commonly used items'	1 case		\$83.09 Reusable; need occasional r
	(5% calcium chloride) Barnes a WWR		470123-892	\$89.40/pack of 36		(included under 'commonly used items'		12	\$89 Dropper bulbs deteriorate ov
	4L Erlenmeyer flasks for collecti Fisher		50-955-7573	\$91.04/case of 4		N/A			Reusable
	Wax markers for labeling test tu Amazon			\$5.39/pack of 12		0.017		24 (2 packs)	\$16.78
Lab 9: Ecological Interactions	20mm half-racks	Fisher	14809118	\$144.51/case of 8	1/group of 3	N/A		24	\$433.53 Reusable
	16x150 test tubes	Fisher	14-961-31	\$70.12/case of 1000	~2 tubes/student	0.14		~1,500 (~1.5 cases)	\$140.24
	Test tube discard bins (large na Fisher		13-359-208	\$74.85/each		N/A		3	\$224.55 Reusable
	6" white vinyl rulers	Carolina	702601	\$8.82/pack of 12	N/A	N/A		6	\$9 Reusable
	80mm powder funnel for refilling WWR		414004-270	\$81.30/pack of 12	N/A	N/A	Also used in Lab 4 (Photosynth	6	\$81 Reusable
	8" Carolina culture dish	Carolina	741006	\$21.9		N/A		6	\$131.40 Reusable
	Seed dispersal Riker Mount	WWR	470006-964	\$1.95/each		N/A		3	\$155.88 Reusable
	Various plants/plant cuttings								
	Laminated life cycles photos	(self-made)							
	4" Carolina culture dish	Carolina	741004	\$12.97/each		N/A			Reusable
Lab 9: Ecological Interactions	Plain glass microscope slides	Fisher	12-550-A3	\$17.63/pack of 144	N/A	Negligible (demo)		1 pack	\$17.63
	Plastic disposable cover slips	Fisher	12547	\$44.92/case of 1000	N/A	Negligible (demo)		1 case	\$45
	(DI water) Barnes droppers	WWR	470123-892	\$89.40/pack of 36		N/A		12	\$89 Dropper bulbs deteriorate ov
	WVR® Dissecting Forceps, Mex WWR		82027-388	\$68.70/pack of 12 or \$6.11 ea.		(included under 'commonly used items'		6	\$23 Reusable
	1000-mL plastic beakers (cover Fisher		14-955-111F	\$90.36/case of 100		N/A		6	\$90.36 Reusable
	Polypropylene pans (slide disca Fisher		13-361-15	\$210.11/case of 6		N/A			\$210.11 Reusable
	3-mL Plastic disposable transfer WWR		414004-017	\$12.82/pk. of 500		N/A (negligible)		3	Reusable
	Sponge gemmules prepared sli WWR		470181-486	\$7.01/ea		N/A (demo)		3	\$21.03 Reusable
	Taenia scolex prepared slide	WWR	470176-916	\$6.11/ea		N/A (demo)		3	\$27.33 Reusable
	Honey bee worker leg composi WWR		470181-646	\$6.63/ea		N/A (demo)		3	\$25.89 Reusable
Lab 9: Ecological Interactions	Trichinella spiralis. Encapsulate WWR		470176-926	\$6.28/ea		N/A (demo)		3	\$18.84 Reusable
	Clam Slide (Glochidia Sp.)	WWR	470182-336	\$10.13/ea		N/A (demo)		3	\$30.39 Reusable
	Various preserved specimens a (from Department collections)								

	Item	Cat. #	Unit cost	Qty./student	Est. cost per student ⁵	Notes on "cost per student"	Total (ordering) qty. ne-Approximate course co Notes (include "reusable" in Product Link
Lab Activity							
Commonly used lab items							

Lab Activity	Item	Vendor	Cat. #	Unit cost	Qty./student	Est. cost per student	Notes on 'cost per student'	Total (ordering) qty.	re-Approximate course co	Notes (include 'reusable' if Product Link
Community used lab items	SoftCIDE Hand Soap, pump bot	Fisher	14-379-29	\$14.95/ea		0.09		6		https://www.fishersci.com/shop/products/softcide
	Adhesive bandages	WVR	CBD4018	\$5.23/pack of 100		0.016		3		https://www.avantorsciences.com/us/en/ynr/oh
	Versa-Clean cleaning solution	Fisher	18-200-700	\$78.38/4 liter bottle		0.039				https://www.fishersci.com/shop/products/versa
	Dynalon Quick Mist HDPE Spra	Fisher	03-438-12B	\$365.28/case of 24		0.365		1 bottle		https://www.fishersci.com/shop/products/quick
	Safety glasses	Fisher	19-130-2089	\$1.57/ea	N/A	N/A		24 bottles		https://www.fishersci.com/shop/products/flash
	Goggle sanitizer cabinet	Fisher	S81791	\$501.83/ea	N/A	N/A				https://www.fishersci.com/shop/products/eye-s
	Labeling tape (yellow, 0.5m)	Fisher	1590115B	\$81.29/case of 6		0.03				https://www.fishersci.com/shop/products/colored
	Barnes droppers for DI water, 2"	Fisher	470123-892	\$89.40/pack of 36		\$0.05				https://us.vwr.com/store/catalog/product.jsp?
	Scotch Heavy Duty Dispenser C	Amazon	C25	\$57.15/ea		N/A		3 rolls/half a case		https://www.amazon.com/Scotch-Heavy-Duty-D
	1-gallon waste containers for re	ULINE	S-10747	\$34.80/case of 12		0.009				https://www.uline.com/Product/Detail/U5210747
	500-ml flip-top squirt bottles	WVR	16151-832	\$83.09/case of 24		0.03		1/4 case		https://www.avantorsciences.com/us/en/ynr/oh
	Rubbermaid Microfiber cloths, 1	Amazon		\$12.98/pack of 24		0.013		1 case		https://www.amazon.com/Rubbermaid-Microfi
						\$		3.99		

COURSE FEE REQUEST FORM | AY 25-26

This form is to be used to request new or change course fees.

To be considered for the ____ academic year, fee requests must be submitted to Joy Goto, Associate Dean by _____. Please submit original paper copies to the Dean's office.

In addition to the paper copy, please forward electronic copies to:

- _____ with a copy to _____
- **SUBJECT:** Proposed FALL _____ Course Fee

Check one: New fee: Change to existing fee: ☒ Withdraw Fee:

Current fee: \$ 15.00

New Fee: Spring 2026 \$ 30.00
Effective Term

Subject – course number fee should be attached to:

BIOL 12
Subject Area Catalog # Course ID

-or-

Other method to charge—e.g. plan, program, student group: _____

List any additional course(s) to be charged: _____

Please attach a brief impact statement addressing all of the following for the proposed new or revised fee:

1. Describe how the fee will be assessed—e.g. all students, students in a specific unit/program/major.
2. Provide a 5-year history of all fees assessed within the academic program/major of the proposed new or revised program/course fee. **If this is a new fee please provide a brief statement of course objectives.**
3. Specify how many students the proposed program/course fee will affect by student classification—i.e. undergraduate, graduate, or professional—and by student level—e.g. freshmen, juniors, etc.
Please describe the direct benefit to students in terms of enhancing or enriching the student learning experience. Provide a budget that details the expected annual revenue from the fee and the expenses that the fee will cover. If this is a current fee, please include how the current revenue is being utilized.
4. If the fee is not approved what would be the expected impact on students, and what alternative means to the proposed fee have been explored for achieving the desired outcome.

Attach additional documentation as needed.

Peoplesoft Chartfield Information:

Unit Budget Analyst: Nancy Gomez Ext: 8-5469

Department: Biology Telephone: 8-3966

Dept. Contact: David Lent Email: dlent@csufresno.edu

Dept Chair signature: Karine Gousset

Dean Signature: [Signature]

AVP Accounting: [Signature]

For Fee Withdrawal Only Department Chair and Dean Signature Required

To be completed, if approved by Fee Committee

Date of Committee action: _____

Signature: _____ Date: _____

COURSE FEE REQUEST FORM | AY 25-26

This form is to be used to request new or change course fees.

To be considered for the ____ academic year, fee requests must be submitted to Joy Goto, Associate Dean by _____. Please submit original paper copies to the Dean's office.

In addition to the paper copy, please forward electronic copies to:

- _____ with a copy to _____
- **SUBJECT:** Proposed FALL _____ Course Fee

Check one: New fee: ☐ Change to existing fee: ☒ Withdraw Fee: ☐

Current fee: \$ 15.00

New Fee: Spring 2026 \$ 30.00
Effective Term

Subject – course number fee should be attached to:

BIOL 1A
Subject Area Catalog # Course ID

-or-

Other method to charge—e.g. plan, program, student group: _____

List any additional course(s) to be charged: _____

Please attach a brief impact statement addressing all of the following for the proposed new or revised fee:

1. Describe how the fee will be assessed—e.g. all students, students in a specific unit/program/major.
2. Provide a 5-year history of all fees assessed within the academic program/major of the proposed new or revised program/course fee. **If this is a new fee please provide a brief statement of course objectives.**
3. Specify how many students the proposed program/course fee will affect by student classification—i.e. undergraduate, graduate, or professional—and by student level—e.g. freshmen, juniors, etc.
Please describe the direct benefit to students in terms of enhancing or enriching the student learning experience. Provide a budget that details the expected annual revenue from the fee and the expenses that the fee will cover. If this is a current fee, please include how the current revenue is being utilized.
4. If the fee is not approved what would be the expected impact on students, and what alternative means to the proposed fee have been explored for achieving the desired outcome.

Attach additional documentation as needed.

Peoplesoft Chartfield Information: _____

Unit Budget Analyst: Nancy Gomez Ext: 8-5469

Department: Biology Telephone: 8-3966

Dept. Contact: David Lent Email: dlent@csufresno.edu

Dept Chair signature: Karine Goussier

Dean Signature: [Signature]

AVP Accounting: [Signature]

For Fee Withdrawal Only Department Chair and Dean Signature Required

To be completed, if approved by Fee Committee

Date of Committee action: _____

Signature: _____

Date: _____

Department of Biology Lab Fee Request and Justification

1. The Department of Biology is requesting to revise fees for four courses. These courses are BIOL 10, BIOL 12, BIOL 67A and BIOL 1A. These revised fees will be assessed to students in these four courses.
2. Table includes the first and last year of the 5-year history of assessed fees and reflects no changes in fees over the last 5 years. The cost of many materials have substantially increased during this timeframe, especially for plastic laboratory consumables. Over the same period, increased expenses have also been incurred from the gradual implementation of new activities, particularly in BIOL 1A lab.

2019 laboratory fees			2024 laboratory Fees		
course	Subclass#	Fee	course	Subclass#	Fee
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3. All courses affect undergraduate students. These are lower-division courses and primarily comprise freshman and sophomores. BIOL 67A frequently has students from all grade levels enrolled, as it is a course required for several health-related careers. All of these courses serve a large number of students across Colleges, Schools, and majors as G.E. or other requirements. BIOL 1A is a core course for the biology B.S. degree. The average enrollment per year for BIOL 10 is 2000. The average enrollment per year for BIOL 12 is 144. The average enrollment per year for BIOL 1A is 528. The average enrollment per year for BIOL 67A is 285. For all courses, the assessed fees are necessary to provide a learning experience that matches what is found at comparable institutions and prepares them to be competitive in the job market upon graduation. These assessed fees provide a direct benefit to students by providing them with hands-on opportunities using modern laboratory approaches that are critical for future success.
 - a. Summary of fee requests (see lab fee cost breakdown spreadsheet for details for BIO 10, 12 & 1A)
 - i. **Biol 10:** Total per-student expenses are currently approximately \$4 pre-tax, however to ensure students continue to be competitive and provide them with innovative, inquiry-based labs, newly proposed activities will cost around \$2.50 (see 'New Biol 10 materials proposed' sheet). We are recommending a new fee of **\$8** (it is currently \$5) to meet current and planned expenses.

- ii. **Biol 12:** Total per-student expenses are currently approximately \$29 pre-tax, in large part due to expensive dissection specimens. A few of these have increased dramatically in price in the last year, namely, starfish (1 used per 2 students), frogs (1 per 2 students) and rats (1 per 4). Further reducing starfish and frog use to 1 per 4 students would save ~\$8/student to the detriment of pedagogy/hands-on learning. To maintain this course experience and our ability to prepare students as-is, we are recommending an increase in this fee to **\$30** (it is currently \$15).
 - iii. **Biol 1A:** Total per-student expenses are currently about \$25 pre-tax. To stay cutting-edge and build foundational lab skills, we are recommending an increase in this fee to **\$30** (current fee is \$15) to provide a buffer against increasing costs/inflation and to permit keeping up with changing tools that students will need to learn to use to stay competitive.
 - iv. **BIOL 67A:** Total per-student expenses are currently approximately \$28 per student, but this cost has come by sacrificing student preparedness. The necessary specimens and supplies have increased in cost significantly. Currently, costs are kept down by increasing the number of students that share lab materials (currently, 3 to 4 students per lab specimen). Additionally, costs are kept down by using less optimal materials and specimens that minimize depth of learning and result in the lack of hands-on experience working with developed anatomical systems. Historically, for best pedagogical practice, we use one lab specimen per 2 students to give greater depth and help ensure that each student is able to learn the material. To best prepare students for their careers, including those planning to enter the healthcare field, we recommend an increase to **\$40** (current fee is \$25) to ensure best pedagogy.
4. The lab fees for these courses have not changed since their inception. As costs have been rising, we have compromised, but we have now reached an untenable position where our students are on the verge of not being provided with the learning experiences and essential skill development expected in a biology lab course. This will put them at a disadvantage in the future. If these fees are not approved, we risk disenfranchising our students and potentially losing them to other universities or programs. There are no other sources of funding that we can rely on, as these courses require a reliable revenue stream for consistent and regular stability. We believe that these modest increases will allow us to provide the necessary experience for our students and best prepare them for their future careers.

Revenue FY24-25: \$2,160 (\$1,080/semester) green=consumable yellow=needs occasional replacement

BIOL 12

Introduction to Lab and Microscope				Est. cost per student	Qty./student	Unit cost	Vendor	Cat. #
Mitosis	Plain glass microscope slides	12x50x0.13	Fisher		1 pack	\$17.63		
	Plastic disposable cover slips	\$44.92/case of 1000	1 per student	0.12	1 case	\$45		
	Slide discard bins (large red/green)	\$14.85/each	N/A	0.045	3	\$224.55	Reusable	
	1000-ml plastic beakers (cover)	\$14.95/5-11F	Fisher		6	\$60.36	Reusable	
	Methylene Blue (for making -15 Carolina)	875684	\$22.23/g bottle	0.012	1 gram (1.25gram bottle)	\$22.20		
Sponges and Jellyfish	95% Ethanol (for making -130m VWR)	V1105HC	\$8.00/5-gal	N/A	Negligible (30 ml needed for semester)	\$81.68	Reusable, prone to breakage	
	Cross-colored threads slide	470176-488	\$3.14/ea	0.05	Accounts for broken/lost slides (			
	Chromosome model (Somo)	561705	\$788.75/ea	N/A	3	2,369.25	Reusable	
	Animal mitosis model set (Soms Carolina)	561624	1152.8/ea	N/A	3	3,488.40	Reusable	
	Grassing life history museum m VWR	470006-278	\$428.09/ea	N/A	3	1,284.27	Reusable	
Worms (Flatworms, Earthworms)	Onion root tip mitosis slides	302356	\$9.35/ea	0.1	Accounts for broken/lost slides (			
	Lens paper	11-396	\$18.17/pack of 12	0.03	27	\$18.17		
	White chalk	66-2012	\$1.40/pack of 12	0.03	27	\$32.80	Reusable	
	8" Carolina culture dish	741008	\$21.9	N/A	15	\$328.50	Reusable	
	Half meter sticks	S15985	\$2.19/ea	N/A	15	\$32.85	Reusable	
Snails, Clams and Squid	Round draft beads for making m Amazon		\$2.89/450pcs.	N/A	1	\$2.89	Reusable	
	Fishing wire for making magneti Amazon		\$6.99/75ft	N/A	1	\$6.99	Reusable	
	Magnets for making magnetic at Amazon		\$16.99/62pcs	N/A	1	\$16.99	Reusable	
	Rudding Hydra, living	132804	\$14.80/class 30	0.21	1	\$14.80		
	Green Hydra, living	132810	\$17.25/class 30	0.24	1	\$17.25		
Crawfish, Crabs, Insects & Spiders	Green and Brown Mixed Hydra, living	132814	\$15.15/class 30	0.21	1	\$15.15		
	Glass depression slides	470235-728	\$15.82/pack of 12	0.01	2	\$32	Reusable	
	Sponges Riker Mount	470128-634	\$5.95/ea	Negligible (demo)	1	\$5.95		
	Preserved jellyfish	224192	\$5.65/ea	Negligible (demo)	1	\$5.65		
	Various preserved specimens	Dept. Collections			3	\$546.18	Reusable	
Sea Stars and Early Chordates	Earthworm Anatomy Museum M VWR	470006-284	\$546.18	N/A	1	\$546.18	Reusable	
	Earthworm dissection charts	5851986	\$10.95/ea	1 per 4 students	6	\$65.70	Reusable	
	Preserved earthworms	470000-382	\$10.95/pack of 100	1 per 2 students	1	\$10.95		
	Vinegar eels, living	132866	\$12.20/class of 30	0.25	1	\$36.60		
	Brown planaria, living	132864	\$14.20/class 30	0.48	1	\$42.60		
Sharks and Bony Fishes	Various preserved specimens	Dept. Collections			3	\$546.18	Reusable	
	250-ml wash bottles	03-409-10D	\$43.60/pack of 4	N/A (demo use)	1	\$173.63	Reusable	
	Plain glass microscope slides	12-550-A3	\$17.63/pack of 144	1 per 3 students	1	\$17.63		
	Plastic disposable cover slips	12547	\$44.92/case of 1000	1 per 3 students	3	\$135		
	Slide discard bins (large red/green)	13-359-206	\$74.85/each	N/A	3	\$224.55	Reusable	
Amphibians and Reptiles	18 jumbo squid for dissection (grocery item)		\$4.66 per liquid	1 per 4 students	4	\$18.64		
	Preserved long neck clam for di- VWR	470001-328	\$26.36/pack of 10	1 per 2 students	1	\$26.36		
	Squid Anatomy Museum Manul Carolina	263033D	\$41.0/ea	N/A (demo)	1	\$41.00	Reusable	
	Squid dissection charts	5851989	\$10.95/ea	1 per 4 students	6	\$65.70		
	Various preserved specimens	Dept. Collections			3	\$546.18	Reusable	
Birds	Preserved crayfish, 4-5"	470006-536	\$25.99/pack of 100	1 per 2 students	1	\$25.99		
	Preserved grasshopper	470343-550	\$69.08/pack of 100	1 per 2 students	1	\$69.08		
	21-Piece Invertebrate Embedding VWR	470200-114	\$37.96/ea	N/A (demo)	1	\$37.96	Reusable	
	Various preserved specimens	Dept. Collections			3	\$546.18	Reusable	
	Preserved starfish, 5-8"	470001-436	\$75.96/pack of 10	1 per 2 students	1	\$75.96		
Mammals	Starfish Anatomy Museum Mour VWR	470006-305	\$55.91/ea	N/A	1	\$55.91	Reusable	
	Various preserved specimens	Dept. Collections			3	\$546.18	Reusable	
	Preserved perch, 7-9"	470001-436	\$75.96/pack of 10	1 per 2 students	1	\$75.96		
	Perch Anatomy Museum Mount VWR	470006-305	\$55.91/ea	N/A	1	\$55.91	Reusable	
	Various preserved specimens	Dept. Collections			3	\$546.18	Reusable	
Commonly used lab items	Ward's Pure Preserved Grassfin VWR	470225-278	\$380.89/pack of 50	1 per 2 students	1	\$380.89		
	Various preserved specimens	Dept. Collections			3	\$546.18	Reusable	
	Ward's Pure Preserved Pigeons VWR	470314-614	\$168.99/pack of 10	1 per 4 students	1	\$168.99		
	Various preserved specimens	Dept. Collections			3	\$546.18	Reusable	
	Ward's Pure Preserved Rats VWR	470216-578	\$117.99/pack of 10	1 per 4 students	1	\$117.99		

Vendor	Cat. #	Unit cost	Qty./student	Est. cost per student		
Versa-Clean cleaning solution	15-2005-700	\$78.38/4 liter bottle	0.14	0.14		https://www.fishersci.com/shop/products/versa-clean-pharmaceutical-production-multi-purpose-cleaner-2
Dynalene Quick Mist HDPE Spray Fisher	03-438-12B	\$365.28/case of 24	1.77	1.77		https://www.fishersci.com/shop/products/quick-mist-bio-spray-bottles-27034381280?keyword=quick
2" 1-Plus (dissection needles)	VWR	\$214.500	\$21.99/box of 375	0.06		https://www.warriorsscience.com/vwr/en/product/1888206001-pns
4.5" straight scissors, fine tip (c VWR)	82027-578	\$5.48/ea	0.91	0.91		https://www.warriorsscience.com/vwr/en/product/1552162114vwr-dissecting-scissors-sharp-tip-4-vwr
Dissecting Forceps with Curved VWR	89259-946	\$114.51/pack of 12	1.59	1.59	12	https://www.warriorsscience.com/vwr/en/product/112551352vwr-dissecting-forceps-with-guide-pin-hc-cuts
Dissecting Forceps with Straight VWR	89259-944	\$68.70/pack of 12	0.95	0.95	12	https://www.warriorsscience.com/vwr/en/product/112551352vwr-dissecting-forceps-with-guide-pin-hc-cuts
Tearing Needle (atraum)	470152-804	\$22.58/pack of 12	0.31	0.31	12	https://www.warriorsscience.com/vwr/en/product/188898271dissecting-needles
Tearing Needle (Bent)	470018-900	\$1.59/ea	0.27	0.27	12	https://www.warriorsscience.com/vwr/en/product/188898271dissecting-needles
Mordell XCEED Nitrile gloves	VWR	\$143.27/case of 10pk (2.500 gloves)	\$1.03	Each student uses ~9 pairs/glove - half a case = 1.32 glove		https://www.fishersci.com/shop/products/mordell-xceed-nitrile-gloves-519117
Fisherbrand® Antidrabable Bio1 Fisher	14828248	\$73.09/case of 100	\$0.09		-9 bags used per servs	https://www.fishersci.com/shop/products/antidrabable-bio1
				28.862		

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Nancy Gomez <ngomez@mail.fresnostate.edu>

Re: Biology Course Fee Requests

1 message

David Lent <dlent@csufresno.edu>

Wed, Oct 22, 2025 at 12:26 PM

To: Nancy Gomez <ngomez@csufresno.edu>

Cc: Karine Gousset <kgousset@csufresno.edu>

Nancy

Here is some additional information for 1A. I also added the email from a vendor regarding tariffs.

Tetrahymena gene expression activity that we implemented in the past; its expense resulted in it being discontinued. We planned on bringing it back once our course fee increase request was approved. Here is a quick breakdown of this activity's cost per student (the items below total ~\$4.77):

Item	Cost per student (USD)
RNA Microprep kit	1.85
cDNA synthesis kit	2
SYBR Green qPCR Master Mix	0.11
RNase Away	0.37
Agarose	0.05
100bp ladder	0.03
6x loading dye	0.01
15-ml conical tubes	0.07
0.2-ml PCR tubes, sterile	0.01
Ingredients for NEFF media	0.01
pipette tips, 1-200 uL (yellow)	0.09
pipette tips, 100-1000 uL (blue)	0.042
TAE Buffer	0.01
95% Ethanol	0.019
Gloves	0.1

BIOL 1A

[illegible]

[illegible]

Proposal for Dog Days Orientation Program Fee Increase

Prepared for: University Fee Committee

Prepared by: New Student and Family Programs

Date: November 21, 2025

Summary

The Orientation Program fee has remained unchanged at **\$70** for the past **12 years**. During this time, the essential costs of staffing, facilities, technology, supplies, and program enhancements have increased substantially. Additionally, orientation attendance has increased since becoming a required program for all incoming students. To ensure the Orientation Program continues to deliver a high-quality experience for incoming students and their families, we propose a fee increase beginning in the 2026-2027 academic year.

Current Situation

- **Current Fee:** \$70 (unchanged since 2013)
 - **Years Since Last Increase:** 12 years
 - **Average U.S. inflation since last increase:** ~2–3% annually
 - **Cumulative Inflation Impact:** ~30–40% increase in costs since last adjustment
-

Cost Increases Over 12 Years

Expense Category	2013 Totals	2025 Totals	% Increase
Student Staff	\$64,042	\$148,508	+132%
Student Union Facilities	\$14,820	\$51,860	+250%
Professional Staff Salaries	\$89,700	\$146,124	+63%
Professional Staff Benefits	\$42,737	\$122,307	+186%

Expense Category	2013 Totals	2025 Totals	% Increase
Bags and Lanyards	\$7,329	\$12,735	+74%
BARK New Student Handbooks	\$13,026	\$30,470	+134%
Food & Catering	\$89,657	\$182,710	+103%
Total	\$321,311	\$694,714	+116%

The program's costs have grown by over 121% while revenue has remained flat due to the stagnant \$70 fee. Unlike some of the CSU sister campuses, Fresno State does not have an enrollment deposit (16 CSUs), nor does Dog Days receive any state funding (7 CSUs) to help offset fees and staff salaries.

Proposed Fee Increase

Each of the proposed fee increases would only account for projected inflation for this upcoming year for student staffing, printing, and food costs. The increase would not address related operating expenses such as materials, space reservations, equipment, etc. This proposed increase keeps Dog Days affordable and among the lowest orientation fees in the CSU.

To ensure program sustainability, we propose increasing the Dog Days Program fee to:

- **New Freshmen Fee (2026–2027): \$83**
 - This represents an increase of \$13 (from \$70), or **~19%**.
 - The CSU average freshman orientation cost is \$149; Fresno State would have the 4th lowest fee in the CSU.
- **New Transfer Fee (2026–2027): \$83**
 - This represents an increase of \$13 (from \$70), or **~19%**.
 - The CSU average transfer orientation cost is \$123; Fresno State would have the 5th lowest fee in the CSU.
- **New Supporter Fee (2026–2027): \$30**
 - This represents an increase of \$5 (from \$25), or **20%**.
 - The CSU average supporter fee is \$57; not all CSUs allow supporters to attend orientation.

The \$13 fee increase would be allocated to the expenses below:

EXPENSE	DESCRIPTION	DIFFERENCE
Student Orientation Staff	Increase of CA minimum wage to \$16.90 per hour for additional 7 Orientation Leaders and 1 Logistical Staff	\$28,748
Breakfast Cost	Increase of 41% for breakfast from 2024 to 2025	\$14,825
Boxed Lunch Cost	Increase of 30% for boxed lunch from 2023 to 2025	\$42,859
BARK Book: New Student Handbook	Increase of 12% from 2024 to 2025	\$2,582

The \$13 student fee increase would generate approximately \$88,400 more revenue to offset the additional \$89,014 expenses outlined in the table above.

CSUs with similar student enrollment

Campus	Enrollment	Freshmen Fee	Transfer Fee	Supporter Fee
Sacramento	30,883	\$200	\$200	\$77
Pomona	27,196	\$194	\$87	\$85
Fresno	24,310	\$70	\$70	\$25
San Luis Obispo	22,842	\$190	\$190	\$150
Los Angeles	22,740	\$150	\$110	\$46

CSU in the Central Valley

Campus	Enrollment	Freshmen Fee	Transfer Fee	Supporter Fee
Bakersfield	10,036	\$150	\$105	Does not allow guests
Fresno	24,310	\$70	\$70	\$25
Stanislaus	9,295	\$75	\$75	\$50

Benefits of Fee Increase

- Increase program quality by returning the Orientation Leader to student ratio to pre-pandemic levels of 1 to 15 versus current levels of 1 to 24.
- Cover rising costs of staffing, printing, and catering.
- Reinstate more comprehensive student staff training.
- Ensure financial stability for Dog Days this year, reducing the need for frequent increases.

Recommendation

We recommend approval of the proposed fee increase from:

- **\$70 to \$83 for freshmen beginning in the 2026–27 academic year,**
- **\$70 to \$83 for transfer students beginning in the 2026–27 academic year,**
- **\$25 to \$30 for supporters and families beginning in the 2026–27 academic year,**

with a recommended scheduled review every two years to align fees with actual cost increases.

This adjustment is necessary to sustain the Dog Days Orientation Program's quality and ensure that new students and families continue to have a welcoming, supportive, and well-resourced introduction to the university community.