

July 30, 1999

**MEMORANDUM**

TO: Community College Presidents

FROM: Barry W. Russell

SUBJECT: Uniform Facility Charges for Private Institutions

At their request, Kennon Briggs and I recently met with representatives from the North Carolina private colleges that are offering courses in our community college facilities. The private colleges, individually and through the North Carolina Association of Independent Colleges, have expressed concern about being included in the recently developed guidelines for uniform charges for the use of community college facilities. They correctly pointed out that they had not been included in the discussions which the System Office had held with the University administration. Citing concerns about the lateness of notification, the significant increase in tuition that the fee structure would require them to charge students, and the fact that many of their institutions are making in kind contributions to our colleges, they requested that this issue be revisited. The private colleges support a uniform fee structure but feel that the rates negotiated with the universities may not be appropriate. After reminding the private college representatives that facility usage policies are local matters and that uniform charge guidelines are nonbinding recommendations provided to our colleges, we agreed on the following course of action:

- < The Association of Independent Colleges will work with the System Office Business and Finance Division to develop an inventory of the courses and services being offered by private colleges on our campuses. This inventory will include details on usage fees paid and in kind contributions made.
- < After this inventory is completed, the System Office will convene a meeting of presidents and business managers from community colleges currently providing space for private colleges. The purpose of this meeting will be to review the inventory and discuss options for developing an appropriate charge structure.

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- < The System Office and the Association of Independent Colleges will convene a meeting of representatives from community colleges and private colleges to negotiate and draft a set of guidelines for facility usage charges.
  
- < The draft guidelines will be circulated to community college presidents for comment and submitted to the Presidents' Association for endorsement.

We hope and expect that these steps can be completed during the fall. In the meantime, we encourage the continuation of whatever fee structure you have previously been using with private colleges. This is, of course, only a recommendation as we realize that this is a local matter. Please direct any questions concerning this to either Kennon Briggs or to me.

Thank you.

pc: H. Martin Lancaster  
Kennon Briggs