




November 17, 2014

## MEMORANDUM

**TO:** District Board of Trustees  
**FROM:** Jim Murdaugh, President   
**SUBJECT:** Amendment to Lab and Distance Learning Fees 2014 - 15

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### Item Description

This item requests a change in course lab fee to be effective Spring and Summer 2014.

### Overview and Background

PEN 2136C, Introduction to Professional Diving currently has a \$297 lab fee to cover supplies and materials for the course lab. We are requesting a lab fee increase to \$303 due to the increase in the costs to cover the supplies and materials.

### Past Actions by the Board

The board approved similar fees in May and June.

### Funding/Financial Implications

The collection of these fees will not affect the College budget. The lab fee collected for the diving course will be used to purchase supplies for the lab portion of the diving course.

### Staff Resource

Barbara Sloan, Calandra Stringer

### Recommended Action

To approve the lab fee for the specified course for the remainder of the academic year.