

New American College and University CFO Committee on Financial  
Structure of Collaboration and Exchanges  
Approved by NAC&U Board June 18, 2013

Committee Members Doug Anderson, William Mea, Paul Loscheider, and Chair Bob Huth met by phone on April 3, and May 3, 2013 to develop a proposed structure for exchanges. Nancy Hensel also participated in both calls. After agreeing on the following principles, the proposed structures for Study Away, Study Abroad, and On-line exchanges identified in this document were developed.

Principles of Collaboration - while recognizing the market potential and student benefits:

- . Minimize the risk of financial harm to any one campus
- . Minimize the risk of academic program harm at all participating campuses
- . Be as seamless as possible from the student perspective
- . Create a financial process that is as simple as possible
- . Establish a mechanism for supporting the cost of this program (suggest \$500 participation fee from each NAC&U institution to support). This fee would support the cost of the Exchange Administrator, a part-time effort at one of the participating institutions.

#### Semester Study Away

- . Limited to five imports/exports per campus per semester to prevent disproportionality
- . CAOs to consider any excluded programs or other limits given pedagogical difficulties.
- . Registrars to track their campuses imports and exports (CAO's will need to determine registration sequence priorities and potential specific program sub-limits) and report their campus information to the NAC&U Exchange Administrator.
- . The home institution bills tuition to their student and the attending institution bills room and board. In this way, room and board changes are most easily administered given mid-semester changes. The exchange rate for a semester's tuition will be based on the institution with the lowest net tuition as reported in the annual NAC&U Net Tuition Revenue Report presented by Applied Policy Research. The semester's tuition will be equal to 50% of the prior year's lowest annual net tuition revenue incremented by the average percentage tuition increase for all NAC&U institutions for the subsequent academic year.
- . By May 31st of each year, each NAC&U member school with net exports

will receive a bill with payment due by June 30th. Member schools with net imports will receive communication indicating that they will receive payment no later than July 15th.

- . Each institution has the ability to institute its own student fees to support any administrative or other costs on the home campus.

#### Study Abroad

- . Maintain current Study Abroad methodologies for each campus
- . Institutions may have "on-top of" fees to cover administrative, travel, and other costs.
- . Create catalog of all collective Study Abroad opportunities