PROCEDURE FOR THE
ESTABLISHMENT OR
ABOLISHMENT OF CAMPUS-
BASED MANDATORY FEES

The law governing the California State University provides that fees
defined as mandatory, such as a student body association fee and a
student body center fee, may be established. A student body association
fee must be established upon a favorable vote of two-thirds of the
students voting in an election held for this purpose (Education Code,
Section 89300). The campus President may adjust the student body
association fee only after the fee adjustment has been approved by
a majority of students voting in a referendum established for that
purpose. The required fee shall be subject to referendum at any time
upon the presentation of a petition to the campus President containing
the signatures of 10 percent of the regularly enrolled students at the
University. Student body association fees support a variety of cultural and
recreational programs, childcare centers, and special student support
programs. A student body center fee may be established only after a
fee referendum is held which approves by a two-thirds favorable vote
the establishment of the fee (Education Code, Section 89304). Once
bonds are issued, authority to set and adjust student body center fees is
governed by provisions of the State University Revenue Bond Act of 1947,
including, but not limited to, Education Code sections 90012, 90027, and
90068.

The process to establish and adjust other campus-based mandatory
fees requires consideration by the campus fee advisory committee and a
student referendum as established by Executive Order 1102, Section III.
The campus president may use alternate consultation mechanisms if he/she
determines that a referendum is not the best mechanism to achieve
appropriate and meaningful consultation. Results of the referendum
and the fee committee review are advisory to the campus president.
The President may adjust campus-based mandatory fees, but must
request the Chancellor establish a new mandatory fee. The President
shall provide to the fee advisory committee a report of all campus-based
mandatory fees. The campus shall report annually to the Chancellor a
complete inventory of all campus based-mandatory fees.

For more information or questions, please contact the Budget Office in
the CSU Chancellor’s Office at (562) 951–4560.