



## Presentation/Proposal Form

Allied Health/Cengage Course Fees

Shannon Waller

Name: \_\_\_\_\_

Date: 1/11/22

Department: Allied Health- HIM

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- ❖ Complete Items 1–8 to the best of your ability (see Instructions form for reference).
- ❖ If an item listed is not relevant to your specific presentation to College Affairs, please mark it *N/A*.
- ❖ E-mail the completed checklist to the College Affairs committee support specialist by the specified deadline.

### 1. PRESENTATION/PROPOSAL ABSTRACT (150–250 words)

Last year we requested that AH 112 have a fee of \$60 to cover Cengage Inclusive Access for 1 class, 1 term. We discovered that the HIM students are the only ones that require AH 112. Students in the HIM program has a fee of \$179 for Cengage Unlimited attached to HIM 103. Students are now being doubled charged for Cengage products. We would like to remove the \$60 fee. If a student outside of the HIM program takes this course, they will need to buy the Cengage Access on their own.

### 2. TYPE OF PRESENTATION/PROPOSAL

- Information Item (requires approval of CA Chair)
- Action Item
  - Information and committee feedback
  - Procedure—*revision* (Attach current procedure with proposed changes highlighted using track changes.)
  - Procedure—*new* (Attach proposed procedure separately.)
  - Identify suggested location in *General Procedures Manual*: \_\_\_\_\_

- Policy—*revision* (Attach current policy with proposed changes illustrated with track changes)
- Policy—*new* (Attach proposed policy separately.)
  - Identify suggested location in *General Policy Manual*: \_\_\_\_\_
- Other: **course fee** \_\_\_\_\_

### **3. BUDGET IMPACT**

Removal of \$60 for AH 112

### **4. INSTRUCTIONAL REQUIREMENTS/IMPACTS**

There will be no instructional impact of this change.

### **5. OPERATIONAL IMPACT**

Removal of AH 112 fee of \$60

**6. STUDENT IMPACT**

The removal of the fee will stop students from being overcharged for Cengage materials.

**7. ANTICIPATED IMPLEMENTATION TIMELINE**

Spring 2022

**8. MOTION TO BE RECOMMENDED**

Recommend a fee removal of \$60 from AH 112

