

**SHORELINE COMMUNITY COLLEGE
DISTRICT NUMBER SEVEN
BOARD OF TRUSTEES
REGULAR MEETING OF APRIL 23, 2014**

TAB 1

ACTION

Subject: Pass-Through Fee for Manufacturing Technology Courses

Background

Students in the College's CNC machinist program who seek the three-quarter certificate of proficiency in manufacturing/machinist technology are required to obtain certification in the National Institute for Metalworking Skills (NIMS) CNC Mill Operator Level I and CNC Lathe Operator Level I examinations. The college's CNC machinist program is NIMS-accredited, and NIMS credentialing is incorporated directly into the program curriculum and outcomes.

The cost of the two examinations, plus lifetime registration in the NIMS credentialing system (which is required for admission to the examinations) is currently \$96. Until now, this cost has been subsidized by grant funding; however, this funding source is ending. Students would now be required to pay out of pocket for the registration and examination fees.

Most if not all of the students in the certificate of proficiency program receive third-party funding. Third-party funders are willing to pay for the cost of the examinations *as long as a fee is attached to a specific course or courses*. Such a fee would represent a pass-through where the College collects the funds from each third-party funder and remits them to NIMS. The College would make no money on the transaction; it is simply a convenience for the student and a means of obtaining third-party reimbursement. Any students who do not receive third-party funding would remit funds to the College from personal resources; however, in the absence of a fee imposed by the College, the student would have to deal directly with NIMS. There would be no increased cost to such self-pay students.

Recommendation

That the Board authorize a pass-through fee by the following motion:

RESOLVED, that the Board of Trustees authorizes the College to collect credentialing fees payable to the National Institute of Metalworking Skills (NIMS) from students enrolled in programs in the College's CNC machinist program that require NIMS credentialing for conferral of a degree or certificate. The fees collected by the College shall be equal to the amounts payable to NIMS, with no additional cost to the student.

Prepared by: Stuart Trippel CPA, Executive Director, Business and Student Support Services
Dean Susan Hoyne PhD, Science, Mathematics, Engineering, Manufacturing,
and Energy Division
Shoreline Community College
April 18, 2014