

**Meeting Summary**  
**Mandatory Student Fee Advisory Committee**  
**Monday, December 08, 2014**  
**Student Center Crescent Room, 3:00 P.M. to 5:00 P.M.**

1. Attendance – All committee members were present or represented. Additional staff members were present per the attendance list on the last page.
2. Review of Meeting Summary – November 5, 2014 – The Committee reviewed the Meeting Summary from the November 5, 2014, and it was approved by unanimous consent.
3. Presentation of Mandatory Fee Requests for FY2016
  - Health – John Scuderi updated the committee on the status of the Health Services Fee. It was determined at this time that there would not be a request for an increase. The fee for health remains at \$160 for Fall and Spring semesters and a Summer fee of \$107.
  - Athletics – Marvin Lewis updated the committee on the status of Athletics Fee. It was determined at this time that there would not be a request for an increase. The fee for athletic remains at \$127 for Fall and Spring semesters and a Summer fee of \$40.
  - Transportation – Lance Lunsway and Sherry Davidson presented a proposal to increase the Transportation fee by \$3, from \$81 to \$84 for Fall and Spring semesters and \$54 to \$57 in Summer.
  - Technology Fee – Trevor Lindsay updated the committee on the status of Technology Fee and the need to consider a potential increase going forward. It was determined at this time there would not be a request for an increase. The fee for technology remains at \$107 for Fall and Spring semesters and a Summer fee of \$107.
  - Student Activity – There was not a request for a fee increase for the Student Activity Fee for FY2015.
4. Consideration of Motions on Fees for FY2016

Note: The voting forms required by the Board of Regents are appended to these minutes.

- Health – Justin Eisenberg made a motion, seconded by Trevor Lindsay, to recommend to the President to allow the fee to remain at \$160. The Committee voted unanimously to approve the motion by a vote of 12 to 0.
- Athletics – Laura Margaret Burbach made a motion, seconded by Trevor Lindsay, to recommend to the President to allow the fee to remain at \$127. The Committee voted to approve the motion by a vote of 7 to 4, with one abstention.

The remaining fee recommendations will be reviewed during January 16, 2015 meeting.

Submitted by Jim Kirk  
MSFAC Co-Chair  
January 7, 2015



## Mandatory Student Fee Participation Form

In January 2010, the Board of Regents amended Section 7.3.2.1 of the Policy Manual to expand student involvement in the review of mandatory student fees. According to the amended policy:

*Proposals submitted by an institution to increase mandatory student fees and proposals to create new mandatory student fees shall first be presented for advice and counsel to a committee at each institution composed of at least fifty percent (50%) students, except in special circumstances when a general purpose fee is instituted system-wide by the Board of Regents. The committee shall include at least four students, who shall be appointed by the institution's student government association. Institutions and student government associations should make a concerted effort to include broad representation among the students appointed to the committee.*

*All mandatory student fees collected by an institution shall be budgeted and administered by the president using proper administrative procedures, which shall include the advice and counsel of an advisory committee composed at least fifty percent (50%) students, except in special circumstances when a general purpose fee is instituted system-wide by the Board of Regents. The committee shall include at least four students, who shall be appointed by the institution's student government association. Institutions and student government associations should make a concerted effort to include broad representation among the students appointed to the committee.*

*Mandatory student fees shall be used exclusively to support the institution's mission to enrich the educational, institutional, and cultural experience of students. All payments from funds supported by student mandatory fees shall be made according to approved business procedures and the appropriate business practices of the institution.*

The policy, therefore, requires that:

- (1) The mandatory student fee request and budget for all mandatory student fees must be presented to an institutional committee.
- (2) 50% of the committee shall be students appointed by the student government association (minimum of four students).
- (3) The institutional committee shall serve in an advisory and counseling capacity.
- (4) Approval of the committee is NOT required for review of the fee request by the Board of Regents Central Office. However, no fee request will be reviewed without a completed and signed form.

*Please complete this form for all mandatory student fees.*

<b>Institution:</b> Georgia Institute of Technology		<b>Name of Mandatory Fee:</b> Health Services					
<b>Select Action:</b> <input type="checkbox"/> New Fee <input type="checkbox"/> Fee Increase <input type="checkbox"/> Fee Decrease <input checked="" type="checkbox"/> No Change <input type="checkbox"/> Other (please specify) _____		<b>New Fee Amount</b>	\$ 160.00		<input type="checkbox"/> Budget Reviewed by Committee		
		<b>Fee Inc./ (Dec.) Amount</b>	\$ 0.00				
<b>Committee Name:</b>		<b>Vote Date:</b>		<b>Vote Results</b>			
	<b>Name of Committee member</b>	<b>Affiliation (Faculty, Staff, Student)</b>		<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
<b>1</b>	Laura Margaret Burback	Student		✓			
<b>2</b>	Justin Eisenberg	Student		✓			
<b>3</b>	Brian Shin (Alternate)	Student		✓			
<b>4</b>	Trevor Lindsay	Student		✓			
<b>5</b>	Dillon Roseen	Student		✓			
<b>6</b>	Johnathan Lyon	Student		✓			
<b>7</b>	Daegene Koh (D.K.)	Student		✓			
<b>8</b>	Marc Canellas	Student		✓			
<b>9</b>	Jim Kirk	Staff		✓			
<b>10</b>	Carla Zachery	Staff		✓			
<b>11</b>	Steven Girardot (Alternate)	Faculty		✓			
<b>12</b>	Laurence Jacobs	Faculty		✓			
		<b>Total</b>					

*Signed: Committee Chair*

**Date**

*Chief Business Officer*

**Date**



## Mandatory Student Fee Participation Form

In January 2010, the Board of Regents amended Section 7.3.2.1 of the Policy Manual to expand student involvement in the review of mandatory student fees. According to the amended policy:

*Proposals submitted by an institution to increase mandatory student fees and proposals to create new mandatory student fees shall first be presented for advice and counsel to a committee at each institution composed of at least fifty percent (50%) students, except in special circumstances when a general purpose fee is instituted system-wide by the Board of Regents. The committee shall include at least four students, who shall be appointed by the institution's student government association. Institutions and student government associations should make a concerted effort to include broad representation among the students appointed to the committee.*

*All mandatory student fees collected by an institution shall be budgeted and administered by the president using proper administrative procedures, which shall include the advice and counsel of an advisory committee composed at least fifty percent (50%) students, except in special circumstances when a general purpose fee is instituted system-wide by the Board of Regents. The committee shall include at least four students, who shall be appointed by the institution's student government association. Institutions and student government associations should make a concerted effort to include broad representation among the students appointed to the committee.*

*Mandatory student fees shall be used exclusively to support the institution's mission to enrich the educational, institutional, and cultural experience of students. All payments from funds supported by student mandatory fees shall be made according to approved business procedures and the appropriate business practices of the institution.*

The policy, therefore, requires that:

- (1) The mandatory student fee request and budget for all mandatory student fees must be presented to an institutional committee.
- (2) 50% of the committee shall be students appointed by the student government association (minimum of four students).
- (3) The institutional committee shall serve in an advisory and counseling capacity.
- (4) Approval of the committee is NOT required for review of the fee request by the Board of Regents Central Office. However, no fee request will be reviewed without a completed and signed form.

*Please complete this form for all mandatory student fees.*

<b>Institution:</b> Georgia Institute of Technology		<b>Name of Mandatory Fee:</b> Athletics					
<b>Select Action:</b> <input type="checkbox"/> New Fee <input type="checkbox"/> Fee Increase <input type="checkbox"/> Fee Decrease <input checked="" type="checkbox"/> No Change <input type="checkbox"/> Other (please specify) _____		<b>New Fee Amount</b>	\$ 127.00		<input type="checkbox"/> Budget Reviewed by Committee		
		<b>Fee Inc./ (Dec.) Amount</b>	\$ 0.00				
<b>Committee Name:</b>		<b>Vote Date:</b>		<b>Vote Results</b>			
	<b>Name of Committee member</b>	<b>Affiliation (Faculty, Staff, Student)</b>		<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
<b>1</b>	Laura Margaret Burback (U)	Student		✓			
<b>2</b>	Justin Eisenberg (U)	Student			✓		
<b>3</b>	Brian Shin (U) (Alternate)	Student		✓		✓	
<b>4</b>	Trevor Lindsay (U)	Student		✓			
<b>5</b>	Dillon Roseen (U)	Student		✓			
<b>6</b>	Johnathan Lyon (G)	Student			✓		
<b>7</b>	Daegene Koh (D.K.) (G)	Student			✓		
<b>8</b>	Marc Canellas (G)	Student			✓		
<b>9</b>	Jim Kirk	Staff		✓			
<b>10</b>	Carla Zachery	Staff		✓			
<b>11</b>	Steven Girardot (Alternate)	Faculty		✓			
<b>12</b>	Laurence Jacobs	Faculty		✓			
		<b>Total</b>					

*Signed: Committee Chair*

**Date**

*Chief Business Officer*

**Date**

**MSFAC MEETING ATTENDANCE**  
**FISCAL 2015 COMMITTEE TO CONSIDER FISCAL 2016 FEES**  
**Monday, December 08, 2014**

Member	Attendance
<b><u>Students (8 members)</u></b>	
Laura Margaret Burbach, (U) Vice President of Academic Affairs, SGA	Present
Justin Eisenberg, (U) Vice President of Campus Organizations, SGA	Present
<i>Brian Shin - attending on behalf of</i> Macie Whatley, (U) Vice President of Communications, SGA	Present
Trevor Lindsay, (U) Vice President of Finance	Present
Dillon Roseen, (U) Undergraduate Student Body President	Present
Johnathan Lyon, (G) Graduate President, SGA	Present
Daegene Koh (D.K.), (G) Graduate Executive VP, SGA	Present
Marc Canellas, (G) Graduate VP of Communications, SGA	Present
<b><u>Faculty and Staff (4 members including 2 faculty and the Budget Director)</u></b>	
Jim Kirk, Exec Dir-Inst. Budget Planning & Administration (Co-Chair, MSFAC)	Present
Carla Zachery, Sr. Dir-Business Operations, Scheller College of Business	Present
<i>Steven Girardot - attending on behalf of</i> Colin Potts, Vice Provost for Undergraduate Education	Present
Laurence Jacobs, Associate Dean, College of Engineering	Present
<b><u>Support to Committee:</u></b>	
Dan Taylor, Tina Clonts, Institute Budget Planning and Administration	

**Other Student and Staff in Attendance:**

Greg Moore, John Scuderi, Bill Shafer, Marvin Lewis, David Williamson, Sherry Davidson, Lance Lunsway, Tamara Lyons, Paul Strouts, Ninh Tran.