

Report to the Mandatory Student Fee Advisory Committee

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Student Tech Fee Advisory Committee

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Agenda

- Purpose of the student technology fee
- Purpose of the committee
- Composition of the committee
- Overview of tech fee allocation process
- Student tech fee process – Atlanta campus
- Process changes and challenges

Purpose of the fee

“Student technology fees should be used to *support and supplement normal levels of technology spending.*

Institutions should be able to provide evidence that overall institution technology expenditures clearly reflect that *expenditures based upon fee revenues are above and beyond normal levels.”*

Purpose of the fee – some allowable uses

- **Expenses related to the delivery of instruction or curriculum requirements;**
- **Equipment and networking for instruction or student-used labs;**
- **Educational software purchases or licenses;**
- **Classroom technology maintenance;**
- Infrastructure for network capacity or internet access needed for instruction;
- Research technology, but only to the extent it is directly linked to student learning;
- Training for students in the use of computing and networking resources;
- Other technology expenses directly related to instructional delivery or student - learning/academic outcomes and objectives.

Purpose of the fee – forbidden uses

- Faculty and staff technology training;
- Existing positions that would otherwise be cut from an operation budget;
- General computing, networking positions, and technological resources that have a significant administrative or research support component;
- General supplies or software or hardware products for faculty use, unless there is a demonstrated and direct value to students;

Purpose of the committee

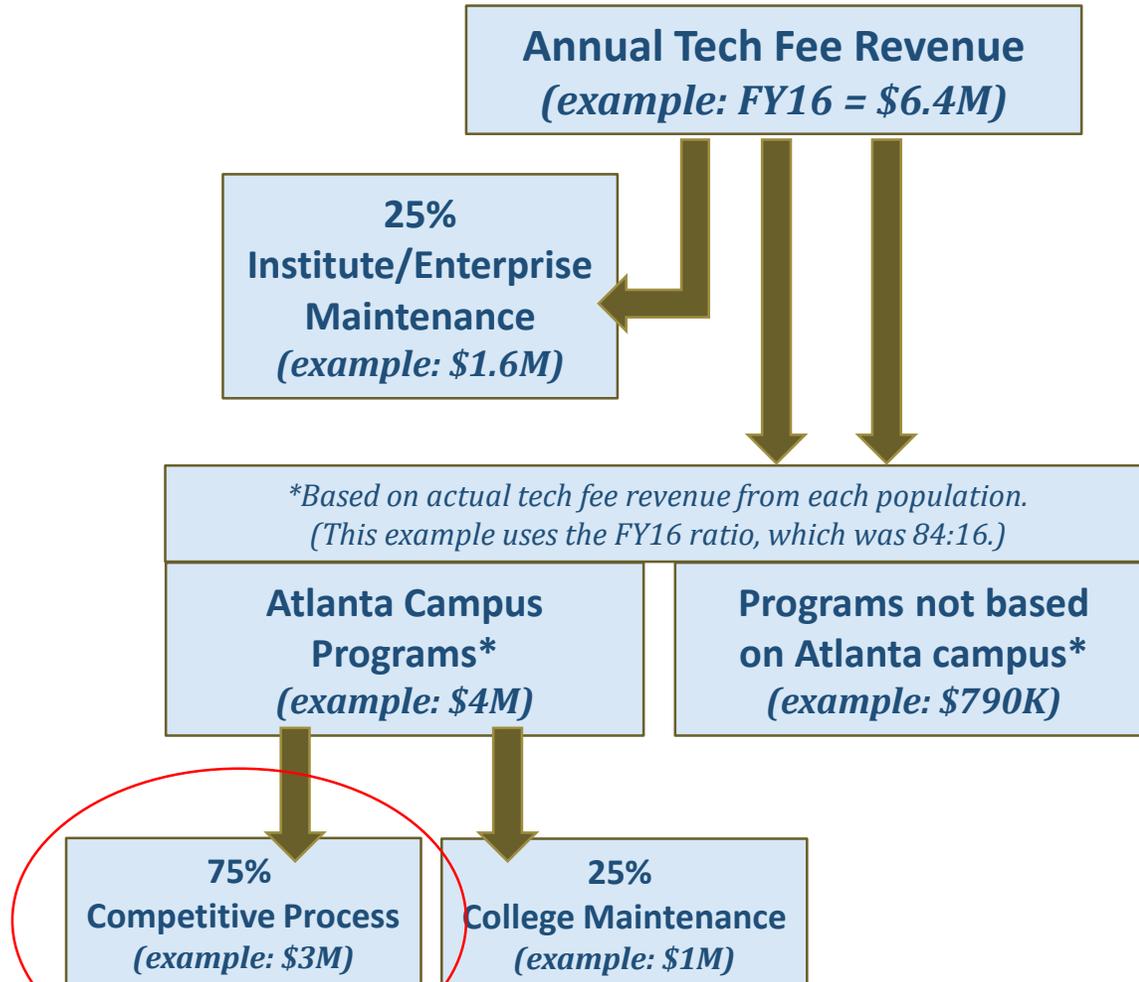
The committee reviews proposals from the units and produces a ordered list of proposals, the order reflecting the committee's consensus ranking of them from most to least recommended for funding.

The committee proposes. The provost disposes.

Composition of the committee

- Voting members
 - 7 faculty members, including 1 designated as chair
 - Each college and professional education sends 1 name
 - Members are appointed by the provost
 - 7 student members, including one designated as co-chair
 - 3 graduate students and 4 undergraduate students
 - Names are sent by the SGAs and appointed by the provost.
 - Members serve 2-year terms and are eligible for reappointment
- Non-voting members
 - A representative from OIT
 - A representative from the Library and Information Center

Overview of tech fee allocation process



- Units submitting proposals have their own internal processes for gathering and prioritizing proposals.
- Units fill out a common form for each proposal and submit with supporting documentation to the budget office.
- Budget office posts forms and evaluation sheets for committee members, receives individual classifications, and produces a comprehensive working sheet for ranking.

Student tech fee process – Atlanta campus

- Committee members review proposals individually and classify them on an individual worksheet into five groups from most to least recommended for funding.
 - Members are asked to place approximately the same number of proposals in each bucket.
- Budget office assembles individual member worksheets and produces comprehensive worksheet for the committee, which is modified during meetings.
- Proposals are ranked by average categorization (5..1) of all members who submitted an individual worksheet.

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- In the past, the committee has met 3-5 times during spring.
- Generally, proposals that members categorized differently are discussed from highest to lowest average score.
 - Any member can request to discuss a specific proposal.
 - Proposals that were universally categorized low are usually not discussed—lack of time.
- A member may change their categorization of any proposal at any time during a meeting.
- All changes are recorded in the committee worksheet where everyone can see them.

Student tech fee process – Atlanta campus

- Any committee member may move to change or amend a proposal
 - Recommend eliminating a specific item
 - Reduce funding recommendation for a specific item
 - Reduce funding recommendation for entire proposal and let the unit decide what to pay for
- If the motion is seconded, it will be discussed.
 - Discussion can be interesting—especially student perspectives on faculty proposals!
- If the motion is passed, the member would normally place the changed proposal into a higher category.
- Final consensus (average) categorization for each proposal is used to create the ordered list for the provost.

Process changes and challenges

1. Update the form to increase efficiency and effectiveness of the committee by:
 - requesting additional information the committee often asks for anyway
 - naming a specific faculty or staff member responsible for each request who is accountable for the content and can be consulted with detailed questions
 - limiting the dollar amount of each request, where practicable, to force units to clarify their priorities
2. More strongly request that members place proposals equally among all 5 buckets (to rate a proposal higher you must rate another lower) to create greater variance in the consensus ranking.
3. Formally “split” proposals that the committee modifies so that nothing submitted by the units is lost—split parts are just ranked low.

Process changes and challenges

4. Create a more efficient way to gather member rankings, update them, and display them to reduce grunt work by all and to support (2 and 3).
5. Replace the student chair as recorder to emphasize their role as coordinator of the student committee members.
6. Change room layout, where practicable, to blend student and faculty members.
7. Start meeting in the fall to take care of introductions and some administrivia.

Process changes and challenges

- Currently we lack a measure of technology value delivered.
 - Cannot gauge the effectiveness of our allocation of tech fees.
 - Cannot gauge the need for changes to the tech fee.
- This is probably a problem with all mandatory student fees.

END

Thank you for your attention.