



**MANDATORY STUDENT FEE ADVISORY COMMITTEE (MSFAC)
PROPOSAL PREPARATION TIMELINE**

January 2020	Spring semester begins.
January 2020	Initiation of the zero-based budgeting process (6 months) which includes revenue projections based on mandatory student fee approvals, expenditure reviews with each unit and sports program, discussions with the student-engagement huddle, and short/long term initiatives with the GTAA leadership team.
March 2020	Distribute and review student surveys following the end of the men's basketball season.
April 2020	Review student survey data from football and men's basketball season and propose new initiatives for the following fiscal year.
June 2020	End of the zero-based budgeting process with the approval of the FY21 operating budget by the GTAA Board of Trustees. Also, the GTAA prepares a long term financial projection to assist in the development of the athletic fee submission for the upcoming fall semester.
July 2020	GTAA leadership implements student-engagement initiatives based on approved operating budget funding for the new fiscal year.
August 2020	Fall semester begins.
October 2020	Institute provides Fall 2021 headcount projections and other related data in preparation of mandatory student fee request.
November 2020	GTAA prepares mandatory student fee proposal for Fall 2022. Includes internal discussions with leadership team, student engagement huddle, and marketing department to determine new initiatives or unfunded expenses in the FY21 operating budget for the following fiscal year.
December 2020	Distribute and review student surveys following the end of the football season.

**Student engagement huddle meets throughout the academic year. It averages three (3) meetings per semester and includes representation from GTAA, SGA, SAAC, and other related student groups. Its charge is as detailed below:*

- *Develop, implement, and monitor student engagement opportunities on campus;*
- *Maximize impact and brand perception for the GTAA and its sports teams; and*



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- *Analyze GTAA decisions with a lens focused on student engagement (e.g. south endzone project).*