

Minutes
Mandatory Student Fee Advisory Committee
Thursday January 26, 2012
Crescent Room, Student Center Commons, 3:00 P.M. to 4:30 P.M.

1. Attendance – There were eleven Committee members and two alternates present, per the attached attendance sheet. Twenty four additional staff and students were present, as listed in the attendance list.
2. Review of Meeting Summary – December 9, 2011 – The Committee voted to approve the meeting summary from December 9, 2011 by consensus.
3. FY2012 and FY2013 Budget Update – Jim Kirk shared the latest information with the Committee members on the status of the Georgia Tech budget for FY2012 and the FY2013.
4. Presentation of Mandatory Fee Requests for FY2012

NOTE: The voting forms required by the Board of Regents are appended to these minutes. The increases voted by the Committee are summarized in Attachment 2. The President concurred in the Committee’s recommendations and forwarded these to the Board of Regents on February 1, 2012.

- Transportation – Lance Lunsway presented the Transportation proposal, with a request for an increase of \$2, from \$76 to \$78 to provide the current service level. Elle Creel made a motion, seconded by Austen Edwards, to recommend to the President a \$5 increase in this fee. This increase would include \$2 to cover the cost of maintain the current level of service provided and an additional \$3 to provide additional late night service to help improve student safety. The Committee voted unanimously to approve the motion.
 - Student Health – Gregg Moore presented the Student Health proposal to increase the fee by \$9, from \$154 to \$163. Charley Crosson made a motion, seconded by Brooke McDaniel, to recommend to the President an increase in the fee by \$6, from \$154 to \$160. The Committee voted unanimously to approve the motion.
 - Athletics – Dan Radakovich presented the Athletics proposal to increase the fee by \$5, from \$127 to \$132. James Black made a motion, seconded by Alex Walker, to recommend to the President that this fee be maintained at the current level. This motion was passed by a vote of nine in favor, two against and one abstention.
5. Next Meeting – Jim Kirk thanked the Committee for its work. Students will discuss whether they wish to reconvene the Committee later in the semester to discuss other mandatory fee issues.

Submitted by Jim Kirk
MSFAC Co-Chair
February 3, 2012

**MANDATORY STUDENT FEE ADVISORY COMMITTEE MEMBERSHIP
FISCAL 2012 COMMITTEE TO CONSIDER FISCAL 2013 FEES**

Attendance – January 26, 2012

<u>Member</u>	<u>Present</u>	<u>Absent</u>
<u>Students (8 members)</u>		
Elle Creel, President, (U) Undergraduate Student Body	Present	
Austen Edwards, (U) Executive Vice President	Present	
Brooke, McDaniel, (U) Speaker of the House	Present	
Charley Crosson, (U) Vice President of Finance	Present	
Alex Walker, (U) Senior Representative, Class President, Special Assist. to President	Present (for Transportation & Student Health) Merry Hunter Hipp (for Athletics only)	
James Black (G) President, Graduate Student Body	Present	
Kathy Schnure (G) VP Student Welfare	Present	
Mihir Pathak (G) Executive Vice President	Present	
<u>Faculty and Staff (4 members including 2 faculty and the Budget Director)</u>		
Jim Kirk, Director – Exec Dir-Inst. Budget Planning & Administration (Co-Chair, MSFAC)	Present	
Tina Lambert, Director –HR & Finance, Ivan Allen College	Present	
Raymond Vito, Vice Provost of Graduate and Undergraduate Studies	Carole Moore, alternate	
Evans Harrell, II, Associate Dean, College of Sciences	Present	
<u>Support to Committee:</u>		
Jeannette Barnett, Senior Budget Analyst, Institute Budget Planning and Administration Analyst	Paul Strouts, Mike Donohue, Gareth Gwansen, Michael Kirka, Kim Harrington, Frank Hardyman, Sherry Davidson, Betsy Kidwell, Bill Schafer, Pat Burton, Ninh Tran, David Williamson, Gregory Moore, Michael Edwards, Lance Lunsway, Molly Mayfield, Daniel Taylor, Dan Radakovich, Aaron Fowler, Robert Junko, John Stein, John Scuderi	

**Georgia Institute of Technology
Mandatory Fee Recommendations to Board of Regents
Fiscal Year 2013**

Detail of Mandatory Fees:	FY2012	Comm. Rec. Fee FY13	Comm. Rec. Fee Inc. FY13	% Change
Transportation	\$76	\$81	\$5	6.6%
Technology	\$107	\$107	\$0	0.0%
Student Activity	\$123	\$123	\$0	0.0%
Student Health	\$154	\$160	\$6	3.9%
Athletic	\$127	\$127	\$0	0.0%
Student Recreation Facility	\$54	\$54	\$0	0.0%
Total	\$641	\$652	\$11	1.7%



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 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.

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.

Institution: Georgia Institute of Technology		Name of Mandatory Fee: Health Services			
Select Action: <input type="checkbox"/> New Fee <input checked="" type="checkbox"/> Fee Increase <input type="checkbox"/> No Change		New Fee Amount \$ 160	<input checked="" type="checkbox"/> Budget Reviewed by Committee		
		Fee Increase Amount \$ 6.00			
Committee Name: MSFAC		Vote Date: 01/26/2012		Vote Results	
	Name of Committee member	Affiliation (Faculty, Staff, Student)	Yes	No	Abstain/Absent
1	Elle Creel (U)	Student	✓		
2	Austen Edwards (U)	Student	✓		
3	Brooke McDaniel (U)	Student	✓		
4	Charley Crosson (U)	Student	✓		
5	Alex Walker (U)	Student	✓		
6	James Black (G)	Staff	✓		
7	Kathy Schnure (G)	Student	✓		
8	Mihir Pathak (G)	Student	✓		
9	Jim Kirk	Staff	✓		
10	Tina Lambert	Staff	✓		
11	Carole Moore (for Ray Vito)	Faculty	✓		
12	Evans Harrell	Faculty	✓		
		Total	12		
		1/27/2012 2/3/12			2.2.12
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 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.

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.

Institution: Georgia Institute of Technology		Name of Mandatory Fee: Transportation			
Select Action: <input type="checkbox"/> New Fee <input checked="" type="checkbox"/> Fee Increase <input type="checkbox"/> No Change		New Fee Amount \$ 81	<input checked="" type="checkbox"/> Budget Reviewed by Committee		
		Fee Increase Amount \$ 5.00			
Committee Name: MSFAC		Vote Date: 01/26/2012		Vote Results	
	Name of Committee member	Affiliation (Faculty, Staff, Student)	Yes	No	Abstain/Absent
1	Elle Creel (U)	Student	✓		
2	Austen Edwards (U)	Student	✓		
3	Brooke McDaniel (U)	Student	✓		
4	Charley Crosson (U)	Student	✓		
5	Alex Walker (U)	Student	✓		
6	James Black (G)	Staff	✓		
7	Kathy Schnure (G)	Student	✓		
8	Mihir Pathak (G)	Student	✓		
9	Jim Kirk	Staff	✓		
10	Tina Lambert	Staff	✓		
11	Carole Moore (for Ray Vito)	Faculty	✓		
12	Evans Harrell	Faculty	✓		
		Total	12		
		1/27/2012 2/3/12			2.2.12
<i>Signed: Committee Chair</i>		<i>Date</i>	<i>Chief Business Officer</i>		<i>Date</i>



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 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.

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.

Institution: Georgia Institute of Technology		Name of Mandatory Fee: Athletics			
Select Action: <input type="checkbox"/> New Fee <input type="checkbox"/> Fee Increase <input checked="" type="checkbox"/> No Change		New Fee Amount	\$ 127		<input checked="" type="checkbox"/> Budget Reviewed by Committee
		Fee Increase Amount	\$		
Committee Name: MSFAC		Vote Date: 01/26/2012		Vote Results	
	Name of Committee member	Affiliation (Faculty, Staff, Student)	Yes	No	Abstain/Absent
1	Elle Creel (U)	Student	✓		
2	Austen Edwards (U)	Student	✓		
3	Brooke McDaniel (U)	Student	✓		
4	Charley Crosson (U)	Student			✓
5	Merry Hunter Hipp (U) for Alex Walker	Student	✓		
6	James Black (G)	Staff	✓		
7	Kathy Schnure (G)	Student	✓		
8	Mihir Pathak (G)	Student	✓		
9	Jim Kirk	Staff		✓	
10	Tina Lambert	Staff	✓		
11	Carole Moore (for Ray Vito)	Faculty	✓	✓	
12	Evans Harrell	Faculty	✓		
Total			9	2	1
 Signed: Committee Chair		1/27/2012 2/3/12 Date	 Chief Business Officer		2-2-12 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.

Institution: Georgia Institute of Technology		Name of Mandatory Fee: Student activity			
Select Action: <input type="checkbox"/> New Fee <input type="checkbox"/> Fee Increase <input checked="" type="checkbox"/> No Change		New Fee Amount	S 123		<input checked="" type="checkbox"/> Budget Reviewed by Committee
		Fee Increase Amount	S		
Committee Name: MSFAC		Vote Date: 01/26/2012		Vote Results	
	Name of Committee member	Affiliation (Faculty, Staff, Student)	Yes	No	Abstain/Absent
1	Elle Creel (U)	Student			
2	Austen Edwards (U)	Student			
3	Brooke McDaniel (U)	Student			
4	Charley Crosson (U)	Student			
5	Alex Walker (U)	Student			
6	James Black (G)	Student			
7	Kathy Schnure (G)	Student			
8	Mihir Pathak (G)	Student			
9	Jim Kirk	Staff			
10	Tina Lambert	Staff			
11	Carole Moore (for Ray Vito)	Faculty			
12	Evans Harrell	Faculty			
		Total			

 Signed: Committee Chair	1/27/2012 Date	 Chief Business Officer	2.2.12 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.

Institution: Georgia Institute of Technology		Name of Mandatory Fee: Student Recreation Facility			
Select Action: <input type="checkbox"/> New Fee <input type="checkbox"/> Fee Increase <input checked="" type="checkbox"/> No Change		New Fee Amount	S 54		<input checked="" type="checkbox"/> Budget Reviewed by Committee
		Fee Increase Amount	S		
Committee Name: MSFAC		Vote Date: 01/26/2012		Vote Results	
	Name of Committee member	Affiliation (Faculty, Staff, Student)	Yes	No	Abstain/Absent
1	Elle Creel (U)	Student			
2	Austen Edwards (U)	Student			
3	Brooke McDaniel (U)	Student			
4	Charley Crosson (U)	Student			
5	Alex Walker (U)	Student			
6	James Black (G)	Student			
7	Kathy Schnure (G)	Student			
8	Mihir Pathak (G)	Student			
9	Jim Kirk	Staff			
10	Tina Lambert	Staff			
11	Carole Moore (for Ray Vito)	Faculty			
12	Evans Harrell	Faculty			
		Total			

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.

Institution: Georgia Institute of Technology		Name of Mandatory Fee: Technology Fee			
Select Action: <input type="checkbox"/> New Fee <input type="checkbox"/> Fee Increase <input checked="" type="checkbox"/> No Change		New Fee Amount	\$ 107		<input checked="" type="checkbox"/> Budget Reviewed by Committee
		Fee Increase Amount	\$		
Committee Name: MSFAC		Vote Date: 01/26/2012		Vote Results	
	Name of Committee member	Affiliation (Faculty, Staff, Student)	Yes	No	Abstain/Absent
1	Elle Creel (U)	Student			
2	Austen Edwards (U)	Student			
3	Brooke McDaniel (U)	Student			
4	Charley Crosson (U)	Student			
5	Alex Walker (U)	Student			
6	James Black (G)	Student			
7	Kathy Schnure (G)	Student			
8	Mihir Pathak (G)	Student			
9	Jim Kirk	Staff			
10	Tina Lambert	Staff			
11	Carole Moore (for Ray Vito)	Faculty			
12	Evans Harrell	Faculty			
		Total			
 Signed: Committee Chair		1/27/2012 Date	 Chief Business Officer		2.2.12 Date