

Minutes
Mandatory Student Fee Advisory Committee
Friday, January 25, 2013
Crescent Room, Student Center Commons, 2:00 P.M. to 3:30 P.M.

1. Attendance – All Committee members were present. Twelve staff were present, as listed in the attendance list.
2. Review of Meeting Summary – December 5, 2012 – On a motion by Michael Kirka, seconded by Daniel Farmer, the Committee voted by consensus to approve the meeting summary from December 5, 2012 as posted on the web site.
3. FY2013 and FY2014 Budget Update – Jim Kirk shared the latest information with the Committee members on the status of the Georgia Tech budget for FY2013 and the FY2014.
4. Student Input on Fees – Daniel Farmer updated the Committee on the efforts made to inform the student body at large about the fee increases proposed. The following steps were taken: (1) collected comments from an SGA Facebook post; (2) received comments through a feedback link posted via the SGA Twitter account; (3) collected comments through a feedback link posted via the Budget Office FAQ page and the SGA website; (4) received comments through a post on Reddit.com (GT); (5) advertising of the proposed fee increases through a video display in the Student Center; (6) informing all members of the SGA Senators and Representatives aware of the increases and methods of feedback. The Committee was presented with copies of a summary of the feedback collected from the Reddit.com (GT) website, since this site had received the most comments.
5. Presentation of Mandatory Fee Requests for FY2013 (For FY2014)

NOTE: The voting forms required by the Board of Regents are appended to these minutes. [The Committee's recommendations were forwarded to the Board of Regents staff on January 29, 2013.]

- Student Health – Gregory Moore presented the Student Health proposal to increase the fee by \$6, from \$154 to \$160. Daniel Farmer made a motion, seconded by Carole Moore, to recommend to the President an increase in the fee by \$6, from \$154 to \$160. The Committee voted unanimously via roll call vote to approve the motion.
- Athletics – Frank Hardymon presented the Athletics proposal to increase the fee by \$6, from \$127 to \$133. Gareth Guvanasen made a motion, seconded by Daniel Farmer, to recommend to the President that this fee be maintained at the current level. This motion was passed by a unanimous roll call vote.
- All Other Fees – Arren Washington made a motion, seconded by Daniel Farmer, that a recommendation be made to the President that all other fees be maintained at their current levels. The Committee voted unanimously to maintain all current fee levels by roll call votes.

6. Special Institutional Fee – A discussion was led by Eran Mordel about how the students might express their sentiments regarding the Special Institutional Fee to the Board of Regents. Carole Moore suggested that advice from the President’s Office be obtained as to how to proceed with this in the best interests of the Institute. Jim Kirk will follow up on this with Dene Sheheane.
7. 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 and Daniel Farmer
MSFAC Chair and Co-Chair, respectively
February 5, 2013

**MANDATORY STUDENT FEE ADVISORY COMMITTEE MEMBERSHIP
FISCAL 2013 COMMITTEE TO CONSIDER FISCAL 2014 FEES**

Member	Attendance	
<u>Students (8 members)</u>		
Eran Mordel, President, (U) Undergraduate Student Body	Present	
Amit Khanduri (U) Executive Vice President	Present	
Michael Mosgrove,(U) Speaker of the House	Present	
Daniel Farmer, (U) Vice President of Finance	Present	
Nicholas Robson, (U) Vice President of Internal Development	Present	
Michael Kirka (G) President, Graduate Student Body	Present	
Gareth Guvanasen (G) Executive Vice President Graduate Student Body	Present	
Arren Washington (G) Vice President Graduate Conference Fund	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	
Carla Zachery, Chief Administrative and Finance Officer, Scheller College of Business	Ann Scott, Scheller College of Business, Alternate	
Carole Moore, Assistant Vice Provost	Present	
Evans Harrell, II, Associate Dean, College of Sciences	Present	
Support to Committee:		
Jeannette Barnett, Institute Budget Planning and Administration	Frank Hardymon, Lance Lunsway, David Williamson, Barbara Hanschke, Bill Schafer, Ninh Tran, Betsey Kidwell, John Stein, Greg Moore, Daniel Taylor, Mike Edwards	

DRAFT



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: Health Services				
Select Action: <input type="checkbox"/> New Fee <input checked="" type="checkbox"/> Fee Increase <input type="checkbox"/> Fee Decrease <input type="checkbox"/> No Change <input type="checkbox"/> Other (please specify)		New Fee Amount \$100 Fee Inc./Dec. Amount \$6		<input checked="" type="checkbox"/> Budget Reviewed by Committee		
Committee Name: MSFAC		Vote Date: 01/25/2013				
		Vote Results				
	Name of Committee member	Affiliation (Faculty, Staff, Student)	Yes	No	Abstain	Absent
1	Eran Mordel (U)	Student	✓			
2	Amit Khanduri (U)	Student	✓			
3	Michael Musgrove (U)	Student	✓			
4	Daniel Farmer (U)	Student	✓			
5	Nicholas Robson (U)	Student	✓			
6	Michael Kirka (U)	Student	✓			
7	Gareth Guvanasen (G)	Student	✓			
8	Arren Washington (G)	Student	✓			
9	Jim Kirk	Staff	✓			
10	Carole Moore	Faculty	✓			
11	Evans Harrell, II	Faculty	✓			
12	Carla Zachery	Staff	✓			
Total			13			
Signed: Committee Chair		January 25, 2013 Date	Chief Business Officer		2/4/13 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: Athletics				
Select Action: <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)		New Fee Amount \$400 Fee Inc./Dec. Amount \$6	\$127 \$6	<input checked="" type="checkbox"/> Budget Reviewed by Committee		
Committee Name: MSFAC		Vote Date: 01/25/2013		Vote Results		
	Name of Committee member	Affiliation (Faculty, Staff, Student)	Yes	No	Abstain	Absent
1	Eran Mordel (U)	Student	✓			
2	Amit Khanduri (U)	Student	✓			
3	Michael Musgrove (U)	Student	✓			
4	Daniel Farmer (U)	Student	✓			
5	Nicholas Robson (U)	Student	✓			
6	Michael Kirka (U)	Student	✓			
7	Gareth Guvanaser (G)	Student	✓			
8	Arren Washington (G)	Student	✓			
9	Jim Kirk	Staff	✓			
10	Carole Moore	Faculty	✓			
11	Evans Harrell, II	Faculty	✓			
12	Carla Zachery	Staff	✓			
		Total	12			
Signed: <i>[Signature]</i> Committee Chair		Date January 25, 2013	Signed: <i>[Signature]</i> Chief Business Officer		Date 2.4.13	



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: Student Activity				
Select Action: <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)		New Fee Amount \$123 Fee Inc./Dec. Amount \$		<input checked="" type="checkbox"/> Budget Reviewed by Committee		
Committee Name: MSFAC		Vote Date: 01/25/2013		Vote Results		
	Name of Committee member	Affiliation (Faculty, Staff, Student)	Yes	No	Abstain	Absent
1	Eran Mordel (U)	Student	✓			
2	Amit Khanduri (U)	Student	✓			
3	Michael Musgrove (U)	Student	✓			
4	Daniel Farmer (U)	Student	✓			
5	Nicholas Robson (U)	Student	✓			
6	Michael Kirka (U)	Student	✓			
7	Gareth Guvanasen (G)	Student	✓			
8	Arren Washington (G)	Student	✓			
9	Jim Kirk	Staff	✓			
10	Carole Moore	Faculty	✓			
11	Evans Harrell, II	Faculty	✓			
12	Carla Zachery	Staff	✓			
	Total		12			

Signed:	Date: January 25, 2013	Chief Business Officer:	Date: 2-4-13
---------	------------------------	-------------------------	--------------



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 type="checkbox"/> Fee Increase <input type="checkbox"/> Fee Decrease <input checked="" type="checkbox"/> No Change <input type="checkbox"/> Other (please specify)		New Fee Amount \$ Fee Inc./Dec. Amount \$		<input checked="" type="checkbox"/> Budget Reviewed by Committee		
Committee Name: MSFAC		Vote Date: 01/25/2013				
	Name of Committee member	Affiliation (Faculty, Staff, Student)	Yes	No	Abstain	Absent
1	Eran Mordel (U)	Student	✓			
2	Amit Khanduri (U)	Student	✓			
3	Michael Musgrove (U)	Student	✓			
4	Daniel Farmer (U)	Student	✓			
5	Nicholas Robson (U)	Student	✓			
6	Michael Kirka (U)	Student	✓			
7	Gareth Guvanasen (G)	Student	✓			
8	Arran Washington (G)	Student	✓			
9	Jim Kirk	Staff	✓			
10	Carole Moore	Faculty	✓			
11	Evans Harrell, II	Faculty	✓			
12	Carla Zachery	Staff	✓			
Total			12			

	January 25, 2013		2.4.13
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: Technology				
Select Action: <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)		New Fee Amount \$107 Fee Inc./Dec. Amount \$		<input checked="" type="checkbox"/> Budget Reviewed by Committee		
Committee Name: MSFAC		Vote Date: 01/25/2013		Vote Results		
	Name of Committee member	Affiliation (Faculty, Staff, Student)	Yes	No	Abstain	Absent
1	Eran Mordel (U)	Student	✓			
2	Amit Khanduri (U)	Student	✓			
3	Michael Musgrove (U)	Student	✓			
4	Daniel Farmer (U)	Student	✓			
5	Nicholas Robson (J)	Student	✓			
6	Michael Kirka (U)	Student	✓			
7	Gareth Guvanasen (G)	Student	✓			
8	Arren Washington (G)	Student	✓			
9	Jim Kirk	Staff	✓			
10	Carole Moore	Faculty	✓			
11	Evans Harrell, II	Faculty	✓			
12	Carla Zachery	Staff	✓			
		Total	12			

Signed: *[Signature]* Date: January 25, 2013 Chief Business Officer: *[Signature]* Date: 2.4.13



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.

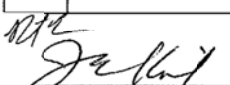
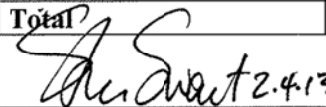
All mandatory student fees collected by an institution shall be budgeted and administered by the president using proper administrative procedures, which shall include the advice and counsel of an advisory committee composed of at least fifty percent (50%) students, except in special circumstances when 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: Student Recreation Facility				
Select Action: <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)		New Fee Amount \$54	<input checked="" type="checkbox"/> Budget Reviewed by Committee			
		Fee Inc./Dec. Amount \$				
Committee Name: MSFAC		Vote Date: 01/25/2013		Vote Results		
	Name of Committee member	Affiliation (Faculty, Staff, Student)	Yes	No	Abstain	Absent
1	Eran Mordel (U)	Student	✓			
2	Amit Khanduri (U)	Student	✓			
3	Michael Musgrove (U)	Student	✓			
4	Daniel Farmer (U)	Student	✓			
5	Nicholas Robson (U)	Student	✓			
6	Michael Kirka (L)	Student	✓			
7	Gareth Guvanasen (G)	Student	✓			
8	Aren Washington (G)	Student	✓			
9	Jim Kirk	Staff	✓			
10	Carole Moore	Faculty	✓			
11	Evans Harrell, I	Faculty	✓			
12	Carla Zachery	Staff	✓			
Total			12			
 Signed: Committee Chair		January 25, 2013 Date	 Chief Business Officer		Date	