Georgia Institute of Technology
Student Government Association

Proposal of the Student Representatives
on the Mandatory Student Fee Advisory Committee

MSFAC Policy Changes

Reference: http://www.policylibrary.gatech.edu/business-finance/mandatory-student-fee-and-budget-approval- process [Accessed Saturday April 4, 2020]

Student Committee Membership

Add the following paragraph under 'Committee Members':

"Four student members shall serve overlapping two year terms, while the remaining students serve one year terms. Per year, two students shall be appointed to two year terms and four students shall be appointed to one year terms."

The proposal aims to establish a minimum level of mandatory continuity amongst the student representatives on the committee. While reappointments are not limited and a high degree of overlap could be achieved within the student membership, it shall be mandated that half the membership serve overlapping two year terms, ensuring that at least two representatives from the prior cycle serve in the next cycle as well. This allows information transfer and experience with the matter through the selected individuals and allows the tracking of recommendations and stipulations through multiple years.

During the next appointment round for the transition cycle FY22, two students would be appointed for two year terms (serving through the FY23 cycle) while six students would be appointed to one year terms.

Visualization:

FY21 cycle (currently)	FY22 cycle (transition)	FY23 cycle	FY24 cycle	FY25 cycle
1-year Grad	2-year Grad		2-year Grad	
1-year Grad	1-year Grad	2-year Grad		2-year Grad
1-year Grad	1-year Grad	1-year Grad	1-year Grad	1-year Grad
1-year Grad	1-year Grad	1-year Grad	1-year Grad	1-year Grad
1-year Undergrad	2-year Undergrad		2-year Undergrad	
1-year Undergrad	1-year Undergrad	2-year Undergrad		2-year Undergrad
1-year Undergrad	1-year Undergrad	1-year Undergrad	1-year Undergrad	1-year Undergrad
1-year Undergrad	1-year Undergrad	1-year Undergrad	1-year Undergrad	1-year Undergrad

Amend section 'Committee Operations' as follows:

"[...]

For each mandatory fee program the submission shall include the following documents for review by the Committee. These shall be available to the members in advance of committee meetings.

- Overview of the fee, including the following: (a) current and proposed fee levels, (b) the previous year's revenue generated, (c) the fee review/advisory organization, and (d) the current uses of the revenue'
- All required BOR forms, including the fee request form, financial data form, and detail of revenue projection'
- Presentation that includes the following:
  - Detailed description of services provided, **_separated by services that (i) are funded by the respective fee, (ii) could be funded by the respective fee but currently are funded otherwise, and (iii) can not be funded by the respective fee_** ~~including utilization data~~
  - **_Most recent_** utilization data**_, if possible, separated by (i) undergraduate students, (ii) graduate students, and (iii) non-students_**
  - Budget summary for the current and following fiscal year
  - Fee increase request, if appropriate, with a description of how the students will benefit from the increase and the impact if the increase is not approved
  - If there was a fee increase for the current year, how the new funding is being used, compared to the proposal to the prior year's Committee
  - How the program has either generated cost savings or additional revenue outside of the student fee and, if requested by the Committee, how the program would absorb a reduction in the student fee;
  - Evidence of students' satisfaction in the services provided by the unit**_, if possible, separated by (i) undergraduate students, and (ii) graduate students_**."

The proposal aims to clarify expectations of the committee towards the information provided in the annual presentations and information packages. With most units having funding sources other than their mandatory fees and some units having services that cannot be funded by fee revenue, the description of their services should make clear where student fee funding is actually used. To maintain the overall picture of a unit's general activity, information about services that could be funded by their fee but are currently funded otherwise and services they provide that can not be funded by student fees should still be included. With regards to the utilization data, it should be emphasized that the most recent data should be used and furthermore a separation of user data in undergraduate students, graduate students and non-students be implemented. The limitation of this requirement to cases where it is actually possible acknowledges that some data is currently collected in a way that does not allow the requested distinction (e.g. counting people on busses), while for others this can easily be achieved and should be considered as mandated (e.g. Buzzcard-based user data).