

Student Activity Fee Committee
Meeting Minutes
460 University Center
January 25, 2013

In attendance: Rebecca Stout, Chair and Marcus Kernizan, Vice Chair. Voting student members: Taylor Briggs, Loren Johnson, and Tyler Lewis. Non-student voting members: Amanda Antara and Matthew Robison. Alternate voting student member: Ashley Epperson, Peter Imhoff, Umama Kibria and Brandon Roberts. Ex officio: Edgar Tolbert, Beth Jones and Shantavia Reid-Stroud.

Not in attendance: Voting student members: Mona Abdulrab, Miguel Colmenare, James Dutton and Lanier Henson. Non-student voting members: Joann Bacon. Ex officio: Jeff Walker.

The Student Activity Fee Committee met on January 25, 2013 at 4:00 p.m. in 460 University Center and took the following actions:

I. Approval of Minutes

Peter Imhoff moved to approve the minutes with a correction to the following section.

Taylor Briggs moved to amend the Student Activity Fee Committee Spring Meeting Schedule. Adding an additional meeting on January 25, 2013 from 4:00 p.m. to 5:00 p.m. and extending the meeting hours on February 22, 2013 and March 1, 2013 until 6:00 p.m. (see Attachment 5). This motion was seconded by Peter Imhoff and approved by the following vote:

Yes: 7 No: Abstain: 1

This was seconded by Tyler Lewis. With no objections, the minutes were approved.

II. Sustainability Initiatives Fee Council

Dr. Stout reviewed the Sustainability Initiatives Guidelines.

Peter Imhoff moved to amend the Sustainability Initiatives Fee Council Guidelines (see attachment 1) to the following (Section V. 1st bullet point, page 1):

- Programs and services focusing on Sustainability Initiatives and serving the greatest number of students.

This was seconded by Tyler Lewis and approved with no objections.

Taylor Briggs moved to amend the Sustainability Initiatives Fee Council Guidelines (see attachment 1) to the following (Section V. 1st sentence, page 1):

- This council aims to serve student organizations who emphasize Sustainability Initiatives as their primary focus.

This was seconded by Tyler Lewis and approved with no objections.

The meeting was adjourned at 4:22 p.m.

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II. Sustainability Initiatives Fee Council – Attachment 1

SUSTAINABILITY INITIATIVES FEE COUNCIL GUIDELINES

Approved by the Student Activity Fee Committee – November 30, 2012

Revised – January 25, 2013

I. PURPOSE/PHILOSOPHY STATEMENT OF THE SUSTAINABILITY INITIATIVES FEE COUNCIL

The Student Activity Fee is collected for the purpose of supporting programs and services in all aspects of university student life. Programs and services supported by the Student Activity Fee are student centered with students as the primary participants and beneficiaries, and in most cases the primary organizers. These programs and services must be available to students regardless of race, color, sex, religion, creed, age, sexual orientation, gender, disability, or national origin. This process encourages student self-governance through student leadership development. The Student Activity Fee Committee allocates a lump sum to the Sustainability Initiatives Fee Council and provides the Sustainability Initiatives Fee Council with wide latitude in its allocation decision-making.

II. MEMBERSHIP

The Sustainability Initiatives Fee Council shall consist of the members of the Student Activity Fee Committee. The quorum for all votes of the Fee Council shall consist of six voting members which must include at least four student voting members, ensuring a student majority. Proxy voting is not allowed. All motions regarding allocation of funds require a simple majority for passage and shall be recorded using a roll call vote. The Chairperson of the Fee Council does not vote. The President of the SGA may vote only in the cases of a tie. In the absence of the President of the SGA, tie votes are treated as failed-to-pass.

III. MEETINGS

The Student Activity Fee Committee will schedule the meeting dates for the Sustainability Initiatives Fee Council at the first meeting. Meeting dates will include:

- A meeting to provide an overview of the Sustainability Initiatives Fee Council and reviewing the criteria for evaluating the proposals.
- At least one meeting to conduct a Q&A Session with those entities who have submitted applications for funding to the Fee Council.
- As well as one meeting to deliberate and vote on the Sustainability Initiatives Fee Council allocations.

If needed, the committee will schedule other meetings to deal with issues such as Mid-Year and any other issues that arise.

IV. FEE COUNCIL TRAINING

The members of the Sustainability Initiatives Fee Council will participate in the same training that is offered by the Student Activity Fee Committee to all Fee Councils/Colleges.

V. CRITERIA FOR EVALUATION PROPOSALS

This council aims to serve student organizations who emphasize Sustainability Initiatives as their primary focus.

- Programs and services focusing on Sustainability Initiatives and serve the greatest number of students.
- Past performance and budget management of the various organizations.
- Programs or services with broad appeal to various constituents.
- Programs and services that cross organizations and encourage co-sponsorship and shared responsibilities.
- Programs and services that support the development of community on campus and maximizes Georgia State University's rich legacy of cultural diversity.
- Programs and services that complement the academic mission of the institution.

VI. PROPOSAL EVALUATION AND DETERMINING ALLOCATIONS

Prior to the final meeting, only voting members who have read all the proposals and have attended the entire Q&A Session shall submit their recommended allocations to the Office of the Dean of Students. The average of the submitted recommended allocations shall be the starting point of discussion during the meeting in which allocations are determined. All voting members in attendance at the final meeting are eligible to vote on the final allocation which shall be recorded in a roll call vote.

VII. INFORMATION REQUIRED TO BE ACCESSIBLE ON THE WEB

The following information shall be available on the Student Activity Fee Committee website: The names, majors, and academic classifications (year in school) of all student members, the names, titles and university department affiliation of all non-student members, the minutes of all meetings, the application form to be used by the Sustainability Initiatives Fee Council to determine allocations, the Sustainability Initiatives Fee Council guidelines, as well as any additional operational procedures will be posted on the internet.

In addition: All completed applications will be kept on file in accordance with Board of Regents policies in the Office of the Dean of Students for inspection by request. The summary of the average recommended allocations shall be included in the minutes of the meeting in which allocations are determined.

VIII. OTHER SUSTAINABILITY INITIATIVES FEE COUNCIL OPERATING PROCEDURES

The chair shall utilize Robert's Rules of Order to recognize motions and proceed with Fee Council business that is not inconsistent with these Guidelines, the Student Activity Fee Committee Guidelines, the Student Activity Fee Overview document, University and Board of Regents policies, or state and federal laws. The Sustainability Initiatives Fee Council may also develop additional operating procedures that do not conflict with these guidelines.