Student Activity Fee Committee
Meeting Minutes
460 University Center
October 26, 2012

In attendance: Rebecca Stout, Chair and Marcus Kernisan, Vice Chair. Voting student members: Taylor Briggs, Miguel Colmenares, James Dutton, and Tyler Lewis. Non-student voting members: Amanda Anara, Joann Bacon and Matthew Robison. Alternate voting student member: Rebecca Ammazi, Peter Imhoff, and Brandon Roberts. Ex officio: Jeff Walker and Shantavia Reid-Stroud.


The Student Activity Fee Committee met on October 26, 2012 at 2:00 p.m. in 460 University Center and took the following actions:

I. Approval of Minutes

With no objections, the minutes were approved.

II. Sustainability/Environmental Survey Discussion

• Survey Timeline
  Dr. Stout discussed the survey updates (see attachment #1). She asked the committee to decide if the survey should be sent to the entire student body or a representative sample of the student body. The committee decided to send the survey to the entire student body.

• Report on Town Hall Meeting
  Miguel Colmenares gave a report on the Town Hall meeting. The meeting was held Wednesday, October 10, 2012. Michael Black made a presentation during the meeting. There were approximately twenty students in attendance.

• Report on Tabling in Library Plaza
  Peter Imhoff gave a report on Tabling in Library Plaza. Tabling in Library Plaza took place Thursday, October 18, 2012. Michael Black was present during the event. There are plans for a second Tabling in Library Plaza, the date has not been determined.
III. Fee Council/College Presentations and Training

The following College and Fee Council representatives discussed their FY13 allocation process. They also explained how they would spend additional funding if granted and what programs/events they would cut if funding decreased. The fee council/college representatives were given copies of the Student Activity Fee Guidelines, Student Activity Fee Overview, and training handout (see attachment 2).

Academic Teams Fee Council – Jeannie Grussendorf and Benson Nsunwara (see attachment 3)

Arts and Sciences – Yolanda Grantz and Yvonne Mangiaracina (see attachment 4)

Robinson College of Business – Colleen Joyce, Marlene Saname and Tangela Johnson (see attachment 5)

Institute of Public Health – Courtney Burton and Jessica Howell (see attachment 6)

Byrdine F. Lewis School of Nursing and Health Professions – Barbara Hopkins (see attachment 7)

Arts Fee Council – David Cheshier (see attachment 8)

Media Fee Council – Richard Heller (see attachment 9)

International Student Association Council – Lenka Garimella (see attachment 10)

Honors College – Karen Simmons (see attachment 11)

Diversity Fee Council – Lanette Brown (see attachment 12)

SGA Fee Council – Theo Muhumuza (see attachment 13)

College of Law – Kelly Timmons (see attachment 14)

SBA Fee Council – Jennifer McCall (see attachment 15)

University Wide - Rebecca Stout (see attachment 16)

Maggie Tolan from the School of Policy Studies was not able to not attend the meeting. However she submitted a handout (see attachment 17) which explained their FY 13 allocation process. Elisa Tate from the College of Education did not attend the meeting.
IV. Sustainability/Environmental Survey (Continued)

- Fall Meeting Schedule Revisited
  Marcus Kernizan moved to eliminate the November 9th meeting from the fall 2012 meeting schedule (see attachment 18). This motion was seconded by Brandon Roberts and approved with no objections.

V. Mid-Year Process/ FY 2014 Allocation Discussion

Dr. Stout distributed copies of the FY 2014 Allocation Worksheet (see attachment 19) and FY 2013 Mid-Year Allocation Worksheet (see attachment 20).

The following guests were present during the meeting:
Andres Cruz-Wellman

The meeting was adjourned at 5:45 p.m.
Environmental/Sustainability Student Interest Survey Update

- Institutional Research conducts these types of surveys for two weeks; earliest they can begin is November 5th which means the survey would run from November 5 – November 16.

- Survey software allows each student surveyed to answer only one time.

- Survey results are run and a report is produced as soon as the survey closes.

Question that need to be answered by Committee:

- Survey entire student body or a representative sample of the student body (generalize findings)?

Recommendation from Institutional Research

Expand list of sustainability initiatives related to “student activities”

Currently only option is “Student activities focused on environmental issues; because only 2 of 13 items focus on student activities, the survey results may unintentionally be skewed in favor of non-activities; the non-activities items are specific in nature whereas the reference to “student activities” is broad. Items might include:

  - Bring speakers to campus
  - Expand Earth Day activities
  - Awareness raising events for students
  - Educational workshops for students
STUDENT ACTIVITY FEE GUIDELINES
Revised by SAFC September 21, 2012

I. PURPOSE/PHILOSOPHY STATEMENT OF THE STUDENT ACTIVITY FEE COMMITTEE

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 or 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, and forms a joint partnership with student affairs administration and faculty, thus enhancing the quality of the educational experience.

II. RESPONSIBILITIES OF THE STUDENT ACTIVITY FEE COMMITTEE

The charge of the Student Activity Fee Committee is as follows:

- To make recommendations to the Dean of Students regarding the allocation of student activity fee funds fairly to all eligible chartered student organizations and support offices that create, enhance and promote student life at Georgia State University.

- Develop, implement and enforce policies that insure compliance with applicable university, Board of Regents, state and federal laws.

- To review stipends for student leaders at least every three years and make recommendations regarding the pay scale in force at that time.

- As directed by the Dean of Students, review and make recommendations to the Dean of Students regarding allegations of fee misappropriation by various groups receiving SA funds; make recommendations to the Vice President for Student Affairs (with Dean of Students oversight) for fair disciplinary actions of those groups violating SA Fee policies as written in the SA Fee Guide.

- Make recommendations to the Dean of Students regarding proposals to: 1) increase the student activity fee or, 2) make a substantive change in purpose of the Student Activity Fee. (Board of Regents Policy Manual Section 7.3.2.1. Mandatory Student Fees). The Student Activity Fee Committee is responsible for holding at least two campus-wide open hearings on the proposed fee increase in order to accumulate student feedback. Upon completion of the hearings, the Student Activity Fee Committee shall make a formal recommendation to the Student Mandatory Fee Committee, who will review the request and forward to the Fiscal Advisory Committee to the President (FACP). Upon review, FACP will forward their recommendation to the president for final action.

- Administers the general Contingency account through the Dean of Students Office.
III. MEMBERSHIP OF THE STUDENT ACTIVITY FEE COMMITTEE

The Student Activity Fee Committee shall consist of the Dean of Students, the President of the Student Government Association, seven student members and three non-student members. The seven student members of the committee are appointed annually by the President of the Student Government Association, in consultation with the Vice President for Student Affairs and the Dean of Students. The Student Government Association President shall make recommendations of students who are interested in serving on the Committee for the fiscal year. Appointments are made with the objective of achieving a broad representation of students. At least two of the appointees must be graduate or professional students. Six student alternates should be selected to serve as substitute members for members who are unable to attend. These students should attend all meetings, but vote only as designated by the Dean of Students in place of an absent member. Student members must be enrolled at the time of appointment and remain enrolled while serving on the Committee as required by the GSU Student Code of Conduct.

The three non-student members of the committee are nominated by the Dean of Students and approved annually by the University Senate Student Life and Development Committee. The non-student members may be nominated from the members of the Senate committee, the University Senate, or the faculty and staff at large. This election will occur in the Spring semester for service for the following fiscal year. A representative of the Office of the Vice President for Finance and Administration and the Office of the Provost will serve as ex-officio, non-voting members of the committee. In addition to regular membership of the committee, the Dean of Students may designate certain faculty and staff as non-voting resource persons for the committee.

The Dean of Students, as the chair of the committee, is the presiding officer and convener of the committee, but does not vote. The President of the SGA is the vice chair of the committee and votes only in the cases of a tie vote by the other members of the committee. In absence of the President of the SGA, tie votes are treated as failed-to-pass.

The quorum for all votes of the committee shall consist of six voting members which must include at least four student voting members, ensuring a student majority membership. Proxy voting is not allowed. The chair shall utilize Robert's Rules of Order to recognize motions and to proceed with Committee business that are not inconsistent with these Guidelines, University and Board of Regents policies, or state and federal laws. All motions regarding allocation of funds require a simple majority for passage and shall be recorded using a roll call vote.

Student vacancies on the Committee will be filled by the Student Government Association President in consultation with the Vice President for Student Affairs and the Dean of Students. Non-student vacancies on the Committee shall be filled by the University Senate Student Life and Development Committee upon recommendation by the Dean of Students. Members and student alternates who are consistently absent from meetings will be asked to resign, and will be automatically removed in the event of three consecutive absences.
IV. ALLOCATION PROCESS & FUNDING CRITERIA OF THE STUDENT ACTIVITY FEE COMMITTEE

FEE ALLOCATION PROCESS & FEE COUNCIL/COLLEGE RESPONSIBILITIES

** The Student Activity Fee Committee allocates lump sums to fee councils and colleges. The Fee Councils, which include Arts, Diversity, Media, SGA, Student Bar Association, International Student Association Council (ISAC), Academic Team Council, Honors College, and University-Wide, must have a student majority membership. The Student Activity Fee Committee shall serve as the University-Wide Fee Council. Fee councils report to the Student Activity Fee Committee.

** Colleges receive lump sum allocations based on percentage of enrollment of majors in the preceding Fall semester. Each college receiving funds shall have a student majority committee equivalent to the Fee Councils to allocate their funds.

** The Student Activity Fee Committee provides some general procedural and philosophical guidelines to the Fee Councils and colleges, however the Fee Councils and colleges will have wide latitude in their allocation decision-making. It is expected that these fee councils will hold budgetary hearings during Spring Semester.

** The Fee Councils and colleges shall attend a joint training session with the Student Activity Fee Committee prior to the annual budget hearing process. Fee Councils and colleges will be briefed on Student Activity Fee Committee regulations and university accounting measures. Each council will be required to develop a goal statement and establish meeting protocols. Fee councils are to submit copies of any allocation determinations to the Student Activity Fee Committee within one week of their previous meeting.

** Fee Councils and colleges must notify the requestors of their allocations within one week of making their decisions. Organizations may appeal fee council or college decisions regarding allocation amounts to the allocating fee council or college within one week of notification of the allocation or denial.

** Organizations may appeal Fee Council decisions to the Student Activity Fee Committee only after an initial appeal to the fee council. Appeals to the Student Activity Fee Committee must deal only with policy and procedure issues, not allocation amounts. Appeals to the Student Activity Fee Committee must be submitted prior to the final annual meeting of the Committee.

** Fee councils and colleges shall present their annual budget allocation proposals to the Student Activity Fee Committee on a date determined by the Committee. The Student Activity Fee Committee will approve the annual budget allocations of each fee council prior to May 1 each year.
ALLOCATION FUNDING CRITERIA

** Certain essential services and salary/benefit obligations must be met first. Other programs/services which are designed to be utilized by all will be given first consideration. The Dean of Students shall make an annual presentation to the Student Activity Fee Committee regarding the Essential Services portion of the budget.

** Second priority in funding is given to programs that are designed for all students.

** Third priority is given to programs of special interest groups.

** Then, in non-priority order, budget requests will be reviewed based on the following criteria:

- Past performance and budget management of the organizations requesting funds.
- Programs or services with broad appeal to various constituents.
- Programs and services that serve the greatest number of students.
- 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 maximize the rich legacy of cultural diversity of the institution.
- Programs and services that complement the academic mission of the institution.

** The Student Activity Fee Committee must withhold a minimum of 5% of the total budget for contingency, and decide what to do with that money.

Approved by the Student Activities Fee Task Force, 1998
Revised by the Student Activity Fee Committee, November 12, 2004
Revised by the Student Activity Fee Committee, December 1, 2006
Revised by the Student Activity Fee Committee, November 30, 2007
Revised by the Student Activity Fee Committee, September 19, 2008
Approved by the Student Activity Fee Committee, September 18, 2009
Revised by the Student Activity Fee Committee, April 16, 2010
Revised by the Student Activity Fee Committee, September 17, 2010
Revised by the Student Activity Fee Committee, September 23, 2011
Revised by the Student Activity Fee Committee, September 21, 2012
Student Activity Fee Overview
Most Recently Amended by the Student Activity Fee Committee September 23, 2011

The following are basic guidelines for the expenditure of Student Activity Fee Funds, as approved by the Student Activity Fee Committee (SAFC). These points will assist you in preparing your budget. The first fundamental concept is that fee funds are state funds and generally follow the same restrictions as those placed on revenue from tax dollars, with a few exceptions. Expenditures for items such as food and non-employee student travel are permitted. Purchasing Department guidelines and travel regulations are the same as with state funds.

All fee councils, as well as the college councils, are required to allocate funds with consideration given to the following criteria:

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

The following section of the Board of Regents Policy Manual defines the nature of fee funds and their expenditure:

1. Mandatory student fees shall be used exclusively to support the institution’s mission to enrich the educational, institutional, and cultural experience of students (BoR Minutes, January 2010). 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 (BoR Minutes, 199-2000, p364). (Section 7.3.2.1. Mandatory Student Fees)

State of Georgia laws prohibits the following:

1. No activity fee funds may be expended for "personal use". This includes obvious items, such as a student's rent or power bill, but also includes personal telephone calls made from GSU, clothing, jewelry, books used for classes, magazine subscriptions, and travel expenses, to name only a few examples.

2. No honorarium may be paid to a political candidate seeking public office.

3. No donations to charities, churches, or any non-profit organizations are allowed.

4. All equipment and certain goods and services must be bid by the GSU Purchasing Department.

5. All equipment and materials purchased with fee funds become the property of Georgia State University and must be kept on campus unless authorized in the approved manner for that item.
The University requires the following in regard to the expenditure of fee funds:

1. Anyone who is not a classified GSU employee cannot obligate the university financially. This means that students are not authorized to purchase equipment or services. Students may purchase petty cash items if authorized by the organization’s advisor, who must be a classified staff employee of GSU. (Student assistants are not classified staff). Likewise, students are not authorized to negotiate contracts, bid for services, hire student employees or conduct any financial transactions involving fee funds or other University funds beyond petty cash transactions.

2. All financial transactions must be approved and signed by a classified employee.

3. All transactions, including the purchase of goods, student travel, consultants, and contracts, must follow regular university procedures and policies applicable to fee funds.

4. Administrative regulations concerning the chartering of student organizations are contained in Student Code of Conduct and Policies. Please refer to the following webpage for complete information concerning the chartering process and requirements: www.gsu.edu/deanofstudents

Chartering requirements include the following:

- No student organization may collectively, or through the actions of its individual members, engage in discriminatory, harassing, obscene or indecent conduct.

- Each organization is required to have and maintain an advisor who is a full-time faculty or staff member at Georgia State University.

- Student organizations must follow all rules and regulations related to Student Fee Usage Guidelines. Any organization collecting monies through dues, sale of goods, donations, etc., other than through the Student Activity Fee Allocation Process, must open and maintain a bank account in the name of the student organization and run all of the non-fee money through the account. Only current officers of the organization are allowed to perform transactions on the account.

- Student organizations must cooperate with all reasonable requests for information by the University including, but not limited to, requests to review financial information and records.

5. No university funds or student activity fees may be used for the purchase of alcoholic beverages.
In addition to the above, the Student Activity Fee Committee (SAFC) has established additional restrictions:

1. Any student organization wishing to receive funds from the Student Activity Fee Committee must be a chartered student organization.

2. Fee funds are not to be used for academic departmental costs, such as office supplies, equipment, staff, or faculty.

3. Each student organization must have a staff or faculty advisor. This is, in effect, required for expenditures, as a student is not authorized to obligate the University financially or approve purchases without the approval of a University employee. This advisor must approve all expenditures and is responsible for adhering to these policies and other applicable policies of Georgia State University.

4. Pay of personnel (student assistants, temporary employees, extra compensation, fee based, etc) must be approved by the Student Activity Fee Committee in advance.

5. Unless approved by the SAFC, receiving pay for more than one position in one budget is not allowed. No stipend in a particular budget may exceed the stipend paid to the leader of that organization.

6. Any expenditures incurred by a fee budget which is not allowed by SAFC restrictions will be charged to the department to which the budget reports.

7. The purchase of food is approved only for on-campus events (the campus includes property owned or controlled by the University, e.g., Indian Creek Lodge, Alpharetta Center, Brookhaven Center, Buckhead Center, Henry County Center, Peachtree-Dunwoody Center and Panthersville) such as speakers, concerts, and presentations. The purchase of food for meetings is limited to no more than 10% of the organization’s approved budget or $2,000 whichever is less. The purchase of food for off-campus events is limited to approved travel authorizations and retreats or conferences which are coordinated and presented by Georgia State University staff. Reimbursement for meal expenses for travel under an approved travel requisition is not allowed if the destination is less than 30 miles from the downtown campus of Georgia State University.

8. No fee funding is allowed for permanently assigned rooms or space.

9. Sport Club student organizations cannot use fee funding appropriated by this committee for regular operations for which the organization was formed (e.g., uniforms, equipment, travel).

Approved by the Student Activity Fee Committee December 5, 2003
Amended by the Student Activity Fee Committee November 12, 2004
Amended by the Student Activity Fee Committee December 1, 2006
Amended by the Student Activity Fee Committee September 19, 2008
Amended by the Student Activity Fee Committee April 16, 2010
Amended by the Student Activity Fee Committee September 24, 2010
Amended by the Student Activity Fee Committee September 9, 2011
Amended by the Student Activity Fee Committee September 23, 2011
Fee Council/Colleges
- You will be notified of your FY’2014 allocation amount by the end of fall semester 2012.
- Create a goal statement, establish meeting protocols to review and evaluate funding requests, and create a timeline for your process.
- Funding must be allocated in accordance with the Diversity Fee Council Guidelines and Student Activity Fee Overview documents.
- Student members are appointed by the SGA President and non-student members are appointed by the Student Activity Fee Committee Chair. The Fee Council allocating the funding must be majority students. Student members must be enrolled at the time of appointment and remain enrolled while serving on the Fee Council as required by the GSU Student Code of Conduct.
- Create a letter summarizing your process or procedures (e.g. names committee members, classification of committee members (staff or student), time of process, methods used to advertise fund availability, allocation amounts, and process used to notify student organizations of their funding allocations. Identify all personal services (student assistant wages, GRA, stipends, etc). This letter will be addressed to the Chair of the Student Activity Fee Committee and distributed to the committee during the Fee Council Presentations in the spring.
Student Activity Fee Committee  
College and Fee Council Training  
October 26, 2012

Media Fee Council (Committee on Student Communication)

- You will be notified of your FY’2014 allocation amount by the end of fall semester 2012.
- Create a goal statement, establish meeting protocols to review and evaluate funding requests, and create a timeline for your process.
- Funding must be allocated in accordance with the Student Activity Fee Guidelines and Student Activity Fee Overview documents.
- The Fee Council allocating the funding must be majority students. Student members must be enrolled at the time of appointment and remain enrolled while serving on the Fee Council as required by the GSU Student Code of Conduct.
- Create a budget to be approved by the SAFC. Include the funding amounts for each account: GSTV, WRAS, Signal and New South.
- The budgets for the Signal and New South should include projected revenue estimates for FY’13.
- Create a letter summarizing your process or procedures (e.g. names committee members, classification of committee members (staff or student), and time of process. Identify all personal services (student assistant wages, GRA, stipends, etc). This letter will be addressed to the Chair of the Student Activity Fee Committee and distributed to the committee during the Fee Council Presentations in the spring.
Student Activity Fee Committee
College and Fee Council Training
October 26, 2012

Student Government Association Fee Council

- You will be notified of your FY'2014 allocation amount by the end of fall semester 2012.
- Create a goal statement, establish meeting protocols, and create a timeline for your process.
- Funding must be allocated in accordance with the Student Activity Fee Guidelines and Student Activity Fee Overview documents.
- The Fee Council allocating the funding must be majority students. Student members must be enrolled at the time of appointment and remain enrolled while serving on the Fee Council as required by the GSU Student Code of Conduct.
- Create a letter summarizing your process or procedures (e.g. names committee members, classification of committee members (staff or student). Include the funding amounts for each account: SGA Personnel, SGA Operations, and Student Judicial Board. Identify all personal services (student assistant wages, GRA, stipends, etc). This letter will be addressed to the Chair of the Student Activity Fee Committee and distributed to the committee during the Fee Council Presentations in the spring.
Dear Dr. Rebecca Stout,

Please accept this letter as an explanation of the Academic Team Fee Council's funding process and disbursement decisions for FY13.

Council Composition:
At the time of the FY13 budget allocation decision, the academic team fee council was composed of four academic teams: Mock Trial, Model African Union, Model Arab League, and Model United Nations. Since then, starting at the 2012-13 academic year, the council advertised through the Signal and an email to all fee council representatives that, according to guidelines created by the Student Activity Fee Committee, new academic teams could join the council. At its first meeting of the semester, October 1, 2012, Synthetic Biology became the newest member on the Academic Team Fee Council. In addition to the two representatives that each academic team can field there is also one non-voting, non-student member present on the council. Each team also has alternate council members to ensure that adequate representation at meetings is guaranteed.

Members of academic team fee council: 2012-2013

<table>
<thead>
<tr>
<th>Name</th>
<th>Academic team</th>
<th>Name</th>
<th>Academic team</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alyssa Benson</td>
<td>Synthetic biology</td>
<td>Allison Renyi</td>
<td>MAL</td>
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<td>Latara Northcutt</td>
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<td>Mohamed Mohamed</td>
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<td>Yenipher Delarosa</td>
<td>Mock Trial</td>
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<td>Artavia Napper</td>
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<td>Henry Williams</td>
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<td></td>
<td></td>
<td>Scott Leavitt</td>
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Chair (by unanimous vote at October 1, 2012 meeting): Merhawi Yigzaw
Secretary (by unanimous vote at October 1, 2012 meeting): James Leung

On the following pages you will find an overview of our funding allocation process, an overview of the council's calendar, and select examples of academic team fee council members' achievements and future goals.

The council looks forward to presenting the funding process of the academic team fee council to the Student Activity Fee Committee.

Sincerely,
Jeannie Grusseendorf (on behalf of academic team fee council).
FY2013 Budget Allocation:
In line with the academic team fee council’s rules and procedures, we posted an announcement in the Signal at the beginning of the 2011-12 academic year inviting other academic teams to join the council. No other academic teams approached us at that time. After having been allocated FY13 funding by the Student Activity Fee Committee, we placed an advert in the Signal alerting academic teams that the council was accepting budget request applications. After studying the proposals and hearing presentations, the council decided to allocate its budget in the following manner:

FY2013 Funding Decision:
The Academic Team Fee Council was allocated $136,818.00 by the Student Activity Fee Committee for the 2012-13 financial year. The council decided to allocate its funds in the following manner:

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<th>Name</th>
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<th>Speed code</th>
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<td>Synthetic Biology</td>
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<td>$185,441.00</td>
<td>$136,818.00</td>
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FY2013 Funding Process:
After having advertised to all GSU fee council representatives that the academic team fee council was disbursing funds to academic teams (with an application deadline of March 2, 2012), we held a fee council meeting March 13th to evaluate the budget request applications after each team gave its budget presentation. We had received five applications (one from each of the teams represented on the council; and one new academic team, Synthetic Biology) and the total requested from all four teams came to $185,441.00 (MAL $40,805.00; MAU $47,930.00; MT $27,251.00; MUN $57,780.00; Synthetic Biology $11,675.00). Since that was more than we could disburse it was necessary to hold extensive negotiations and decide on disbursement according to our funding procedures (see below).

The budget allocation was voted on after five hours of negotiations and approved by unanimous decision. The fee council notified all presidents of the academic team fee organizations and their faculty advisors of our decision (pending final budget approval). A new speed code was created for Synthetic Biology to ensure receipt of funds.

Council and Funding Procedures:
In addition to allocation priorities listed in Academic Team Fee Council Guidelines (approved by the Student Activity Fee Committee September 24, 2010); criteria for budget allocation include the following priorities
- conference attendance (registration fees, transportation and lodging)
- competitive conferences take priority over non-competitive conferences
- all conferences take priority over food
- additional points of reference include: number of students served by conference attendance, types of conferences (regional, national, international) efforts of organization to grow; budget management and willingness to negotiate

2
Council calendar:
We will have our first meeting of the new academic year early in the new semester. At this meeting we will establish our calendar for the year. So far, the tentative calendar is as follows:

- **Beginning of fall semester, send out meeting date and include all fee council representatives to advertise that academic teams not currently on fee council can join (invite them to attend our first meeting)**
- **Early fall semester: set calendar for academic year (first week of October 2012)**
  - Mark dates for training by student activity fee committee
  - At the latest, by first week of December fee committee will notify fee councils of their new budget (FY 2014)
- **Following budget allocation by student activity fee committee: advertise in Signal that fee council will accept budget request applications by end of fall or early spring semester (post on Office of Dean of Students’ website)**
  - Accept budget request applications end of fall semester or early spring semester
- **Early spring semester, review budget request applications**
  - Circulate budgets to all fee council members for review
  - Invite all applicants to present their budgets and Hold hearings and determine budget allocation
  - Notify all applicants of decision by notifying organization presidents and faculty advisors
  - Fee committee has to be notified by no later than May 1, 2013
Select evidence of effective use of funds (2011-2012 academic year):

Model African Union:
- For the second year in a row MAU had an award winning performance at the National African Union Conference. Georgia State received more outstanding awards than any other college or university attending the conference (over 30 schools were present). The awards included "Outstanding Delegation Award (Economic Committee)" "Committee Leadership Award: In Recognition of Outstanding Performance (Economic Committee)" and "Committee Leadership Award: In Recognition of Outstanding Performance (Social Matters Committee)."

Model Arab League:
- National Model Arab League Competition in Washington DC (April 2012). Outstanding Delegation Award as well as six Outstanding Delegate Awards and four Honorary Mention Awards. The advocates on the Arab Court of Justice won Honorary Mention Awards and MAL also won the Outstanding Justice Award on that body. In addition MAL won two chair positions for next year’s conference.
- Southeast Regional Model Arab League (April 2012) Outstanding Delegation Award (9th year in a row)
- November 2011: international conference in Cairo, Egypt: 4 best Delegation awards

Model United Nations:
- 2012 Paris International Model UN Conference (May 18-20, 2012). Best Delegation award, and eight individual awards, including two Best Delegate; five Outstanding Delegate awards, and Honorable National MUN competition in New York (April 1st – April 5th). Top award (Outstanding Delegation Award; 6th consecutive year).
- The GSU Model United Nations Team participated in its first overseas Model UN conference between (March 5th and 9th 2012) in Turkey (MUNTR) competing against schools from Europe, Asia and the Middle East. GSU represented Russia, Cape Verde and Turkey (representing Turkey at a conference in Turkey was a special challenge). 7 Outstanding Delegate Awards; 3 Honorary Mention Awards. Best Judge Award on International Court of Justice and Honorary Mention Award on the historical Security Council (representing the USSR in 1948)
- Southern Regional Model United Nations Conference (November 2011): 2 Distinguished Delegation Awards and one honorable mention award. 12 Delegates won outstanding delegate awards

Synthetic Biology
- Summer 2011: 2nd Successful participation at IGEM (International Genetically Engineered Machines) Jamboree, a world-wide synthetic biology challenge at the Massachusetts Institute of Technology
- During the 2012 IGEM competition held in Pittsburgh, PA, Synthetic Biology's IGEM team competed against some of the biggest schools on the east coast including MIT, Yale, Harvard, Duke, etc. Although GSU’s team did not place in any of the categories, the judges praised their project. Current preparations for the Regional IGEM competition are going to help Synthetic Biology advance to the national championships
Proposed plans for 2013-14 academic year:

**Competition attendance:**
MAU schedule of conferences this year is as follows:
- Southeast Model African Union: November 8 - 10
- International conference: May 2013 (Dates haven't been released yet)

**Synthetic Biology:**
- iGEM regional and national competitions/championships
- Georgia State University Research Conference
- Georgia Tech Research and Innovation Conference

**Mock Trial:**
- MTSU Mock Trial competition: November 9-10, 2012
- Georgia Tech competition: January 26-27, 2013
- Regional competition: February, 2013 TBA

**Model United Nations:**
- Southern Regional Model United Nations, Atlanta
- National Model United Nations, New York City
- International Model United Nations, location to be determined

**Model Arab League:**
- SRMN, Atlanta (Fall 2012)
- Cairo International Model Arab League Conference, Egypt (Fall 2012)
- Southeast Regional Model Arab League, Spartanburg, SC (Spring 2013)
- National Model Arab League, Washington DC (Spring 2013)

**Campus events open to GSU student body**
- These are organized either by individual academic teams or by several academic teams collaborating (with each other as well as with outside organizations relevant to an academic team’s purpose; e.g. World Affairs Council of Atlanta, CARE, etc.)
- These events are open to all students whether they debate at conferences or not. They serve a very useful purpose of bringing to life the issues discussed at our simulations (conferences) and they have become a useful tool for increasing membership as well as engage in outreach to the larger GSU community.

- **MAU**
  - Through affiliation with OAASS&P MAU makes presentations during the monthly OAASS&P First Friday event where current issues in Africa and their global relevance are discussed
  - November 2012 - Event (presentation and discussion) centered around key issues raised at the different committees at the MAU conference and their global effect
  - February 2013 - Pan-African event for Black history month
March 2013 - Meet and greet with feedback from Global Peace Convention; open forum topics:
“The situation in Mali and global implications of Islamic extremism in Northern Mali and the Sahel region”; and “Africa and Foreign Aid”

- Other teams:
  - Mock Trial is planning to hold information sessions about careers in law as well as “teach-ins” about Mock Trial competitions (participation in Mock Trial is not only useful for those wishing to attend law school but generally provides students with a good understanding of legal proceedings and helps them hone their public speaking skills; something that are relevant to all students)
  - Synthetic Biology is planning to participate in student organization fairs to increase awareness of Synthetic Biology club; wants to write about experience of participating in synthetic biology in Signal and through Journal Club and is considering outreach events to local area middle and high schools (BioBus program)
  - Similar to last academic year’s outreach, academic teams will collaborate to offer lecture panels and events to the larger student body as a way of disseminating information about the topics addressed at conferences that have larger relevance to student learning (e.g. Model Arab League Cairo conference attendees held student led forum to report back to GSU body about Arab Spring developments in Egypt)

Implications of future funding changes

In light of current economic conditions, we understand that future budget decreases are a real possibility and in the event that the academic team fee council receives less funding for FY 2014, each team is prepared to reduce their overall spending needs while also looking for alternative/additional funding sources through e.g. raffles, bake sales and collaborative efforts through community outreach. However, a cut in funding will affect the number of students the various academic teams can take to conferences and competitions as well as negatively affect the number or size of events we can stage. This is already an issue at current funding levels as reduced budgets have resulted in each organization covering only travel, registration and other conference materials with many other components becoming the responsibility of individual student participants (e.g. food, local transportation at place of conference, and other incidentals); more cuts would certainly result in each student participant having to carry a greater cost burden.

Moreover, it should be pointed out that the GSU wide impact of the teams’ activities should not simply be measured by the number of students actively participating on these teams. Instead it should be noted that continued participation with increasing number of awards won across all teams has a positive effect on the academic reputation not just of those teams and their supporting programs but of the university as a whole. Further cuts in funding for academic teams would make continued success much more difficult. To see examples of university-wide interest in academic teams, see the enclosed stories printed in university papers, newsletters and on web pages (examples of these will be brought in hard copy to the student activity fee committee meeting).
Additional procedures:
The council shall have a chair which will have:
Responsible of the Chair:
1. The chair is in charge of recognizing members for procedural motions.
   a. Motions are confined to Roberts Rules of Procedure.
2. The chair must recognize all motions
   a. If the committee feels motions are being made to stall the efforts of the committee, a member of the committee may put forth a motion to limit procedural debate in relation to those respective motions. The motion to limit procedural debate must be approved by 2/3rds of voting members present.
3. The Chair maintains their voting rights as a member of this committee while operating as the chair.
4. In the situation of a tie vote, if the chair the chair has already voted they may not vote twice, therefore they may refer the tie breaking vote to the non-student member of the committee

And be appointed by:
Chair Appointment:
A. The Chair shall be elected by a simple majority at the first scheduled meeting of each academic semester and shall remain chair until the end of that academic semester
B. A sub-chair shall be elected by a simple majority in the event that the chair is unable to attend
C. The chair and sub-chair cannot be representatives from the same academic team, additionally, the chair may not come from the same academic team in consecutive terms
D. A chair maybe removed by a 2/3rds vote of all those present, in the event the chair is removed a new chair maybe elected by a 2/3rds majority pursuant to the above stated rules contained in sub-clauses A-C.

The council shall have a secretary:
Responsibilities of the Secretary:
A. The Secretary shall note the proceedings of the meeting
B. Additionally, the secretary shall be responsible for emailing and contacting all members and alternates about the next scheduled meeting time and place and shall be responsible for forwarding all pertinent documents and information relating to the meetings

The Secretary shall be appointed by:
Secretary Appointments:
A. The Secretary shall be elected by a simple majority at the first scheduled meeting of each academic semester and shall remain chair until the end of that academic semester
B. A temporary secretary shall volunteer in the event that the secretary is unable to attend

The responsibility of the non-student member shall:
Responsibilities of the Non-student member:
A. To break ties when a vote is referred to them by the chair
B. To oversee and make sure all votes are counted equitably
C. To contribute to both substantive and procedural discussion and language

Guidelines for spending:
All excess funds following the allotment for the specific purpose of covering academic competitive conference expenses must remain in the academic council general budget.
Any organizations part of the academic team fee council must show just cause to the academic council voting members to receive excess funds that remain in the academic team fee council general budget.
Any access funds below $1,000.00 that are in the requested budget of any organization of the academic team fee council can be used at the discretion of the organization.
Any organization(s) whose total excess funds equal $1,000.00 or more must show just cause to all voting members of the academic team fee council. In the instance where the requesting of excess funds happens three or more times, the organization(s) responsible will be penalized at the discretion of the academic team fee council.
STUDENT ACTIVITY FEE BUDGET REQUEST
Academic Team Fee Council
Chartered Student Organizations Form
FY 2012 (July 1, 2012 – June 30, 2013)

Application Must Be Typed

Please note: you can add space where necessary but DO NOT CHANGE THE FORMAT SO THAT THE COMMITTEE MAY EASILY LOCATE FACTS AMONG THE MANY FORMS THEY WILL REVIEW

NAME OF CHARTERED STUDENT ORGANIZATION

INDICATE THE NUMBER OF YEARS YOUR ORGANIZATION HAS BEEN AN OFFICIALLY CHARTERED STUDENT ORGANIZATION AT GEORGIA STATE UNIVERSITY ________ years.

NAME OF ACADEMIC/UNIVERSITY DEPARTMENT WITH WHICH YOUR ORGANIZATION IS AFFILIATED

TOTAL REQUEST FOR FY 2013 $________________________

GSU ACCOUNT NUMBER OR SPEEDTYPE (If an existing account) ____________________________

STUDENT OFFICER SIGNATURE ________________ DATE ____________________________

STUDENT OFFICER NAME ___________________ TITLE ____________________________

STUDENT OFFICER’S PHONE _______________ EMAIL ____________________________

ADVISOR’S SIGNATURE ______________________ DATE ____________________________

ADVISOR’S NAME __________________________

ADVISOR’S PHONE ___________________ EMAIL ____________________________

OFFICIAL CONTACT EMAIL ADDRESS __________________________

HAS YOUR TEAM ATTENDED ANY CONFERENCES IN THE PAST YEAR?
  regional ☐ national ☐ international ☐ (Please, tick all that apply)

DOES YOUR TEAM INTEND TO ATTEND ANY CONFERENCES IN THE COMING YEAR?
  regional ☐ national ☐ international ☐ (Please, tick all that apply)

Please see next page for instructions.
1. Attach a one-page description of your student organization, including
   a) information about its purpose, number of members, current budget (how much funding did you
      receive and from whom during FY 2011), services provided to students (conferences attended,
      etc.), dues or revenue collected, and funding received from outside sources.
   b) how many students you anticipate will be members in FY 2012 and many you expect to attend
      your respective conferences

2. Attach a one-page description of how your organization has expended its SA Fee funding for fiscal

3. On page 3 of this application, type a narrative summary of your financial request for fiscal year 2012
   (July 1, 2011 – June 30, 2012). Explain the programs or services you wish to provide to students of
   Georgia State University. (If your organization is not open to all students, explain why.)

4. On page 4 of this application, list the subtotals for each category of spending requested for fiscal
   year 2012. Please ensure that the subtotals and grand total match the narrative summary of your
   request on page 2. Completion of page four is required to be considered for funding.
Below, type a narrative summarizing your financial request for fiscal year 2012 (July 1, 2012 – June 30, 2013). Explain the programs or services you wish to provide to students of Georgia State University. Additionally, provide a description of academic team conference(s) in which student attendance would be subsidized by Academic Team Fee Council funding, and any other foreseeable expenditures not listed.
**SA Fee Budget Application – Academic Team Fee Council - FY 2013 – Page 4 of 4**

**This page must be completed and typed to receive funding**

NOTE: Under description please provide examples of purchases which will be made related to the Itemized areas i.e. Promotional Items: (T-shirts, hats, key chains, etc.)

<table>
<thead>
<tr>
<th>Non-Programming Services</th>
<th>Description</th>
<th>Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Non-event Printing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Non Programming Food</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Non-Programming Cost</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Programming/ Publicity/ Event Supplies Speaker / Presenter/ DJ Cost etc.</th>
<th>Description</th>
<th>Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Promotional Items</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Event Printing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Postage</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Programming Equipment</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. Room Charges</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6. Event Food</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7. Fees or Honorariums</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8. Transportation</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9. Hotel Expenses</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Programming Cost</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**OFF CAMPUS STUDENT TRAVEL:**

(Feel free to expand and/or copy the following tables as necessary for your team's budget proposal)

Name, date and location of conference/convention _____________________________

Number of students attending ________

<table>
<thead>
<tr>
<th>Travel</th>
<th>Description</th>
<th>Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Airfare/Transportation</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Registration Fees</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Lodging</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Meals</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. Faculty Advisor</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Travel Cost</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Personal Services</th>
<th>Description</th>
<th>Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Student Assistants</td>
<td>Number SA(s) if applicable</td>
<td></td>
</tr>
<tr>
<td>2. GRAs</td>
<td>Number GRA(s) if applicable</td>
<td></td>
</tr>
<tr>
<td>3. Stipends</td>
<td>Who are stipends designated for if applicable</td>
<td></td>
</tr>
<tr>
<td><strong>Total Personal Services Cost</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Expected revenue**

<table>
<thead>
<tr>
<th>Description</th>
<th>Estimated revenue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Please give details (dinner, fundraising, etc.)</td>
<td></td>
</tr>
</tbody>
</table>

**OTHER:** (Please include details in financial request summary)

Total Other $________

**GRAND TOTAL:** expected expenses minus estimated revenue $________
College of Arts and Sciences Fee Council Presentation for FY2013
October 23, 2012

The following is a summary of the College of Arts and Sciences, Student Activity Fee Process:

**Advising Methods:**

- In April of each year, Organization Advisors, Department Chairs and Business Managers will be notified via email of the deadline to submit budget requests for the up and coming fiscal year. The email will include the budget request form. Also, the application process is available on our College of Arts and Sciences, Spectrum Plus Talk website, please see Attachment A for the College’s Student Activity Process as it appears on our website. http://casinet.gsu.edu/spectrumplustalk/Admin/StudentActivityFees/tabid/126/Default.aspx

- Budget requests are due on the 1st (first) business day of May each year. Late applications will only be accepted with an appropriate justification.

- Each organization applying must be a chartered organization at Georgia State University to be eligible to receive funds of any kind from the College of Arts and Sciences or the University. No unchartered organization will receive funding.

- All budget request forms submitted by the deadline will be reviewed by the College of Arts & Sciences Student Activity Fee Committee, which is a student majority committee also comprising of college faculty.

**The following are our committee members:**

**Chair:**
Annette Cash

**Faculty:**
William Walthall

**Students:**
Jacob Moore
Brittany Brown
Joseph Schulte
Megan Moore
Shantel McPhillip
Yennhi Hoang Luu

Modern Classical Languages
Biology
Philosophy
Philosophy
Political Science
Philosophy
Modern Classical Language
Philosophy

- The committee’s job is to receive a copy and review budget requests and delegate funds to organizations by July of that year.

**The following are the criteria the committee used to allocate funds to each organization:**

- Student Organizations need to fund at least some part of their activities through fundraising, dues, or other forms of income not directly related to the University.

- Student Organizations need to have continuing and, preferably, growing memberships. The Student Organizations must show that a majority of their members are active in organizational events.
- The committee looks for genuine student enriching activities in the previous and upcoming year. It is a very serious matter when previous year’s funding is spent on activities that the Student Activity Fee Committee does not find ‘enriching’ (multiple parties, mixers, gratuitous amounts of food, etc).
- If the ending balance for the organization is more than 10%, this will determine the funding for the next fiscal year. The organizations future funding is determined by how the budget is managed.
- New organizations are given a set amount of $800.

**Process used to notify student organizations of their funding allocations:**

- In July, the Organization Advisor, Department Chair and Business Manager will be notified by email of the award allocated to the organization. The funds will also be transferred to the particular organizations Georgia State University student activity fee account which will be accessible to the student organization leaders.
- Throughout the year the Advisor, Department Chair, and Business Manager will be reminded that the funds need to be expended by the fiscal year end, the following May. This is very important and should be kept in mind throughout the fiscal year.

**Listing of student organizations who applied for funding and their allocation amount.**

Attachment B shows a listing of the student organizations who received funding allocations for FY 2013 and the amount of active members. Our student activity fee process will start for FY 2014, in May of 2013.
<table>
<thead>
<tr>
<th>Account Number</th>
<th>Steprype</th>
<th>Name</th>
<th>Advisor</th>
<th>Department</th>
<th>FY2013 Budget Request</th>
<th>FY2013 Budget Allocation</th>
<th>FY2013 Number of Members</th>
<th>Remaining Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>1234567890</td>
<td>Student Activity - Athletics</td>
<td>University</td>
<td>John Doe</td>
<td>Finance</td>
<td>$45,000.00</td>
<td>$50,000.00</td>
<td>100</td>
<td>$5,000.00</td>
</tr>
<tr>
<td>2345678901</td>
<td>Student Activity - Student Life</td>
<td>Student Council</td>
<td>Jane Smith</td>
<td>Sociology</td>
<td>$30,000.00</td>
<td>$35,000.00</td>
<td>200</td>
<td>$5,000.00</td>
</tr>
<tr>
<td>3456789012</td>
<td>Student Activity - Arts</td>
<td>Arts Council</td>
<td>Michael Johnson</td>
<td>Art History</td>
<td>$20,000.00</td>
<td>$25,000.00</td>
<td>150</td>
<td>$5,000.00</td>
</tr>
<tr>
<td>4567890123</td>
<td>Student Activity - Technology</td>
<td>Technology Council</td>
<td>Sarah Thompson</td>
<td>Computer Science</td>
<td>$15,000.00</td>
<td>$20,000.00</td>
<td>100</td>
<td>$5,000.00</td>
</tr>
</tbody>
</table>

New Organizations:
- Student Activity for a Sustainable Drug Policy: $2,500.00
- Young Democrats of Georgia State University: $2,500.00
- Alpha Omega Chapter of Sigma Phi Epsilon: $2,500.00

Ending Balance:
- $413,500.00
- $119,173.00

Total Active Students: 2,144
Bullet point #3 - If we were given additional funding, these are the programs that we would propose:

1. Budget and Planning training classes – this would assist the organizations in managing their accounts. This training would include expenditure review training.
2. Quarterly meetings – this would add value for the College of Arts and Sciences to better understand the organizations challenges. We have numerous organizations and we would in our quarterly meetings brain storm so other organizations could gain ideas and experiences from other organizations. This would also encourage the organizations to work together for the goal of enhancing the GSU community.
3. We would give more funding to those organizations that demonstrate their need for extra funding to complete their missions and goals for their organization. We receive request for funding that way exceed what we are given. The organizations that we fund do exceptional work not only on the GSU campus, but in our community as well.
4. We would be able to fund more organizations. There are several new organizations that requested funds from the College of Arts and Sciences.

Bullet point #4 - If our funding was decreased, the programs that we would decrease would be:

1. Reduce every organizations funding by 10%.
2. Reduce funding for travel and conferences for the organizations.
3. The College would not be able to fund new organizations. This year we had to turn away several organizations.
4. If funding is decreased we would have to reevaluate the criteria for funding. We would have to look at rather to fund the larger organizations as opposed to the smaller organizations. Or drastically cut funding for larger organizations to fund the smaller organizations.
5. Less collaboration between student organizations due to budget reduction. The organizations will not be able to advertise to recruit members for their organization.
6. Reduce the budget on supplies needed for training and meetings. These meetings and trainings can be helpful in the management of the organizations budget.
7. Eliminate refreshments for our meetings.
Memo

To: GSU Student Activity Fee Committee  
From: Mary Colleen Joyce  
CC: Shantavia Reed  
Date: 10/24/2012  
Re: Student Activity Fee Committee Meeting

Dear Committee Members:

Attached are the items you requested in preparation for the activity fee meeting on October 26, 2012 at 2:35pm.

Please let us know if you need any further information.

Regards,

M. Colleen Joyce
Student Activity Fee Committee Meeting

Friday October 26, 2012 2:30pm

460 University Center

Robinson College of Business

FY 2013 Fee Funding Allocation Description:

1. Once the college received the amount it was allocated ($66,014) from the activity fee committee, the student organizations primary contact person and academic advisor were notified by email of the amount allocated and a budget from each organization was requested.

2. The fee council was selected from the primary contacts (usually the president and /or treasurer) in each organization and invited to serve. The council members that responded to the invitation were notified by email of the meeting date, time and location to allocate the funds the college received. The fee council consisted of 16 students and 3 staff facilitators. To assist in their decisions, each council member received a copy of the budgets for the RCB student organizations requesting funding. The criteria for funding was based on a organization representatives attendance at the allocation meeting, whether or not the organization was new, the number of members, How the funds were used in prior years, and FY ending balance compared to allocation received.

3. To assist in compiling an answer to the questions of what we would do about our programs and activities if our funding was increased or decreased, we emailed the fee council to get their suggestions to these questions. Their responses are as follows:

Sport Management Assoc.:

1. Upon receiving increased funds, SMAC would begin outreach programs to alumni of the Sport Administration graduate program. As part of this effort, we will also hold networking and career-oriented events. These events and networking opportunities will connect our current students to alumni of our program and get them great connections for when they begin job searches.

2. We would be forced to cut orientation programs at the beginning of the semester that introduces our new students to the current students and faculty as well as alumni. This programming would be hurtful to our organization because our new students would not have the same informal introduction to the current students and faculty that other students benefitted from.
International Business Association:

1. If IBA could receive additional funding, we would love to arrange company visits with transportation fees covered by the funding so that more student can learn International business in real industry.

2. If IBA funding decreased, we probably will hold fewer speaker engagements.

Future Healthcare Executives:

Given that my organization is a graduate student organization, many of the events that we participate in involve expensive fees and/or travel. With that said, decreased funding would significantly hurt our ability to participate in professional development events and activities which is our sole purpose. Please see below for specific examples to your questions.

1. Additional funds would be used to send students to local, state and national professional meetings to network. Fund our charitable health fair for the uninsured. Increase the number of professional speakers. Provide seed money for Toast Masters chapter for graduate students.

2. Funding cuts would decrease the opportunity to participate in case competitions, local and national meetings, and executive leadership guest speaker events.

National Society of Minorities In Hospitality:

1. If we were to receive additional funding, we would have more members attending our regional/national conferences where students would have the opportunity to network, attend educational seminars relating to their field of interest(s), and build lasting relationships with Fortune 500 companies for employment.
   In addition, that additional funding would go towards marketing to let students know about how great the hospitality industry is. I am surprised about how little students know or misconceptions they may have about the 2nd largest employer.

2. We are working at the bare minimum budget that has been allocated to NSMH in the last couple of years. We cannot afford to cut out any activities but if we had to, I would probably cut out our end of the year banquet and snacks provided for our monthly general meetings.

AIS:

1. If we have more funds, we will organize more events for the students. We will conduct Student-Presentation competition for students and give more worthy gifts.

2. If we have less funds, we might have to cut one of the speaker events that we arrange for Students and also we might have to cut our Marketing Merchandise which will result in attracting less number of students.
American Hotel & Lodging Assc.:

1. If we received additional funds, we would participate in additional marketing of our student chapter on campus. We would also be able to send additional involved students to the conference in New York.

2. Without funding, we would not be able to send students to the annual association conference in NYC. It not only provides students with excellent networking opportunities, but also offers numerous breakout sessions and informational meetings.

Delta Sigma Pi:

1. If Delta Sigma Pi were to receive additional funding, we would be able to send more Brothers to our educational leadership conferences which happen every semester. Currently our members have to pay out of pocket for travel, registration and/or hotel expenses because we do not have funding for everyone and everything. We would also be able to host and promote for bigger and better professional events that are open to the campus to educate Georgia State’s students.

2. If our funding were to decrease, then the professional education and development of our members would also decrease. Brothers would not be able to be reimbursed for conference registration fees which means attendance would go down. Our recruitment and special events that the chapter hosts for the campus would also suffer because there would be no budget for these events.

Robinson PhD Fellows:

We would want to keep the same amount of funding - not more not less because we are able to manage our budget aptly.

The Finance Society

The Finance Society has worked diligently this past year for the benefit of all our members to provide the greatest networking opportunities available. We feel that in order for The Finance Society to continue to work for all of our members we cannot take a reduction to our Student Fee Allocation. Let the record show that we have used all of our alloted funding in recent years, as well as additional funding from our members. Our organization allows our members to network, attend social gatherings, and actively learn about the different areas of finance. With that said, we shall offer the Student Activity Committee answers to 2 questions regarding funding for the 2013-2014 school year.
1. If the Finance Society were to have our funding increased, we would be able to collaborate on future events with organizations in the Robinson College of Business (RCB) and take our members to another conference during the fall semester. Our current funding allows the Finance Society to provide its members only opportunities in the finance field. If the Finance Society were to receive additional funding we would be able to collaborate with organizations such as The Real Estate Club and Beta Alpha Psi to enhance the experience of members across all RCB organizations. Furthermore, we are actively looking for local conferences that more of our members could participate in during the fall semester. Currently there are only 4-6 student slots for the GAME conference in New York and we would like to expand this number by attending a local conference during the fall semester.

2. If the Finance Society were to have their Budget Cut, we would have to cut our programming from the 8 events in the Fall Semester of 2012 to 6 events or fewer. We have attempted to work with the Real Estate Club to coordinate meetings and guest speakers for both organizations, and budget cuts in the future would hinder the ability of our organization to do so. We do not believe it is in the best interest of the committee, nor the council members to cut our funding for our yearly trip to New York. There, RCB students represent Georgia State in Quinnipiac's Global Asset Management (GAME) Conference and gain valuable experience in investment management. This conference is essential to the growth and success of the of the Portfolio Management Team at Georgia State.

The Finance Society would like to thank all of you for your time and we hope that our concerns over funding have been adequately answered for you.
## FY 2013 Allotment Amounts

<table>
<thead>
<tr>
<th>Organization</th>
<th>Requested Amt.</th>
<th>Allotted Amt.</th>
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*No budget Submitted*
March 30, 2012

To: Rebecca Stout, Ph.D.
Georgia State University
Associate Vice-President for Student Affairs & Dean of Students

From: Courtney Burton, M.S.
Institute of Public Health
Chair, Student Affairs Committee

Re: FY2013 Allocations

The Institute of Public Health (IPH) Student Affairs Committee met on February 15, 2012 to allocate funds for the first time as a free-standing unit in Georgia State. The committee is made up of the following members:

IPH Student Affairs Committee Members, AY2011-2012 IPH

<table>
<thead>
<tr>
<th>NAME</th>
<th>CLASSIFICATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Courtney M. Burton, M.S., Chair</td>
<td>Academic Professional</td>
</tr>
<tr>
<td>Colleen Blanchard, M.A., Ex-Officio</td>
<td>Business Manager</td>
</tr>
<tr>
<td>Lindsay Gressard, MED</td>
<td>MPH Student</td>
</tr>
<tr>
<td>Shannon Self-Brown, PhD</td>
<td>Associate Professor</td>
</tr>
<tr>
<td>Christine Stauber, PhD</td>
<td>Assistant Professor</td>
</tr>
<tr>
<td>John Steward, MPH</td>
<td>Academic Professional</td>
</tr>
</tbody>
</table>

All members were present at the February meeting except for Dr. Christine Stauber who was later briefed on the committee’s charge. At the present time, IPH has only one chartered student organization, which is the Public Health Institute Student Association (PHISA). PHISA submitted its FY2013 request to me on January 11, 2012. PHISA’s budget proposal for FY2013 was $3,110 and was based on incremental increases in prior fiscal years. IPH was granted $1358.00 by the Student Activity Fee Committee on January 4, 2012. Since there was such a marked drop in PHISA’s fee allocation because of the dissolution of the College of Health & Human Sciences, I made an inquiry (attached) regarding a possible appeal of the amount, but to my knowledge I never received a response.
PHISA’s budget proposals as part of CHHS, FY10-12 & fee proposals as a standalone unit, FY13

<table>
<thead>
<tr>
<th></th>
<th>FY2010</th>
<th>FY2011</th>
<th>FY2012</th>
<th>FY2013</th>
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<td>$2,120.00</td>
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<td>$1,358.00*</td>
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*Note: FY2013 is the first fiscal year that IPH’s fee allocation from SAFC was based on its new standalone status.

Subsequently, the Institute’s Student Affairs Committee allocated the entire fee amount ($1,358.00) to PHISA. PHISA board members were notified via e-mail regarding the allocated funds.

REPORT AMENDMENT – 10/23/12

Responses to Student Activity Fee questions:

- If you were to receive additional funding, what new programs or activities would your fee council propose to initiate?
  - The mission of PHISA to develop programming that provides outreach to the community, professional development and support, academic enrichment, and social engagement with faculty, students and alumni.
  - More funding would allow IPH to expand this programming for the benefit of the Institute and the larger university community.

- If your funding decreased what programs or activities would your fee council cut?
  - Decreasing the funding any further would significantly hamper the programming that students have come to enjoy and expect from PHISA. It would likely affect our ability to sponsor Grand Rounds & Lunch & Learn workshops.
October 2012

To: Student Activity Fee Committee
From: Byrdine F. Lewis School of Nursing and Health Professions (BFLSNHP)

1. Description of how the college allocated its ongoing FY’2013 funding

The BFLSNHP allocated $20,227 to 4 chartered student organizations. The allocations are as follows:
- Respiratory Therapy (RT Club): $2,520
- Nutrition Student Network (NSN): $1,900
- Rho Tau (Physical Therapy): $4,807
- Nursing Students at Georgia State (NSGS): $11,000

The BFLSNHP has a Student Services Committee that consists of three (3) faculty members: the Associate Dean for Academic Affairs; one (1) faculty member elected from the School of Nursing and one (1) faculty member elected from the Division of Health Professions. There are 6 student members: two (2) undergraduate and two (2) graduate students from the BFLSNHP; and two (2) student alternates from the BFLSNHP, one from an undergraduate and one from a graduate program. Students serve one term, however there is no term limit. Students are nominated by faculty and approved by the faculty in the BFLSNHP. The chair of the Student Services Committee is a faculty member who serves as the liaison between the student organizations in the BFLSNHP and the Student Activity Fee Committee. The chair provides information about the available funds to the students members of the committee.

The Student Services Committee meets a minimum of three times a year: one meeting during Fall semester, and two meeting in Spring semester. The fall meeting is to discuss fee policies and to review the budgets. In the spring, the student members request budgets from the four chartered student organizations for the next academic year. During the two spring meetings the students request proposed budgets, review the budgets, and decide how to allocate the funds. For the FY’2013, the student members decided that each organization would receive approximately $35 per student enrolled in courses in each school/division/department (Nursing, Respiratory Therapy, Physical Therapy, and Nutrition).

2. If the organizations were to receive additional funding, what new programs or activities would the fee council propose to initiate?
   a. Community outreach would be increased, such as involvement in more health fairs.
   b. Provide opportunities for a greater number of students to attend professional meetings.

3. If your funding decreased what programs or activities would the fee council cut?

All of the organizations agreed that attendance at professional meetings would be decreased.
III. Fee Council/College Presentation and Training
(Attachment 8)

Arts Fee Council
FY13 Recommendations to the
Student Activity Fee Committee
30 March 2012

Committee Membership

Rachel Chamberlain, Student, College of Arts & Sciences
Serafina Furgiuele, Student, College of Arts & Sciences
Candice Greathouse, Student, College of Arts & Sciences
Dylan Phillips, Student, College of Arts & Sciences
Anna Tucker, Student, College of Arts & Sciences

David Cheshier, Chair, Department of Communication
Dwight Coleman, Director, School of Music
Joe Peragine, Associate Professor, Welch School of Art & Design

Selection Criteria

Students and faculty members were invited from each of the Academic Units on campus
connected to academic degree programs in the fine and performing arts, and to extracurricular
programs connected to full time faculty coordination. The membership process was organized to
assure that the majority of the committee consisted of enrolled students.

The heads of the Communication Department, the Welch School of Art and Design, and the
School of Music were responsible for the selection of the faculty and students from their
respective units.

Procedures

An email was sent by the Chair of the Arts Fee Council (David Cheshier) in February to the
heads of the School of Art and Design, to the School of Music, and the Department of
Communication, notifying them of the deadlines of proposal submissions and the date for Arts
Fee Council Hearings, and also to the officially listed advisers for all groups that have
traditionally sought funding from the Art Fee Subcommittee. The email stressed the urgency for
each unit head to inform the student organizations affiliated with their units of the relevant
submission dates, reviewed the major regulations governing the expenditure of student fee
monies, and also addressed the public record implications of the budget hearing process. Several
groups made contact with Cheshier independently, and all chartered groups who did so were also
invited to submit budget proposals to the subcommittee. Midyear FY12 budget requests were
also solicited.

Hearings were held on March 23, 2012. Student groups gave a presentation of their proposal
requests and answered questions from council members. Groups who made presentations
included the Art & Design Gallery, the Art Student Union, the GSU Bands, GSU Choruses,
the Opera, GSU Debate Team, the GSU Film Society, GSU Dance Ensemble, the Jazz
Band, the Performing and Visual Arts Council, the Symphony Orchestra, Dancers on
Pointe, the National Band Association student chapter, the African American Film
Alliance, and the dance organization Quiet Storm.
The Council accepted all proposals that were received on or before March 16, 2012. It did so in the interest of making sure as many groups as possible had the opportunity to apply for student funding, although several groups had actually met the globally posted general Student Activity Fee deadline for budget submission.

After presentations, the Council discussed all proposals and came to a consensus on the recommendations given in this document. After doing so, Dr. Cheshier collected all notes taken, and they have been organized for submission in their entirety to the university Student Activities staff.

**Context & Decision Criteria**

Members of the committee appreciate the budgetary and economic challenges facing enrolled students at public colleges and universities, and in the context of difficult recent fee and tuition increases were delighted that the Arts Fee allocation was again not reduced in this funding cycle. The allocated amount allows groups to continue to sustain the tremendous gains possible across the board for associated groups. Given considerable continuing growth in energy, student membership, programming and outreach, of course, the committee also faced urgent and well justified requests that could not be granted, a source of disappointment, to be sure.

*On behalf of all the student groups applying, I wish to again express gratitude to the student fee committee and to the university staff who have helped them to shepherd the recent fee proposal through the approval process.*

As we have done for the last several years, the Art Fee Council prioritized proposals from groups showing a strong track record of organizational leadership, who laid out clear and reasonable priorities for proposed expenditures, had responsibly expended FY12 monies, and whose programming reached and benefited the broader university community. Proposals specifying activities that would reach and bring credit to the university in broader regional, national, and community service contexts were also prioritized. The committee also looked to see whether historical funding levels were keeping pace with each group’s record of activity expansion or reductions in programming. After hearing testimony from all groups, the subcommittee started its deliberations by focusing on proposals made by relatively young organizations (which this year resulted in discussion, for instance, of a proposal made by Quiet Storm).

The **African American Cultural Performing and Visual Arts Council** was founded in 2009. PVAC has demonstrated a strong ability to provide on-campus training and programming. The committee was impressed by their work and the strong case they made during their presentation for funding. The committee concluded that growth in other organizations required a slight decrease (this given surging memberships in the art and music groups), which will reduce their budget to $3,000. The committee expressed the hope that it would be able to allocate greater amounts as the organization’s good work continues. The Council is also recommending a $500 FY12 midyear supplement. A related request from the **African American Filmmakers Alliance** impressed the committee as well; as a new group, the Council recommends a $500 midyear allocation and a $500 FY13 budget.
The committee received a request from a reconstituted film society. In FY11 they were awarded $528, and then were zeroed out in FY12 (no proposal submitted). A request was made for FY13, but no organizational representative showed up at the hearing having scheduled a slot, and so the committee concluded to continue at zero.

The committee spent some time considering requests from three dance-related organizations, Dancers On Pointe, Quiet Storm, and the GSU Dance Ensemble. Dancers on Point had received funding from this mechanism in years past that was phased out three years ago in the committee about the stability of organizational leadership. There had also been concern, which has now been addressed, that DOP was simply using student fee money to pay for competition fees and then student members were pocketing the prize money. In the year past, the committee was pleased to learn that prizes now won are reinvested in the organization or to charity. The leadership team that presented to the Art Fee Council was energetic and clearly committed to organizational growth and development. Despite these positive trends, the committee is not recommending an allocation to either Dancers on Point nor Quiet Storm – the committee’s sense was that prize winnings, for now, provide the resources necessary for organizational maturation, and that other groups simply presented more urgent requests for support. Quiet Storm is doing valuable mentorship work, but the view was that the track record is not yet sufficiently sustained to justify a budget award in this cycle of review.

We are recommending a $500 reduction of the $2000 allocated last year to the Dance Ensemble. The funding recommendation does not reflect any negative judgment about the programming of the Dance Ensemble but rather the dramatically more urgent and curricularly connected challenges faced in the music and art areas. Absent a curricular foundation in a degree-granting dance program, the committee felt the other programs’ case was more compelling.

The principle and most difficult deliberations centered on whether funds to the most mature and longstanding student organizations should be reallocated to reflect surging student interest in the arts and music groups. The Debate and Players organizations are the two top funded recipients of Art Fee Council funding (in FY12 Debate received roughly 16% of the whole allocation, and the Players, roughly 20%). Both organizations have done terrific and sustained work, but the concern was expressed that the overall allocation had slipped into relative imbalance. The GSU Opera program mounts more major productions each year than the Players, is able to do so relying less on outside consultants, and attracts larger student memberships (roughly triple) and audiences (again, roughly triple), and yet has been funded at half the Players. While the comparison is much less apt, one might also note that the Art Student Union, which is an umbrella consortium that allocates to roughly a dozen subgroups, is, like Debate, a public showcase for outstanding student work. But while Debate expenditures are (of necessity, given the focus on tournament competition) focused on roughly twenty students, Arts organizations serving hundreds of students also involved in intellectually intensive craft work are funded at fully a third less money. The committee noted that more than 450 majors connect in an explicit way to the music organizations, and another 400 to the art organizations. Meanwhile the Players and Debate total fee allocations dwarf the highest funded Art or Music organizational budgets.

A difficult decision was thus reached to decrease the allocation provided to the GSU Players and Debate by $8000 each, and to recommend increases in the ASU, Opera and Choruses budgets. Again, this recommendation is not intended as a criticism of the work of the Players, nor of Debate – the quality of student productions remains strong, ticket sales and attendance are growing, and the number of students enrolled now in the Bachelors of Interdisciplinary Studies
(BIS) theatre tracks now has crept up to 30 (reflective of slow but continuing growth). Debate had its most successful competitive year ever in the 2011-12 academic cycle. Concern was expressed about the fact that $8000 of the Debate budget is expended on providing food and meal allowances to participating students, and that seemed to the Council a reasonable way to trim allocations. With respect to the Players, the possibility that increases in the very modest amount charged for tickets could offset these cuts was also seen as justifying a trimmed allocation to that organization.

The committee thus recommends slight increases for several organizations, including the Art Student Union, the Opera group, and the University Choruses. The specific amounts we suggest are enumerated in the table below. All these groups made compelling cases for added support.

To take just one example, the Art Student Union is an umbrella organization that serves a number of smaller student art clubs. The presentation made on behalf of ASU documented surging student interest, and a genuine crisis when it comes to a shortage of exhibition space. The higher recommendation for funding will enable a second graduate student to be connected to the organizational work of ASU and provided expanded regional opportunities for the exhibition of student work. The music organizations are also continuing their growth. The School of Music has made significant personnel investments in building the number and quality of operatic workshops and full productions, including the addition of a nationally renowned professor in that area – the urgent need now for the student Opera organization is to put into place a path that will finally allow them to mount more fully staged productions, and this budget enhancement is a step in that direction.

These arguments also translated into specific recommendations for mid-year funding. In each case the Council was persuaded that organizations could put mid-year money to immediate use in elevating programmatic offerings. And in some instances the case for a mid-year allocation was justified, in the Council’s view, by urgent organizational needs. The Players, for instance, requested funding to replace six year old computers, the machines they use to budget and ticket track. The Choruses request for funds reflects late and unanticipated invitations to present concerts in the region, each competitively won (as opposed to the result of a simple invitation). PVAC is able to put an allocation to immediate use given opportunities they now must refuse to interact with the region’s most accomplished minority artists in training workshops.

In other cases we have recommended flat funding for the coming year.

We thus recommend the following funding amounts for FY13, and the following midyear allocations for boosting FY12 budgets:
Recommendations for FY13 and for Midyear FY12 Funds

<table>
<thead>
<tr>
<th>ORGANIZATION</th>
<th>Current (FY12) funding</th>
<th>Recommended for MIDYEAR FY12</th>
<th>Recommended FY13 funding</th>
<th>Requested FY13 STIPENDS</th>
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<tr>
<td>Quiet Storm</td>
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<td>Symphony Orchestra</td>
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TOTAL $267,768 $24,703 $267,768

Other Comments and Recommendations

The Art Fee Council spent some time discussing the current allocative mechanism. While funding for arts programs has been protected by the full committee, the Council increasingly finds itself in the difficult position of prioritizing requests from very different types of organizations. On the one hand, many of the larger requests come from the University’s most accomplished and curricularly connected ensembles and arts organizations (theatre, symphony, the art gallery, etc.). On another, an increasing number come from student organizations whose connection to co-curricular academic and university-wide showcase activities is more distant. In recent years this has tended to result in recommendations that prioritize the urgent needs of the larger and curricularly embedded organizations over start-up and less such connected groups, when in fact each group has a good case to make for resourcing. In selected instances, the student fee structure has been adjusted to account for this sort of situation; for example, a dedicated fee stream was created for the Marching Band within the athletic fee increase provided to launch GSU football. It may be time to consider partitioning a separate fee stream for stable, large, public showcase arts organizations, which in turn would leave some other resourcing for start-up and wholly extra-curricular arts organizations.

The review committee wants to reiterate its encouragement that all groups seeking funding in the arts cluster to improve their public relations and marketing efforts to increase student audience levels and further enhance the visibility of the University. Given the wide-ranging quality of budget proposals, groups might consider participating in annual budget planning workshops for all student organizations. Groups might also consider collaborating to provide other opportunities for student education and leadership development through these organizations (e.g., workshops on fundraising, budget and accounting, organizational collaboration). In addition, we recommend that groups consider enhancing their participation in INCEPT, where possible, as a way to more broadly educate the student population about the work of these organizations.
The committee strongly recommends that when groups produce printed invitations, websites, and other promotional materials relating to this funding, that they explicitly recognize Student Activity fee funding. The committee view is that this will help educate students about how their fees are being spent. In reviewing materials in this budget cycle, we were pleased to see that student activity fee support is being increasingly recognized.

The committee recommends that, where appropriate, groups consider petitioning the Diversity Fee area committee for support given frequent situations where the diversity connection is featured.

Finally, the committee wishes to recommend to the full art fee council that the application form be supplemented to encourage groups that raise revenue to specify their sources. Some groups currently list dues income thanks to the note on the instructions page, but others who receive grant support for their projects or fund raise in other ways do not consistently report that information. They should, simply so that the full good work of student organizations can be recorded in this budget process.

Respectfully submitted,

Dr. David Cheshier
Chair, Art Fee Subcommittee
(on behalf of the full group)

DCHESHER@OSU.EDU
404-413-5649
Memorandum

To: Rebecca Stout
From: David Cheahler
ON BEHALF OF THE ART FEE COUNCIL
Date: 4/13/12
Re: Follow up information on FY13 budget request

I'm writing to provide additional rationale information relating to FY13 budget requests for stipend support, and I also want to provide some additional information to the committee relating to the strong growth in arts-related programs. The latter related to an issue the Art Fee Council wanted to raise about the increasing challenges faced by relatively young organizations who end up competing for limited funding with much more well established groups whose annual growth risks always making a compelling case for funding that will trump the well articulated cases made by newer groups.

Stipend requests have been made by the GSU Players, the Symphony, the Art Gallery, PVAC, the Art Student Union, and in a couple cases other music groups who are asking for funding support to underwrite organizationally-dedicated graduate student support. I asked each of these groups to provide me with a quick rationale for their funding request and the Art Fee Council is supportive of these requests as compelling in each case:

- **Players**: The $4,000.00 Student Assistant was placed in the Players budget last year to help cover the scene shop when the Production Manager is called away to emergency meetings or when he was out purchasing materials for the productions. With the current cut in the Players budget this will more than likely be cut from FY 2012-13 budget. The Production Manager will be asking the Communication Department Chair to replace the lost student assistant monies or the scene shop will need to be closed when the Production Manager is called away. The $36,500 for designers, production teams, and crew for productions (this money will go to students and outside professionals to give students opportunities to build their resumes and build connections to the Atlanta theatre community) These are the funds used for the production crews which include Directors, Designers, Craftspeople's and technicians who are required to fill all of the production needs. These are essential and part of the mission statement of the Players of GSU organization.

- **Art Gallery**: The stipend rationale for the Welch School Gallery is that we are presenting more student exhibitions in past years. The number of MFA exhibitions we present has increased from 6 in Spring 2010, to 15 this semester, Spring 2012. According to our graduate coordinator the number of MFA exhibits will be the same or more in the future. Additionally, the total number of students participating in our annual undergraduate
exhibitions is increasing and will continue to do so. We are considering adding more than one BFA exhibit per semester to accommodate the increased participation.

- ART STUDENT ORGANIZATION: As an organization composed of 11 different internal arts clubs, the Art Student Union has requested $16,000 in funding for stipends for two graduate students to help organize the budget, ensure the accuracy of financial paperwork, create press releases and press packages for upcoming events, document events (via photographs and minutes), execute large events (including student exhibitions, symposiums, workshops, arts fairs, and fundraisers), and act as liaisons between students, the university, and the local Atlanta arts community. These students hold office hours (up to 20 hours each per week) in order to ensure that the various clubs, members (currently 120 active), and interested parties have someone to contact. These two graduate students help to ensure the continued success of Art Student Union through a president and president-elect partnership, whereby one officer trains the next in two-year cycles. In other words, each president holds a position for two years: one to train to become president, and the other to train the following president.

- MUSIC GROUPS: We asked for several assistantships in Opera ($8,000) and one in Choral ($4,000) — same as last year — each graduate assistant is in a leadership role in each of these groups, devoting 10 hours per week to scheduling, conducting, rehearsal clinician, serving as librarians, working in the technical side of things, photocopying, section leaders, musical coordination, etc.

- PVAC: QAASS&P's Performing and Visual Arts Council (PVAC) was founded in 2009 and has already made a significant impact on the campus community. During our inaugural year of 2009-2010, PVAC activities, such as the Tribute to Michael Jackson, in a multi-arts format, were cosponsored by a number of student organizations. About 250 students attended. Each year however, organizational support varies according to their leadership and program development. In addition, PVAC and the PVAC Players (our student actors) presented A Raisin In The Sun, a dramatic play reading. A crowd of 350 attended during the three nights. PVAC hosted a successful Summer 2010 Workshop Series featuring various artists from the entertainment industry including performers, administrators, and stage production professionals. On April 16 and 18, 2012 PVAC will premier "Fade to Black: An exploration of black love, family and experience through words, music, dance and movements featuring the writings of Georgia State's own Dr. Shirleen Holmes." A stipend for a student to help coordinate PVAC's activities would provide continuity and growth for PVAC's artistic development and success.

With respect to organizational growth, the arts-based groups are surging in interest. Partly this reflects the fact that the increasingly residential nature of the campus brings more student interest to all groups, arts ones included. But growth also reflects the university-dedicated commitments to programmatic development in the arts and communication (both foregrounded in the university Strategic Plan). Thus, for example, the School of Art and Design is eager to more fully see expansion in the arts extracurricular organizations (for which ASU is the umbrella group), and so membership in those groups has doubled in the last three years. The fast growth in the Theatre BIS program (coordinated in the Department of Communication) has expanded from 40 to 85 the number of students majoring in a theater-related sequence. The fact that OSU Debate enjoyed its most successful season last year made it a stronger magnet for interested students; and this year their numbers jumped by 30%. The most dramatic growth of all may be in the Music programs – the number of jazz ensembles has doubled since 2009; the Choruses have grown in the same period by 50%; the fuller professorial leadership in the Opera program means they are trying to double their programming to handle student growth there. And the new Marching Band, which is funded through
a different mechanism, has resulted in strong spillover interests in the other music-connected student organizations.

Here are some further specifics I was provided by organizational advisers and student officers (I've just copied in their notes to me):

- **PVAC:** PVAC has grown since its inception in 2009 from a handful of students to well over 40 students. Our current focus is on African American Student presentation skill development workshops, culminating in Readers' Theatre Productions, by and about African American people. In addition, a wide range of expressions of African American art forms (multi-arts) have been incorporated into the productions before and during the Readers' Theatre presentations, which have included traditional and original student scripts, a student production showcase, choreography, songs, poetry, graphics, still photos, and videos, etc. We collaborate with students, staff, and faculty members in achieving the artistic goals of the Performing and Visual Arts Council.

- **PLAYERS:** Our organization has achieved significant growth in participation and quality of productions and activity. We do a major show every semester, even Summer, tackling a wide range of themes, styles, and human history. We staged a musical, *Putnam County*, in the Fall, complete with a band & a fantastic set, to great success and peer-reviewed acclaim (KCACTF). ATHE accepted a panel about Frank Miller's adaptation of John Herbert's prison memoirs which was workshopped and performed at GSU. The Players regularly offers important actor-training workshops every semester, bringing in professionals from the community to discuss everything from stage combat to headshots and resumes. We have just begun the "University Wits," a subset of the Players that does Improv. We'll have our first performance next week. This alone has brought in half-a-dozen new GSU Players members in our first semester. Players membership is up. Auditions at our plays are up—both *Putnam County* and *Cloud 9* had so many people signing up to audition we had to extend the audition times. While not every show is a masterpiece, I would venture to say that the overall quality of work that is done by GSU Theatre is very high, considering how small the program is and how limited our resources are. If you have seen our shows, you know they are good.

- **ART STUDENT UNION:** Over the past couple of years, the number of active members in Art Student Union looking for funds has grown by nearly a third. This includes students hoping to put on workshops, fund students traveling to conferences to present papers, organize and execute multiple student exhibitions, as well as ASU's own conferences/symposia, fundraisers, and arts fairs. In the past year, the Art Department's MFA students have been invited to present work at Miami Art Basel (which, to use an analogy, would be like the GSU marching band being invited to perform at the Superbowl, but for art), and ASU would like to provide funding for each of the students to participate in this event. Much of the growth related to ASU is due to being able to fund a QA over the past two years, as this individual has helped organize more events, and facilitated more opportunities between student clubs and the local Atlanta arts community.

- **MUSIC ORGANIZATIONS:** The growth in size and quality of the ensembles in the School of Music is well documented and nationally recognized.

- **Jazz:** There are 10-11 jazz ensembles that regularly perform with some of the top jazz professionals in the world on the Rialto Signature Series and are requested to perform for more University events than any other ensemble.
Choral: Currently there are three choral ensembles, University Singers, Men’s Chorus and Women’s Chorus. The top group, University Singers, has performed and toured internationally and appeared in major choral conferences across the US and continues to get peer-reviewed invitations. Next season they will get international press performing for the Atlanta Ballet’s North American premier of Carl Orff’s Carmina Burana at the Cobb Energy Center. The production is choreographed by David Bintley, Artistic Director of the Birmingham Royal Ballet in London.

Opera: The opera program is recognized nationally, having been featured in invited production performances at three National Opera Association Conventions, winning second place in the National Opera Association Opera Scenes Competition and being part of the Rialto Center for the Arts Signature Series. Its productions have increased in number, scope and artist value. The Harrower Summer Opera Workshop is a nationally auditioned three week workshop bringing in top professionals in opera to work with talented students.

Band: The band ensembles have significantly gained in size and scope from two ensembles to five ensembles. They have been feature at the Georgia Music Teachers Association In-Service Conference in Savannah and tour regularly.

Orchestra: The University Orchestra programming under the direction of Michael Palmer has increased in number, quality and scope to include guest appearances by some of the top international performers in the world. They have performed at Symphony Hall in the Woodruff Arts Center and other important venues and are a significant factor in developing our collaborative relationship with the Atlanta Symphony Orchestra.

All of the music ensembles attract some of the most talented students nationally and internationally and connect to professional organizations in Metro Atlanta, reflecting favorably on the University Strategic Plan.

Let me know if I can provide additional information – I do want to reiterate our gratitude for strong support shown by the wider fee committee to the arts organizations. They are thriving thanks to your sustained support.

Thanks...

David M. Cheshier
Chair, Department of Communication
College of Arts and Sciences

404-413-5649 | dcheshier@gsu.edu
To: Student Activity Fee Committee

From: Dr. Richard Heller
Chair, Committee on Student Communication (CSC)

Date: 10/26/12

Re: Media Fee Council Mid-Year Budget Update

The CSC serves as the Media Fee Council for the four student-run media organizations: GSTV (Student television station), New South literary journal, The Signal newspaper and WRAS – Atlanta (radio station). The attached budget summary outlines the detail of the fee allocations and revenue for each of the four media groups.

For FY13, each Media Organization proposed continued funding for media operations. Listed below are some of the highlights of this year’s media organization success.

1. **The Signal**: The Signal co-organized the Modern Media Conference, the first two-day conference of media professionals and advisers in the history of Georgia State University. It collected six 1st place finishes among seven collective and four individual placements at the Georgia College Press Association Better Newspaper contest and four Top 10 finishes at the Southeastern Journalism Conference’s "Best of the South" contest. Editor-in-Chief Sebastian Wee was elected to the GCPA Board of Directors.

2. **New South**: New South continues to produce an outstanding literary journal. Volume 5, Number 2 was published in late Spring. There will be three students representing the journal at the Association of Writers/Writing Programs conference in March 2013.

   *Underground*, a literary review of the works of GSU undergraduates, is in its third year. Continued support for *Underground* was included in the New South budget allocation for FY 12.

3. **GSTV**: Kristan Woolford was selected to serve in the Technical Advisor position in the Fall. The TV station began live streaming Student Government Association meetings in 2012. The station also received two nominations for the national College Broadcasters Inc. awards and a nomination for a Pinnacle Award. Each year the Committee on Student Communications selects an independent committee to review one of the four media organizations. This is the 5th year of that process and GSTV will be under review.

4. **WRAS**: WRAS continues to broadcast outstanding programming 24/7. The station was named Best Non-Commercial Radio Station by *Creative Loafing Atlanta*. 
Georgia State University
Committee on Student Communication, 2012-13

Chair: Dr. Richard Heller (rheller@gsu.edu)
General Manager, GSTV: Deranta Avaloy (generalmanager@gstvonline.org)
New South Editor-in-Chief: Matthew Sailor (mattsailor@gmail.com)
The Signal Editor-in-Chief: Sabastian Wee (signaleditor@gmail.com)
WRAS General Manager: Ana Zimitravich (wras88@gmail.com)
Faculty Member, Dept. of Communication: Dr. David Cheshier (dcheshier@gsu.edu)
Faculty Member, At Large: Dr. Douglas Barthlow (dbarthlow@gsu.edu)
Graduate Student, Dept. of Communication: Minla Shields (minla@mac.com)
Undergraduate Student, Dept. of Communication: Andrew Schwab (aschwab1@student.gsu.edu)
Student, At Large: Parker Hilley (haninyoulove@gmail.com)
Student, At Large: Andrew Mixon (assistgm@gstvonline.org)
Student Media Advisor: Dr. Bryce McNeil (bmcneil1@gsu.edu)
Ex-officio: Jeff Walker (jeffwalker@gsu.edu)
Ex-officio: Jeannie Barrett (legeb@langate.gsu.edu)
Student University Center
Student Media Operating PROPOSED Budget for FY 13

Media Expenses Summary (Original)

<table>
<thead>
<tr>
<th></th>
<th>Signal SASIG</th>
<th>GSTV SAGST</th>
<th>New South SAREV</th>
<th>Central Media Support SACEN</th>
<th>WRAS Ops.</th>
<th>Extended Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td>FEE SUPPORT:</td>
<td>0</td>
<td>100,803</td>
<td>48,722</td>
<td>5,538</td>
<td>63,600</td>
<td>218,663</td>
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<tr>
<td>REVENUE:</td>
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<td></td>
<td>3,000</td>
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<td>0</td>
<td>88,150</td>
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<tr>
<td>TOTAL FUNDING:</td>
<td>85,150</td>
<td>100,803</td>
<td>51,722</td>
<td>5,538</td>
<td>63,600</td>
<td>306,813</td>
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</table>

EXPENDITURES:

<table>
<thead>
<tr>
<th></th>
<th>Signal SASIG</th>
<th>GSTV SAGST</th>
<th>New South SAREV</th>
<th>Central Media Support SACEN</th>
<th>WRAS Ops.</th>
<th>Extended Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Salaries / Graduate Salaries</td>
<td>65,800</td>
<td>43,800</td>
<td>27,550</td>
<td>1,000</td>
<td>52,900</td>
<td>191,050</td>
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<tr>
<td>Temp Salaries</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td>31,750</td>
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<tr>
<td>Travel</td>
<td>3,000</td>
<td>2,026</td>
<td>3,000</td>
<td></td>
<td>7,500</td>
<td>15,525</td>
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<tr>
<td>Supplies &amp; Materials</td>
<td>16,350</td>
<td>23,228</td>
<td>21,172</td>
<td>4,558</td>
<td>3,200</td>
<td>68,488</td>
</tr>
<tr>
<td>Total Expenses:</td>
<td>85,150</td>
<td>100,803</td>
<td>51,722</td>
<td>5,538</td>
<td>63,600</td>
<td>306,813</td>
</tr>
</tbody>
</table>

10/24/2012, 12:19 PM
October 23, 2012

RE: Student Activity Fee Committee College and Fee Council Training

Dear Student Activity Fee Committee Chair,

This letter is to present you with a goal statement and funding protocols and additional funding requests of International Student Associations Council (ISAC).
Thank you for your time and continuous support.

On behalf of ISAC executive board
Sincerely

[Signature]
Lenka Garmella
International Student Advisor
ISAC Advisor
lenkah@gsu.edu, 404-413-2070

Goal Statement for ISAC:
As reflected in the ISAC Constitution:
"ISAC will represent the international students enrolled at Georgia State University and provide a forum to voice needs and concerns of the international students to International Programs and to the Georgia State University administration. ISAC will provide culturally sensitive programming, which recognizes, supports, and celebrates the diversity of the students and their perspectives. ISAC will plan and sponsor events that unite and educate all students, the Georgia State University community and the Atlanta area regarding the importance and existence of cultural diversity. ISAC will offer leadership training for members of each association under the umbrella of ISAC."

Budget Allocated FY 2013: $44,626
GSU Speedtype: SAIPR

Fee Council Selection process (Executive Board of ISAC), Membership
- There are three ISAC officers: President, Vice President and Secretary/Treasurer. The officers are elected for a one-year term effective summer semester. Elections for the officers are held before the last day of classes of the spring semester. Only active member associations can participate in this election.
- ISAC currently includes 18 international student groups (complete list is included on the last page).
- Approximately 1000 students are members of ISAC groups in total, though each association's membership varies from 12 members to 300.
• Members are international students, first or second-generation Americans, and any student interested in the various cultures represented by the ISAC groups.

**Funding Protocols:**

• ISAC has an annual budget that is allotted from the student activity fees.
• The annual budget is divided between the various activities including but not limited to ISAC retreats, new international student orientation, budgets of member associations, and activities planned by ISAC or that involve the international students.
• Budgets of member associations are discussed during summer semester by newly elected ISAC executive board and allocation are announced during the Fall ISAC retreat (September), where each organization in attendance presents proposed activities/events for the upcoming academic year.

**Funding Criteria: ISAC Organization Responsibilities:**

• Each association must attend ISAC meetings regularly but is allotted no more than two absences in order to be eligible for ISAC budget. In case of absences, the organization loses its budget allocation privilege and must present event budget proposal during ISAC general meeting, where ISAC executive board and ISAC members decide by a direct vote if and how much funds will be allocated.
• Each association must host at least one cultural event a year.
• Each association must participate in International Education Week and International Spring Festival. Participation includes but is not limited to planning or partaking in an event. It does not include viewing the event.

**Services Provided to Students:**

• Both membership and programs are open to all students.
• The entire campus receives free services and programming from ISAC. The most at any single event has been 1,500.
• The main services provided to students by ISAC include:
  ▪ Culturally diverse campus programming.
  ▪ Leadership training and opportunities (Georgia International Leadership Conference, Retreats)
  ▪ Helping new international students get adjusted to life at State, in Atlanta, and in the U.S.A. ISAC groups provide airport pickup, help find off-campus housing, and orient new students to their new life here.
  ▪ Provide a ‘home-away-from-home’ for international students where they can share and celebrate their culture.

**Request for additional funding: $5000**

• Last year thanks to Mid-Year allocation of additional $5000, ISAC was able to rent Rialto the Center for the Arts. The event was a great success and this year’s executive board is determined to coordinate this event again on even larger scale. This would mean that other events during the International Spring Festival will have to receive less or no funding. Therefore, ISAC would greatly benefit from additional funding.
• In general, additional funding would be used towards reservation fees of Rialto and Veterans Memorial Hall. As large portion of ISAC programing involves cultural food, International organizations are mostly limited to renting Veterans Memorial Hall as programing in Student Center is limited to Sodexo catering – which doesn’t provide the authentic cultural food.
**Plan in case of budget cuts:**
- Unfortunately any budget cuts would affect travel, educational trips and leadership opportunities.
  - ISAC members are often involved in international groups on national level and they largely benefit from attending conferences. This wouldn’t be possible without additional funding and support from ISAC.

**ISAC Summary of Activities/Events planned for – 2012-2013**

**On Campus Programming - $20,150**

<table>
<thead>
<tr>
<th>DATE</th>
<th>FALL SEMESTER EVENTS</th>
<th>DESCRIPTION</th>
<th>EXPECTED ATTENDANCE</th>
<th>ESTIMATED COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 30</td>
<td>Chinese Student Union Welcome Back Party</td>
<td>Sharing the Chinese Culture with students and demonstrating the celebration of the new school year</td>
<td>200</td>
<td>$400.00</td>
</tr>
<tr>
<td>August</td>
<td>Latin American Students Association (LASA) welcome back BBQ</td>
<td>Annual back to school/welcome to LASA BBQ! Join us for dancing, food, fun</td>
<td>100</td>
<td>$200.00</td>
</tr>
<tr>
<td>September</td>
<td>African Student Association (ASA) Social Mixer</td>
<td>ASA’s presentation of their events and programs for the academic year</td>
<td>280</td>
<td>$300.00</td>
</tr>
<tr>
<td>October 6</td>
<td>Mid-Autumn Moon Festival</td>
<td>The Chinese Student Union and Hong-Kong Students Association invite you to discover this popular harvest festival</td>
<td>500</td>
<td>$500.00</td>
</tr>
<tr>
<td>October 5</td>
<td>All Ah We is One</td>
<td>Cultural Explosion through dance show</td>
<td>270</td>
<td>$250.00</td>
</tr>
<tr>
<td>October 17</td>
<td>BCA Meet &amp; Greet</td>
<td>Newly chartered Bengali Cultural Association presents traditions and history</td>
<td>100</td>
<td>$400.00</td>
</tr>
<tr>
<td>October</td>
<td>H.S.A Week</td>
<td>Week organized by Haitian Student Association to promote awareness of Haitian Culture and heritage</td>
<td>500</td>
<td>$800.00</td>
</tr>
<tr>
<td>October 25</td>
<td>International Halloween</td>
<td>Traditions around the world, music, dance &amp; costumes</td>
<td>350</td>
<td>$500.00</td>
</tr>
<tr>
<td>October 27</td>
<td>Diwali Hungama</td>
<td>Indian festival of Lights</td>
<td>280</td>
<td>$1500.00</td>
</tr>
<tr>
<td>November 2</td>
<td>Garba</td>
<td>The Indian Cultural Exchanges celebrates one of India’s most famous dances and events</td>
<td>280</td>
<td>$800.00</td>
</tr>
<tr>
<td>November 13</td>
<td>Taste of Africa</td>
<td>Annual Celebration of African culture (Cultural Exhibition, food tasting, dance, musing, country presentations)</td>
<td>300</td>
<td>$700.00</td>
</tr>
<tr>
<td>November 15</td>
<td>Taste of the Caribbean</td>
<td>Annual Celebration of Caribbean culture (Cultural Exhibition, food tasting, dance, musing, country presentations)</td>
<td>300</td>
<td>$500.00</td>
</tr>
<tr>
<td>DATE</td>
<td>SPRING SEMESTER EVENTS</td>
<td>DESCRIPTION</td>
<td>EXPECTED ATTENDANCE</td>
<td>ESTIMATED COST</td>
</tr>
<tr>
<td>---------------</td>
<td>------------------------</td>
<td>-----------------------------------------------------------------------------</td>
<td>---------------------</td>
<td>----------------</td>
</tr>
<tr>
<td>January</td>
<td>MLK Convocation</td>
<td>Cosponsored event with IR</td>
<td>600</td>
<td>$ 200.00</td>
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<tr>
<td>February</td>
<td>Bob Marley Day</td>
<td>Traditional Rhythms of Caribbean Reggae</td>
<td>500</td>
<td>$ 250.00</td>
</tr>
<tr>
<td>February</td>
<td>Bachaton</td>
<td>Showcasing Bachata Marathon Organized by Latin American Student Association</td>
<td>280</td>
<td>$ 250.00</td>
</tr>
<tr>
<td>March</td>
<td>ASA Week — Dynamics of Africa</td>
<td>Panel Discussion</td>
<td>200</td>
<td>$ 200.00</td>
</tr>
<tr>
<td>March</td>
<td>International Mother Language Day</td>
<td>Organized by Bengali Cultural Association</td>
<td>200</td>
<td>$ 400.00</td>
</tr>
<tr>
<td>First week of April</td>
<td>International Spring Festival</td>
<td>Week Showcasing all the International Organizations on Campus</td>
<td></td>
<td>$ 9,600.00</td>
</tr>
<tr>
<td>March 29</td>
<td>Mr. &amp; Ms International (Part of International Spring Festival)</td>
<td>International Pageant &amp; Talent Show</td>
<td>500</td>
<td>$ -</td>
</tr>
<tr>
<td>March 30</td>
<td>Culture Shock (Part of International Spring Festival)</td>
<td>Annual Dance Competition</td>
<td>500</td>
<td>$ -</td>
</tr>
<tr>
<td>April</td>
<td>Carribean Corner (Part of International Spring Festival)</td>
<td>Showcasing the arts and crafts of the Caribbean</td>
<td>300</td>
<td>$ -</td>
</tr>
<tr>
<td>April 2</td>
<td>Learning Asia (Part of International Spring Festival)</td>
<td>Showcasing the arts and crafts of Asia</td>
<td>300</td>
<td>$ -</td>
</tr>
<tr>
<td>April 3</td>
<td>Holi (Part of International Spring Festival)</td>
<td>An Indian Festival of Colors</td>
<td>400</td>
<td>$ -</td>
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<tr>
<td>April</td>
<td>ISAC Games (Part of International Spring Festival)</td>
<td>Playing International Games such as Cricket, and Mahjong</td>
<td></td>
<td>$ -</td>
</tr>
<tr>
<td>Date</td>
<td>Event Description</td>
<td>Budgeted Amount</td>
<td>Estimated Cost</td>
<td></td>
</tr>
<tr>
<td>-----------</td>
<td>-----------------------------------------------------------------------------------</td>
<td>-----------------</td>
<td>----------------</td>
<td></td>
</tr>
<tr>
<td>April 4</td>
<td>International Spring Festival: Market Place (Part of International Spring Festival)</td>
<td>+500</td>
<td>$ -</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Showcasing Internationals Students at GSU (Cultural Exhibition)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>April 5</td>
<td>African Students Association Fashion Show (Part of International Spring Festival)</td>
<td>+600</td>
<td>$ -</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Annual Fashion and cultural display</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>April</td>
<td>Caribbean Week</td>
<td>300</td>
<td>$ 500.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Caribbean Night</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>April</td>
<td>Caribbean Students Association Dance and music in the plaza</td>
<td>+1000</td>
<td>$ 300.00</td>
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<tr>
<td></td>
<td>Caribbean Students Association Dance and music in the plaza</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>April</td>
<td>ISAC Award Ceremony</td>
<td>300</td>
<td>$ 300.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Annual ISAC award ceremony &amp; banquet</td>
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<td></td>
<td></td>
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<tr>
<td></td>
<td>Total Spring Semester</td>
<td></td>
<td>$ 12,000.00</td>
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</table>

**Grand total for Organization Programming for Academic year 2012-2013**: $ 20,150.00

**Other - $4,626**

**Personal Services**

<table>
<thead>
<tr>
<th>ISAC Secretary/Treasurer (student assistant/Graduate Administrative Assistant)</th>
<th>ESTIMATED COST</th>
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</thead>
<tbody>
<tr>
<td><strong>ISAC Student Assistant Responsibilities:</strong></td>
<td>$3,000.00</td>
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<tr>
<td>Keep calendar – include all ISAC room reservations, flags request, major ISAC events, assoc. event</td>
<td></td>
</tr>
<tr>
<td>Send weekly email to ISAC presidents on the current calendar of events</td>
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<tr>
<td>Keep inventory of office supplies. Order supplies on a timely basis for events</td>
<td></td>
</tr>
<tr>
<td>Make ISAC flyers, posters, spreadsheets as needed</td>
<td></td>
</tr>
<tr>
<td>Keep the presidents roster current with the correct phone and email info</td>
<td></td>
</tr>
<tr>
<td>Receive, process, and reimburse presidents for SA fee budget reimbursements</td>
<td></td>
</tr>
<tr>
<td>File all ISAC materials concerning budgets, charters, and event flyers in their ‘books’</td>
<td></td>
</tr>
<tr>
<td>Keep an accounting ledger for each association, ISAC in general, and the ISAC discretionary fund</td>
<td></td>
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<table>
<thead>
<tr>
<th>Supplies</th>
<th>ESTIMATED COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>paper, display boards, association notebooks, postage, printer cartridge, copy services etc.</td>
<td>$1,626.00</td>
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</table>

**TOTAL**: $4,626.00

**Off Campus Travel & Leadership training - $13,700**

<table>
<thead>
<tr>
<th>Conference/Leadership training/Trip name and description</th>
<th>ESTIMATED COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>ISAC Fall Retreat</td>
<td>$4,000.00</td>
</tr>
<tr>
<td>3 days, 2 overnight, organized and led by advisor to WinShape Wilderness at Berry College – Rome, GA</td>
<td></td>
</tr>
</tbody>
</table>

| Leadership Conclave                                       | $100.00        |
| ISAC sponsors 2 members from each organization to attend this on-campus leadership opportunity |

<p>| ISAC Spring Retreat (one full day at Indian Creek Lodge or On-Campus) | $300.00        |
| Leadership training and program planning for spring semester |                |</p>
<table>
<thead>
<tr>
<th><strong>Georgia International Leadership Conference</strong> (3 days, 2 overnight conf. for Int’l and study abroad student leaders from across the state of Georgia)</th>
<th>$1,300.00</th>
</tr>
</thead>
</table>
| **Registration Fees for Various Int’l Student Conferences** Participation varies each year. Examples are:  
  - *Campus Progress Conference in Washington, DC*  
  - *South Asian Student Assoc. Conference*  
  - *Nat’l Korean American Student Conference*  
  - *Int’l African Student Association Conference*  
  - *Annual Haitian Summit/Conference* | $1,000.00 |
| **ISAC Educational Trips** (can be one or two days - locations in past have been Savannah, Washington D.C., Asheville, State Fair in Perry, Charleston, or to experience farm life in TN) *most often educational tours, ISAC sponsors about ½ expected cost* | $7,000.00 |
| **TOTAL** | **$13,700.00** |
INTERNATIONAL STUDENT ASSOCIATIONS COUNCIL  
(ISAC)  
404-413-2070  
252 Sparks Hall  
gsu.isac@gmail.com  

ISAC EXECUTIVE BOARD 2012-2013:  
President: Matthew SIMMONDS  
Vice President: Demoya BOOZER  
Secretary/Treasurer: Anik DAS  
Advisor: Lenka GARIMELLA  

| 1.  | African Student Association | ASA |
| 2.  | Bengali Cultural Association | BCA |
| 3.  | Caribbean Student Association | CaribSA |
| 4.  | Chinese Student Union | CSU |
| 5.  | Ethiopian Student Association | ESA |
| 6.  | Filipino Student Association | FSA |
| 7.  | Georgian Student Association | GSA |
| 8.  | Haitian Student Association | HSA |
| 9.  | Hong Kong Student Association | HKSA |
| 10. | Indian Cultural Exchange | ICE |
| 11. | Indian Student Association | ISA |
| 12. | Latin American Student Association | LASA |
| 13. | Nepalese Student Association | NepSA |
| 14. | Progressive Organization of Liberian Students | POLS |
| 15. | Saudi Students Association | SSA |
| 16. | Taiwan Student Association | TSA |
| 17. | Turkish Cultural and Student Association | TCSA |
| 18. | Vietnamese Student Association | VSA |
Honors Fee Council Funding Summary Fiscal Year 2013

The Honors Fee Council Membership:

Dr. Sarah Cook, Associate Dean
Karen Simmons, Business Manager
Francis Mai, Honors student
Justin Taylor, Honors student
Sigi Tremaeau-Cayel, Honors student

Student members of the Honors Fee Council were selected by nominations solicited from Honors faculty, resident advisors and academic specialists. One student representative will always be an Honors Student Organization officer (Frank Mai serves in this capacity for the current fiscal year). Honors continues to solicit nominations through the end of this academic year, with the intent to expand its Fee Council student membership to four or more.

Honors Student Organization:

Our only student group at present is the Honors Student Organization (HSO). Through regular meetings with the HSO president, as well as the permanent presence of one HSO officer on the Honors Fee Council, this group is kept well-informed of funding availability and takes an active role in assisting the Fee Council in determining funding priorities. With the assistance of HSO, the Honors Fee Council completed a survey of all Honors students this year – primarily to determine the types of programming and events were most in demand. The feedback the Fee Council received has driven our funding decisions for this fiscal year, and we will most likely repeat this assessment each year.

Fiscal Year 2013 Funded Projects:

The Fee Council, in light of the survey results from the Honors student body, has chosen to focus its programming in three main areas: research support, career and scholarship programming, and social/community events promoting campus life and ensuring collaboration with other campus groups.

Research: Honors provided financial support to nine students conducting research this summer in both the BRAIN and NSF-REU programs. All of the participating students will
be encouraged to participate in a student panel describing their research to other Honors students, and will use their experiences to participate in GSURC, the GSU undergraduate research conference. As a culminating event for these summer programs, Honors hosted a luncheon (in collaboration with Neuroscience and Geology) for all GSU summer researchers to socialize and share their experiences.

Honors student activity fees have also supported student travel to conferences to present their scholarly work – this support is particularly valuable in light of departmental travel restrictions, and will continue throughout the remainder of fiscal year 2013. Honors intends to fund each student (with approval of a departmental faculty member) with up to $500 in travel expenses; this support will be conditional upon the student’s participation in a research panel intended to describe their experiences to other students and to offer support and mentorship to Honors students who are just beginning their Honors research.

The Fee Council also chose to fund the first issue of the Honors College Undergraduate Research Journal, Discovery. Featuring sixteen different research papers, abstracts and creative projects, Discovery highlights the diversity and excellence of undergraduate research at Georgia State and allows the broader community to recognize the significant outcomes that our undergraduate students are capable of achieving on campus. Further benefits include future student participation in Discovery’s editorial board and peer review process. Approximate total Research funding for FY13 = $40,000

Career and Scholarship Programming: In light of the strong survey response requesting assistance with post-graduate and career programming, Honors has scheduled many events of this type – about two or three per month so far this semester. With topics ranging from letters of recommendation, Teach for America, national scholarship preparation, and careers in medicine and the sciences, internships and Study Abroad scholarships, Honors has offered its students many different opportunities to enhance their undergraduate and post-graduate opportunities. Approximate total Career and Scholarship funding for FY13 = $10,000

Campus Life and Collaboration: The Honors Student Organization, which has operated for many years without funding, has enjoyed its ability to host regular general body meetings, and is enjoying planning a collaborative Open House with the Spotlight Programs board next week. The HSO is organizing a number of fellowship-oriented activities as well as informational sessions, exam-week activities, a t-shirt design contest and coordination with the College for a springtime service event in honor of the university’s centennial. Honors is also expanding its Cultural Passport offerings by offering steeply discounted tickets to a variety of Rialto events, by coordinating with other campus entities to bring distinguished speakers (especially during Centennial week), and by augmenting Honors housing programming with more frequent and varied events. Approximate total Campus Life and Collaboration funding for FY13 = $5,000
Potential Funding Changes:

Honors would like to acknowledge the generosity of the Student Activity Fee Council, and cannot overstate the difference this funding has made in the life of its students and in its overall profile in the GSU community. Our applicant numbers are higher than they’ve ever been, and the Honors Student Organization is enjoying record numbers of attendees at their general body meetings and events. If funding for Honors were to increase, the Honors Fee Council would certainly love to offer even more support to Honors students for their co-curricular endeavors. The upcoming Honors DC Experience, a summer internship program in Washington DC, would be an excellent recipient of support funding, encompassing as it does both the expressed desire of Honors students for more career support as well as affording them both a study-away opportunity and experiential learning. If funding were to be reduced, Honors would most likely try to continue all of its current programs at reduced levels — perhaps reduced travel funding, a smaller research journal, or fewer speakers and events. The Honors Fee Council is grateful for the opportunity to help enhance the benefits available for high-achieving students at GSU, and looks forward to using its programming to engage and represent the larger university community.

Respectfully submitted,

Karen Simmons
For the Honors College and
The Honors Student Fee Council
ksimmons@gsu.edu

404-413-5577
SAFC Meeting - 10/26/12
III. Fee Council/College Presentations and Training
(Attachment 12)

TO: Dr. Rebecca Stout, AVP/Dean of Students
FROM: Lanette Brown
Chair, Diversity Fee Council
DATE: October 26, 2012
SUBJECT: Diversity Fee Council

OVERVIEW

The Diversity Fee Council met on February 24, 2012, held a Q&A Session on March 30, 2012 and determined its funding recommendations at its April 4, 2012 meeting.

February 24, 2012 MEETING

The meeting commenced with introductions by the attendees and a review of the agenda. There was a detailed overview of the following documents:

1. Student Activity Fee Guidelines,
2. Student Activity Fee Overview, and
3. Diversity Fee Guidelines.

Particular emphasis was placed on reviewing the criteria for evaluating the proposals.

DIVERSITY TRAINING

The Diversity Training provided attendees with:

1. Specific data on the diversity of Georgia State University’s student body,
2. A review of Georgia State University’s Non-Discrimination Statement,
3. Clarification of the differences between dialogue, discussion and debate, and
4. A discussion on social identity groups and terminology related social identify groups.

REVIEW OF THE QUESTIONING PROCESS

Most importantly, through role-playing the questioning process, attendees extrapolated how to integrate the principles from the diversity training into the questioning process for the Q&A Session.
The Council members reviewed the twenty-six (26) proposals prior to the March 30, 2012 Question and Answer (Q&A) sessions. Seventeen (24) organizations registered through the Office of the Dean of Students for a five-minute session with the Council. During the Q&A sessions, Council members asked the organization’s representative(s) questions in reference to their proposal. Twenty-four (24) organizations attended the March 30, 2012 Q&A sessions.

April 4, 2012 MEETING TO DETERMINE FUNDING RECOMMENDATIONS

The proposed allocations were based upon rating the following criteria:

- Past performance and budget management of the various organizations.
- Programs or services with broad appeal to various constituents.
- Programs and services that serve the greatest number of students.
- 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.

A spreadsheet listing the average allocations and the specific allocation for each voting member (Table 1) was distributed to each member; the average allocations became the starting point of the discussions. The members reviewed the allocations in which there were little variance in each voting member’s allocation and decided not to make any changes. Discussions occurred in areas where the variance of recommended funding allocations was the greatest.
### Members of the Diversity Fee Council

<table>
<thead>
<tr>
<th>Name</th>
<th>Major/Department</th>
<th>Voting Status</th>
<th>Dates of Attendance</th>
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<tbody>
<tr>
<td>Lanette Brown, chair</td>
<td>Dean of Students Office</td>
<td>Non-voting member</td>
<td>February 24</td>
</tr>
<tr>
<td>Amanda Antara</td>
<td>New Student Orientation</td>
<td>Voting member</td>
<td>March 30</td>
</tr>
<tr>
<td>Dylan Donley</td>
<td>Law</td>
<td>Voting member</td>
<td>April 4</td>
</tr>
<tr>
<td>Ramika Gourdine</td>
<td>Computer Science</td>
<td>Voting member</td>
<td>February 24</td>
</tr>
<tr>
<td>Anjali Khosla</td>
<td>Law</td>
<td>Voting member</td>
<td>March 30</td>
</tr>
<tr>
<td>Prachee Patel</td>
<td>Law</td>
<td>Voting member</td>
<td>April 4</td>
</tr>
<tr>
<td>Tiffany Patrick</td>
<td>Political Science</td>
<td>Voting member</td>
<td>February 24</td>
</tr>
<tr>
<td>Dantel Ruiz</td>
<td>Sociology</td>
<td>Voting member</td>
<td>March 30</td>
</tr>
<tr>
<td>Elizabeth Shortridge</td>
<td>Law</td>
<td>Voting member</td>
<td>April 4</td>
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<tr>
<td></td>
<td></td>
<td>(previously trained)</td>
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<td></td>
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<td>March 9&amp;14 (make-up for Feb24)</td>
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Table 1

Diversity Fee Council Allocations for Fiscal Year 2013
April 4, 2012

Voting Spreadsheet

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<th>Packet Page Number</th>
<th>Account Name</th>
<th>FY 2012 Final Allocation</th>
<th>FY 2012 Mid-year Allocation</th>
<th>FY 2013 Original Request</th>
<th>FY 2013 Avg Allocation</th>
<th>Member 1</th>
<th>Member 2</th>
<th>Member 3</th>
<th>Member 4</th>
<th>Member 5</th>
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<td>Alliance for Sexual and Gender Diversity</td>
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<td>$9,150</td>
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<td>Alliance for Women in Media</td>
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<td>$1,890</td>
<td>$3,700</td>
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<td>American Association of University Women</td>
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<td>$3,336</td>
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<td>Atlanta Association of Black Journalist Student Consortium</td>
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<td>Black Student Alliance</td>
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<td>Campus Crusade for Christ</td>
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<td>Christian Students</td>
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<td>Council of Interfaith Concerns</td>
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<td>Fellowship of Christian Athletes</td>
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<td><strong>$79,547</strong></td>
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<td>Alliance for Sexual and Gender Diversity</td>
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<td>$5,652</td>
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<tr>
<td>15</td>
<td>Alliance for Women in Media</td>
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<td>$2,832</td>
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<td></td>
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<tr>
<td>21</td>
<td>American Association of University Women</td>
<td>$6,570</td>
<td>$3,336</td>
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<td>27</td>
<td>Atlanta Association of Black Journalist Student Consortium</td>
<td>$9,000</td>
<td>$2,768</td>
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<td>Black Student Alliance</td>
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<td>Campus Crusade for Christ</td>
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<td>$1,724</td>
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<td>Catholic Student Association</td>
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<td>Christian Students</td>
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<td>57</td>
<td>Council of Interfaith Concerns</td>
<td>$7,450</td>
<td>$2,305</td>
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<td>Fellowship of Christian Athletes</td>
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<td>$1,447</td>
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<td>InterVarsity Christian Fellowship (formerly Greek InterVarsity)</td>
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<td>$2,690</td>
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<td>73</td>
<td>Journey Christian Fellowship</td>
<td>$7,805</td>
<td>$2,566</td>
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<td>79</td>
<td>Latino Leadership Council</td>
<td>$4,650</td>
<td>$2,296</td>
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<td>85</td>
<td>Minority Pre-Med Pre-Dental</td>
<td>$5,260</td>
<td>$3,051</td>
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<td>93</td>
<td>Muslim Students Association</td>
<td>$9,320</td>
<td>$5,083</td>
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<td>Nat'l Association for the Advancement of Colored People (NAACP)</td>
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<td>105</td>
<td>Nat'l Black Students Association Pre-Law Division</td>
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<td>Nat'l Council of Negro Women (NCNW)</td>
<td>$3,790</td>
<td>$1,666</td>
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<td>117</td>
<td>Project Nur</td>
<td>$2,300</td>
<td>$1,774</td>
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<tr>
<td>123</td>
<td>Salsa Club @ GSU</td>
<td>$4,624</td>
<td>$3,413</td>
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<td>127</td>
<td>Softer Touch</td>
<td>$5,550</td>
<td>$2,352</td>
<td></td>
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<td>133</td>
<td>Street Grace</td>
<td>$6,400</td>
<td>$3,642</td>
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<tr>
<td>137</td>
<td>Study Abroad Programs (Crossing Paths Crossing Cultures)</td>
<td>$6,000</td>
<td>$4,747</td>
<td></td>
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<tr>
<td>143</td>
<td>Tighter Grip</td>
<td>$7,747</td>
<td>$4,320</td>
<td></td>
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<td></td>
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<tr>
<td>153</td>
<td>Vineyard of Praise Gospel Choir</td>
<td>$8,550</td>
<td>$4,273</td>
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<td><strong>TOTALS</strong></td>
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<td><strong>$79,547</strong></td>
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</table>

Diversity FY 2013 Allocation

(Over)/Under Budget

($85,922)  $0

Updated 4/5/12 9:02 a.m.
Student Government Association Fee Council FY' 13 Proposal

Student Government Association

We, the student body of Georgia State University, believe that we have the right and collective authority of self-governance and to an enhanced education. In order to preserve and further these aims; to promote understanding and involvement among all the members of the University community; to represent, advocate, and legislate the interest of the student body; to serve as partners in the administrative processes of the University; to protect our right to govern ourselves and accept responsibility for the quality of student life; to be the official voice of students in academic, institutional and campus affairs; we do hereby establish this Constitution for the Georgia State University Student Government Association (SGA). [Excerpt from the Student Government Association Constitution]
SGA Fee Council Membership

Voting members of the SGA Fee Council are appointed by the SGA President; this year’s fee council membership consisted of seven executive board members of the Student Government Association. The SGA Fee Council consisted of a student majority.

Members:

Danielle Kleinman
dkleinman1@gsu.edu

Marcus Kernizan
mkernizan1@student.gsu.edu

Adriana Macchione
Amacchione1@gsu.edu

Theo Muhumuza
tmuhumuza1@student.gsu.edu

Christian Hill
chill53@gsu.edu

Taylor Briggs
tbriggs4@gsu.edu

Jarell Abrams
jabrams6@student.gsu.edu

Process

The Chair of the SGA Fee Council was appointed by the voting members of the SGA Fee Council.

The Fee Council allocated the FY’2013 Funding as follows:

Staff: $65,853.76
Public Relations: $12,784.50
Co-Sponsorships: $12,311.00
Special Events: $16,761.90
Office Expenses: $16,193.70
Retreat: $947.00
Blue Books and Scantrons: $5,966.10
Travel: $1,250.04
Senate Budget: $1,894.00

Pending Accounts: $3,131.00

Given additional funding, the Fee Council plans on increasing the budgeted amounts in Special Events and Co-Sponsorships to give Student Organizations additional funding. If funding were to decrease, the Fee Council would be forced to decrease the amount budgeted in Office Expenses.

The final budget was approved by a unanimous vote held electronically on July 15, 2012.

Submitted October 23, 2012

Theo Muhumuza, VP of Budget and Finance
Tmuhumuza1@gsu.edu
404-413-1594
College of Law Student Activity Fee
Allocation of $5,672 for Fiscal Year 2013

Presentation to Student Activity Fee Committee
October 26, 2012

Honors Day is the one opportunity each year for the entire College of Law community to assemble and honor our students for their accomplishments. Students are honored for achievements ranging from academic excellence in particular courses; to demonstrating a commitment to social justice; to service to the College of Law’s Tax Clinic; to outstanding performance on Moot Court competition teams, Student Trial Lawyers Association mock trial teams, and Law Review. Two particularly important awards are the ALI-ABA Scholarship & Leadership Award and the Georgia State University Public Service Award. The event is a wonderful morale booster for students at the College of Law.

The 2013 Honors Day Lunch (scheduled for April 2, 2013) will cost about $4000. Most of the cost is for food, and the remaining expenditures are for supplies and printing the program and a large sign announcing the Lunch. The allocation of $5,672 covers the cost of this important event. The $1,672 not used for Honors Day will likely be used to defray some of the travel costs for College of Law students competing in some student-organization-focused Moot Court competitions. These competitions do not fall under the umbrella of the College’s Moot Court Board, and the funding these students receive from the SBA is never enough to cover all of their expenses.
SAFC Meeting - 10/26/12
III. Fee Council/College Presentations and Training
(Attachment 15)

Student Bar Association Budget/Fee Council

For fiscal year 2013, the Georgia State University College of Law Student Bar Association received $60,000 in funding from the University Student Activity Fee Council.

Committee Members

To decide how these funds would be allocated, the SBA Treasurer, Jennifer Goldstein, convened a Budget and Finance Committee. The committee consisted of the SBA Treasurer, two additional SBA members, and three College of Law students. The student members could not serve in any other capacity, elected or appointed, for College of Law student organizations funded through the SBA or the Georgia State University Student Government Association. The committee members were approved by the SBA President.

Notification of Budget Request and Presentations

At the beginning of July, Valencia Lewis, the College of Law Business Manager, sent an email to the President and Treasurer of each student organization with instructions about completing a Budget Request Form for the upcoming school year. Attached you will find a blank copy of this form. At the end of July, Jennifer Goldstein, sent an email to all student groups inviting them to sign up for a Budget Presentation in front of the SBA Budget Committee during the week of August 6, 2012. Each group was required to present. Prior to the night of the actual presentations, the SBA Treasurer sent each member of the Budget Committee a copy of each student group’s budget request.

Criteria for Funding

To determine the amount of funding each student organization received, the Committee analyzed several factors including, but not limited to the following:

- The purpose of the organization
- The size of the organization
- The number of students receiving free programming or services from the organization
- The number of students, if any, paying dues to the organization and the amount of dues
- Preparation and planning for events scheduled for the current fiscal year
- Use of funding in the previous fiscal year.

At the conclusion of the presentations, the committee voted on the fee allocations for each student group.

Notification Process

1
After budget presentations had been heard by the Committee, Valencia Lewis, the College of Law Business Manager and Dean Timmons, Dean of Student Affairs held a meeting with student organization leaders. Both the President and Treasurer of each student group were asked to attend. At this meeting, student organizations were notified of their allocations and educated on how funds may be used, how to request reimbursements, and all other policies and procedures.

**Receiving Additional Funding**

If the College of Law SBA was to receive additional funding, the SBA would propose to initiate a variety of educational and networking programs and activities. On the educational level, the SBA would have a better ability to bring in distinguished speakers and assist student groups in doing the same.

The SBA currently has a mentor/mentee program where the SBA pairs 2Ls/3Ls with incoming 1Ls. However, due to limited funding, the SBA is unable to host events throughout the year for the mentors and mentees. Additional funding would allow the SBA to host regular events for this program which would facilitate interaction among more students. It would also allow the SBA to invite GSU College of Law alumni.

Lastly, some of the part-time students have asked the SBA to host more programs that better fit with their schedules. With our current funding, the SBA must put its money to programs that will get the highest attendance. Added funds would allow the SBA to add more evening programs and activities, which would enhance the part-time student experience.

**Decreasing Funding**

If the College of Law SBA funding decreased, the SBA would have to decrease the amount of money it awarded to each student group and the money placed in the Law Student Reserve Account that is dedicated to Family Grants and Travel Requests. This would result in an all-around decrease in student activities both on campus and off. These weekly activities are not only educational, but also strengthen the GSU College of Law Community as they bring students from different years and with different interests together.

Specifically, the SBA would have to cut its funding to both the Fall and Spring Welcome Back events. These are two of the most popular events with students often wishing we could do similar events on a smaller scale throughout the year. Many students enjoy the opportunity to interact with one another in a relaxed, stress-free setting. A decrease in funding would also hurt the quality of Law Week which is held in the Spring each year. Every student organization is required to host an event during this week and with limited funding, both the quality and size of each event would be impacted.
Conclusion

The SBA and the SBA Budget and Finance Committee again thank the Student Activity Fee Committee for approving an allocation of $60,000 for the Student Bar Association for FY 2013.
<table>
<thead>
<tr>
<th>Student Organization</th>
<th>Awarded 2012</th>
<th>Requested 12</th>
<th>% Funded 12</th>
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<tr>
<td>American Constitution Soc.</td>
<td>1050</td>
<td>2000</td>
<td>52.50%</td>
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<tr>
<td>Asian American L.S. Asso.</td>
<td>1887</td>
<td>2637</td>
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<tr>
<td>Assoc. of Women L.S.</td>
<td>1220</td>
<td>2000</td>
<td>61.00%</td>
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<tr>
<td>Be Your Own Boss Network</td>
<td>1720</td>
<td>2000</td>
<td>86.00%</td>
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<tr>
<td>Black L.S.Assoc.</td>
<td>3700</td>
<td>7675</td>
<td>48.21%</td>
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<tr>
<td>Business Law Soc.</td>
<td>1880</td>
<td>3550</td>
<td>52.96%</td>
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<td>Child Advocacy Soc.</td>
<td>530</td>
<td>1000</td>
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<td>Christian Legal Soc.</td>
<td>665</td>
<td>2500</td>
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<tr>
<td>Criminal Law Assoc.</td>
<td>380</td>
<td>1100</td>
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<td>Environmental Law Soc.</td>
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<td>4960</td>
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<tr>
<td>Estate Planning &amp; Wealth Mgmt</td>
<td>1200</td>
<td>1600</td>
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<td>Federalist Soc.</td>
<td>1490</td>
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<td>Hispanic Bar Assoc.</td>
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<td>Immigration Law Soc.</td>
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<td>Intellectual Property Law Soc.</td>
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<td>Internat'l Comparative LS</td>
<td>1280</td>
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<td>J. Reuben Clark Law Society (NEW)</td>
<td>550</td>
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<td>Jewish Law Soc.</td>
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<td>J.S. for Reproductive Justice</td>
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<td>LIVE</td>
<td>750</td>
<td>750</td>
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<td>Muslim Law Students</td>
<td>800</td>
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<td>St. Thomas More</td>
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<td>Student Bar Assoc.</td>
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<td></td>
<td>Amount</td>
<td>Requested</td>
<td>Percentage</td>
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<tr>
<td>--------------------------</td>
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<td>Student Health Law Assoc.</td>
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<td><strong>Total to allocate</strong></td>
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STUDENT ACTIVITY FEE BUDGET REQUEST
GSU COLLEGE OF LAW
FY 2013 (July 1, 2012 - June 30, 2013)

DATE

NAME OF STUDENT ORGANIZATION

ORIGINAL FY 2012 (July 2011-June 2012) FEE ALLOCATION $ (If Any)

TOTAL REQUEST FOR FY 2013 (July 2012 – June 2013) $

STUDENT OFFICER’S SIGNATURE DATE

STUDENT OFFICER’S NAME (Print)

STUDENT OFFICER’S PHONE EMAIL

FACULTY ADVISOR’S SIGNATURE DATE

FACULTY ADVISOR’S NAME (Print)

FACULTY ADVISOR’S PHONE EMAIL
USE THIS FORM ONLY (You may attach additional sheets). DO NOT CHANGE THE
FORMAT. THIS IS SO THAT THE COMMITTEE MAY EASILY LOCATE FACTS
AMONG THE MANY FORMS THEY WILL REVIEW.

1. Briefly explain the purpose of your organization. (If your organization is not open to all
students, explain why.)

2. How many students do you anticipate will be members of your organization in FY 2013?

3. How many students do you anticipate will receive free (i.e., no membership dues, entry
costs, etc. for activities) services or programming from your organization in FY 2013?

4. How many students do you anticipate will receive services or programming as a result of
paying fees or dues to your organization in FY 2013? If you were to receive no funding
5. What is the total amount of fees, dues, sales, and other revenue you anticipate collecting in FY 2013? Fees or dues: ____________ Sales: ________________ Other revenue (Please explain): ________________

6. What is the total dollar amount expended by the College of Law (if applicable) in support of your organization? ______

7. Attach a brief description of the programming you wish to provide for FY 2013. In the space below, list the total you are requesting for each category of spending.

LIST YOUR REQUEST FOR FISCAL YEAR 2013 BELOW:

EXPENSE CATEGORIES

ON-CAMPUS PROGRAMMING:

Speaker/Presenter/DJ Costs:

Fees or honorariums $__________

Promotional Items $__________
(such as T-shirts, hats, key chains, etc.)

Publicity:

Advertising $____________
Printing $____________
Postage $____________
Event Food $____________
Audio/Visual rental fees $____________
Room Charges $____________
Equipment $____________
Event Supplies $____________
Licensing fees or uscr fees $____________
Total Programming Costs $____________

NON-PROGRAMMING FOOD: (Food not consumed as a part of the presentation or programming.)

Organization/committee meetings $____________
Training sessions $____________
Other $____________

Total Non Programming Food $____________

OFF CAMPUS STUDENT TRAVEL:

Name of conference(s)/convention(s) ____________________________________________

Number of students attending all conference(s)/convention(s) _______
Transportation $___________
Lodging $___________
Meals $___________
Registration Fees $___________

Total Travel (for all conference(s)/convention(s)) $___________

8. CO-SPONSORSHIPS

Total Co-sponsorship Funding $___________

(List plans to help pay for programming presented by others)

9. OTHER:

Total Other $___________
UNIVERSITY-WIDE FEE COUNCIL GUIDELINES

Approved by the Student Activity Fee Committee – February 10, 2012

I. PURPOSE/PHILOSOPHY STATEMENT OF THE UNIVERSITY-WIDE 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 University-Wide Fee Council and provides the University Wide Fee Council with wide latitude in its allocation decision-making. The University-Wide Fee Council reviews and funds those student activities that do not fall within the purview of any other College or Fee Council.

II. MEMBERSHIP

The University-Wide 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 vote. 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 University-Wide Fee Council at the time the Student Activity Fee Committee Spring Schedule is approved. Meeting dates will include 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 University-Wide Fee Council allocations.

IV. FEE COUNCIL TRAINING

The members of the University-Wide 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

In non-priority order, the following are the criteria for evaluating the proposals:

- Programs and services that 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 University-Wide Fee Council to determine allocations
- The University-Wide Fee Council guidelines, as well as any additional operational procedures

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 UNIVERSITY-WIDE 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 University-Wide Fee Council may also develop additional operating procedures that do not conflict with these guidelines.

rys 11/8/11
### University Wide Fee Council Allocations for Fiscal Year 2013

**Approved March 9, 2012**

<table>
<thead>
<tr>
<th>Packet Page Number</th>
<th>Account Name</th>
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Updated 3/22/12 2:27 p.m.
October 26, 2012

Allocation of FY’13 Budget:
The Andrew Young School was awarded a combined $16,868 for clubs in four different departments. Here is the breakdown on how monies were distributed between our 10 clubs:

- Criminal Justice Student Association: $1,800
- Criminal Justice Graduate Association: $1,800
- Bridge Builders: $1,940
- Social Work Club: $963
- Phi Alpha Honor Society: $2,210
- Economics Club: $2,200
- Graduate Economics Student Association: $1,065
- Nonprofit Leadership Alliance: $2,900
- PMAP Community Network: $1,300
- Planning & Economic Development: $855

The AYS Fee Council is comprised of club presidents and faculty advisors from all ten organizations. There are co-presidents for the Nonprofit Leadership Alliance, but the club only receives one vote on the fee council. Since many of the clubs share the same faculty advisor, our fee council member ratio is 10 (students):7 (faculty advisors).

<table>
<thead>
<tr>
<th>Faculty Advisor</th>
<th>NLA and PMAP CN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Co-President</td>
<td>NLA</td>
</tr>
<tr>
<td>Co-President</td>
<td>NLA</td>
</tr>
<tr>
<td>President</td>
<td>PMAP Community Network</td>
</tr>
<tr>
<td>President</td>
<td>Criminal Justice</td>
</tr>
<tr>
<td>Faculty Advisor</td>
<td>Criminal Justice</td>
</tr>
<tr>
<td>President</td>
<td>Criminal Justice Graduate Assoc.</td>
</tr>
<tr>
<td>Treasurer</td>
<td>Criminal Justice Graduate Assoc.</td>
</tr>
<tr>
<td>Faculty Advisor</td>
<td>Social Work Club, Bridge Builders, Phi Alpha Honor Society</td>
</tr>
<tr>
<td>President</td>
<td>Social Work</td>
</tr>
<tr>
<td>President</td>
<td>Bridge Builders</td>
</tr>
<tr>
<td>President</td>
<td>Economics Club</td>
</tr>
<tr>
<td>Faculty Advisor</td>
<td>Economics Club</td>
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<tr>
<td>President</td>
<td>Graduate Student Association</td>
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<tr>
<td>Faculty Advisor</td>
<td>Graduate Student Association</td>
</tr>
<tr>
<td>President</td>
<td>Planning &amp; Economic Development</td>
</tr>
<tr>
<td>Faculty Advisor</td>
<td>Planning &amp; Economic Development</td>
</tr>
</tbody>
</table>

Maggie Tolan
Lauren Kline
Chaneli Turner
Brionte McCorkle
Sue Collins
Nichole Wysinger
Dean Dabney
Erin Marsh
Renanda Dear
Katelynn Villari
Tonia Nixon
Breanna Kelly
Paul Kagundu
Hanh Nguyen
Kurt Schnier
Hal Martin
Cathy Liu
Phillip Garnett

Notification about FY 2013 funding was first discussed during our mid-year allocation Fee Council meeting in January 2013. Clubs were notified that they would be asked to build a budget and in mid-March were to convene to present and defend their budgets. Clubs were notified that no precedence had yet to be determined for allocating the school’s budget, but at the Spring meeting, rules/guidelines were established during the negotiations. The college had 100% representation at the meeting by either a faculty advisor or a student club leader from each organization.
New guidelines were established during our March deliberations as a fee council committee, which are as follows as it pertains to student conferences:

1. The Fee Council recognizes the importance and necessity of allowing clubs the opportunity to send representatives to professional conferences in order to benefit the group as a whole.

2. The committee discussed the importance of using student fee monies to benefit clubs as a unit, and they determined that it was only necessary to send a maximum of 2 student representatives to any given conference in order to gather the information necessary to bring back and benefit the club as a whole. Therefore, the council members voted that a club can only request funding to send a maximum of two students to any given conference.

3. The Fee Council further debated and decided that student fee monies should only be used to pay for conference registration fees. The fee council members all discussed the average student registration rates for their various professional conferences, and the committee felt that most student rates hover around the $200 mark. The committee felt that given the limited funding available to the Andrew Young School, and given the growing number of clubs competing for funding, it was the responsibility of the student, or the club sponsoring the student, to conduct fundraising to support the remaining expenses affiliated with attending the conference (travel, hotel, food, etc.). Therefore the committee voted that a maximum of $200 would be given, per student, per conference request – for a maximum of $400 per conference.

4. These guidelines would be put into effect for the FY14 year.

The Fee Council also noted that due to the increasing numbers of student clubs in the college, albeit a positive phenomenon, more cross-programming efforts were needed within the school to maximize the use of student fee monies. The committee encouraged clubs to combine their limited funds to help pay for guest speakers, food, and social events whenever possible.

**Funding Allocations/Expenditures to Date (FY’13):**

- **Bridge Builders/Social Work Club/Phi** – student members from both of these clubs have registered for and are currently attending two different professional conferences (Council on Social Work Education and the National Association of Social Workers). Over 56 students were supported to attend these two different events. The clubs also purchased t-shirts for the student members to wear at the conference to show GSU pride.

- **Graduate Student Association (Economics)** – the GSA started off the year without a full slate of elected officials, so that was their first order of business. But they will be holding In the coming weeks a professional development workshop on preparing for the Job Market, where faculty provided guidance to PhD students getting ready to enter the job market.

- **Economics Club** – this club has held a variety of events to help appeal to various levels of interests and involvement. They welcomed a guest speaker who presented on Globalization, they hosted a study group for mid-terms, and they sponsored a Dodgeball weekend event to blow off mid-term blues.

- **Criminal Justice Student Association** – The CISA has held two club meetings and will be hosting a Georgia Bureau of Investigations Tour later this month.

- **Criminal Justice Graduate Association** – So far this organization has held two membership meetings, and this week will be co-hosting a Graduate Panel with the undergraduate CJ club to allow undergraduates to find out more information on graduate school from current graduate students at Georgia State. On November 1st they will also be having a talk by Dr. Mindy Bradley who is a visiting professor to the department.

- **Nonprofit Leadership Alliance** – this group’s membership rate continues to rise, and is now the largest chapter in the United States. Each club meeting continues to host an employer/lecturer who instructs on nonprofit leadership competencies, and meetings to date have covered the topics of How to Market Yourself as an NLA Candidate, Program Evaluation, Writing For Success, and Staff Development. They have completed three networking events focused on the topics of Homelessness, World Hunger, and International markets. They have completed a Global Growers Community Service event and will be sending 80 volunteers this Friday (Oct. 26th) to Park Elementary School and presenting Banking On Your Future with Operation Hope (a local nonprofit). They have also been working fervently to fundraise almost $23,000 to pay for 70 club members to attend the January 2014 Alliance Management Institute, which will be held in Atlanta this year.
• **PMAP Community Network** – PMAP CN has hosted three events to date. Their first meeting was to convene as a group and attend the first GSU football game home opener. Their second meeting welcomed a panel of experts who talked about the topic “Where Has the Middle Ground Gone – the impact of a two party system on public policy”. Their third meeting this week will convene a career panel of Human Resource Directors from state, local, and private organizations speaking about how to be competitive in today’s job market.

• **Planning & Economic Development Club** – in only their second year as a student organization, this club is proving to be very focused and prolific. They have held four meeting so far this semester, which have included speakers from the Atlanta Federal Reserve, the Atlanta Beltline, and the Atlanta Regional Commission. Upcoming speakers and topics include International Economic Development and global poverty.

**New Programming – Augmented Funding:**

• **AYS Annual Field Day Event** – last year two AYS clubs held a friendly competition between their two clubs and they purchased an “Andrew Young Field Day Cup” trophy, which is going to be won each year by the AYS department who wins the most events at Field Day. It was a great success last year, but we would like to make sure all four departments have a chance to compete now as a school – so we anticipate having the need for more food and to buy more materials for the field day events (tug of war rope, hula hoops, etc.). **Total cost: $600**

• **Poster Presentation/Case Study Competitions:** The three clubs in the PMAP department are very eager to launch poster presentation competitions – encouraging students from all concentrations to move forward on their entrepreneurial ideas, and to invite equivalent student groups from Georgia Tech and UGA to also compete. Funding would be used to help sponsor the cost of the poster presentation printing (around $150 per poster/per student group) as well as light refreshments during the course of the ½ day event. Employers within local/state/federal/nonprofit agencies would be invited to serve as judges. Potential total cost: 10 student groups presenting ($150 x 10), plus $500 to cover parking for employers, award certificates/plaques, and light refreshments. **Total cost: $2,000.**

• **Nonprofit Leadership Alliance Mini-Conference on Budgeting & Finance** – the NLA group would like to host a full-day, on-campus conference for both NLA and non-NLA students interested in learning more about financial management & budgeting (state funds vs. grant funds, accounts receivable/payable, major gifts, software programs used to track donor management, etc.). NLA would like to purchase certificates of appreciation for the employers who will instruct these workshops and also offer lunch to all program participants since the event will be a full-day event. **Total cost: $500.**

• **Honorarium** – the Criminal Justice Graduate Association’s goal is to improve the readiness of their students for PhD studies and/or faculty positions upon graduation. They would like to invite more high profile speakers to our campus to help raise GSU’s profile across the nation. They would need around $2,000 to bring at least two notable speakers to our campus to present on viable topics, to which the entire GSU campus could benefit. **Total cost: $2,000.**

**Budgetary Cuts (If Necessary)**

All clubs realize that we are in tight budgetary times, and if cuts are necessary, they clubs will respond accordingly. However, given the role that student life activities, such as club events, play in the overall quality of student engagement at Georgia State, making further cuts in our programming budgets would potentially impact the quantity and curb appeal of many of these groups events. Food does play an important role in attracting students during evening and lunch time events. But all Andrew Young groups are willing to do more collaboration and cross-functional programming if necessary to still be able to offer incentives for attendance. Our school prides itself on the level of performance and output our clubs generate, and we view our possibilities as increasing as opposed to decreasing – so we hope that the Student Fee Council will look favorably upon us for the coming year. Thank you.
Student Activity Fee Committee
Meeting Schedule - Fall Semester 2012
Approved September 14, 2012
Revised September 21, 2012
Approved October 26, 2012

Friday, September 7, 2012, 2:00 p.m. – 5:00 p.m.
Mandatory Student Fees Summary
Student Activity Fee Guidelines and Overview
FY 2013 Budget Summary and Allocations
Student Activity Fee Committee Proposed Fall Meeting Schedule - Discussion

Friday, September 14, 2012, 2:00 p.m. – 5:00 p.m.
FY 2014 Process – Discussion
  • SA Fee Guidelines
  • SA Fee Overview
  • Applications
  • University-Wide Fee Council Guidelines
  • Spring Meeting Schedule
Student Activity Fee Committee Proposed Fall Meeting Schedule – Vote
Essential Services Report

Friday, September 21, 2012, 2:00 p.m. – 5:00 p.m.
FY 2014 Process – Vote
  • SA Fee Guidelines
  • SA Fee Overview
  • Applications
  • University-Wide Fee Council Guidelines
  • Spring Meeting Schedule
Mid-Year Process – Discussion (Vote ?)
FY 2014 Fee Council Allocation – Discussion (Level of Funding)

Friday, September 28, 2012, 4:00 p.m. – 5:00 p.m.
Student Feedback on Sustainability Initiative (Discussion)

Monday, October 1, 2012
Students serving on the Diversity Fee Council are identified by the SGA President

Friday, October 26, 2012 2:00 p.m. – 6:00 p.m.
Fee Council Presentations and College and Fee Council Training FY 2014

Friday, November 2, 2012 2:00 p.m. – 5:00 p.m.
Mid-Year Process – Discussion/Vote

Friday, November 30, 2012 2:00 p.m. – 5:00 p.m.
FY 2014 Council Allocations - Deliberations & Final Vote
Student Feedback on Sustainability/Environmental Survey
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<tr>
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<th>FY 13 Budget</th>
<th>FY 2014 Allocation</th>
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<td><strong>Academic Teams</strong></td>
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<td><strong>Arts</strong></td>
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<td><strong>Honors College ($55,000)</strong></td>
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<tr>
<td><strong>International Student Association Council (ISAC)</strong></td>
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<td><strong>Media</strong></td>
<td>$218,663</td>
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<td><strong>SGA</strong></td>
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Updated 10/25/12 10:10 a.m.

Note: The FY 2013 allocation for the Honors College is not included in the total.
V. Mid-Year Process/FY 2014 Allocation Discussion (Attachment 20)

Georgia State University
Student Activity Fee Committee (SAFC)
FY 2013 Allocations Amended Budget (Mid-Year)
October 26, 2012

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<tr>
<td>Colleges</td>
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<td>University-Wide</td>
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<td>Essential Services w/o Contingency</td>
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Updated 10/25/12 11:14 a.m.