

Student Activity Fee Committee
Meeting Minutes
Office of the Dean of Students Conference Room
April 18, 2014

In attendance: Rebecca Stout, Chair and Andrew Whyte, Vice Chair. Voting student members: Lanier Henson, Tyler Lewis, Camryn Bradley, and Timothy Smith. Alternate Voting Members: Loren Johnson, Josephine Exantus, and Justin Brightharp. Non-student voting members: Amanda Antara and Darryl Holloman. Ex officio: Latisha Benoit and Shantavia Reid-Stroud.

Not in attendance: Voting student members: Osato Uzamere, and Juan Parra. Alternate voting student members: Joseph Estenes. Non-student voting members: Joann Bacon. Ex officio: Beth Jones and Edgar Torbert.

The Student Activity Fee Committee met on April 18, 2014 at 2:00 p.m. in the Office of the Dean of Students Conference Room and took the following actions:

I. Approval of Minutes

Tyler Lewis moved to approve the minutes. This motion was seconded by Lanier Henson. With no objections the minutes were approved.

II. SAFC Guidelines Violations

Darryl Holloman shared the sub-committee's report and recommendations (see attachment 1). Lanier Henson moved to accept the report and recommendations made by the sub-committee. This motion was seconded by Loren Johnson and approved unanimously.

III. Spring Budget Update

The following proposals were presented to the Student Activity Fee Committee:
Organization United (OU) Fund, NACA Student Government Association Conference East, Panther Pride Development fund for the Funding of Pre-Game Festivities of Georgia State University Football Game, Pilot Special Edition Signal Magazine, and the Chartered Organization Conference Registration Fund. The proposal for the Chartered Organization Conference Registration Fund was withdrawn.

Camryn Bradley moved to fund the following proposals:
Organization United (OU) Fund - \$41,500 (see attachment 2)
NACA Student Government Association Conference East - \$6,000 (see attachment 3)
Panther Pride Development fund for the Funding of Pre-Game Festivities of Georgia State University Football Game - \$15,000 (see attachment 4)
Pilot Special Edition Signal Magazine - \$12,520 (see attachment 5)

This was seconded by Lanier Henson and approved by the following roll call vote:

Amanda Antara– Yes
Darryl Holloman– Yes
Camryn Bradley– Yes
Lanier Henson – Yes
Tyler Lewis – Yes
Timothy Smith – Yes
Josephine Exantus– Yes
Loren Johnson – Yes
Justin Brightharp– Yes

The meeting was adjourned at 3:45 p.m.

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SAFC Meeting - 04/18/14
I. Committee Guidelines Violations Sub-Committee
Report & Recommendations (Attachment1)



To: Dr. Rebecca Stout, Associate Vice President for Student Affairs
FM: Dr. Darryl B. Holloman, Assistant Vice President for Student Affairs-Multicultural Programs
RE: Student Activity Fee Sub-committee Report
DT: April 15, 2014

A handwritten signature in black ink, appearing to read "D. Holloman".

Attendance: Dr. Darryl Holloman, Amanda Antara, Shantavia Stroud, Tyler Lewis (student)
Maura Ryan (Organization Advisor); Samuel Cooper (Organization President)

Results of the meeting:

- The Spring Escapade Drag Show which was held Thursday, March 27, 2014 was advertised as free for GSU students but \$5.00 was charged to individuals who were not GSU students.
- Members of the Alliance for Sexual and Gender Diversity were responsible for collecting funds. Every person in attendance were given a wrist band upon entering the event but there was no distinction in the wrist band regarding who had paid to attend the event.
- No receipts for cash were given at the event.
- \$175.00 was collected at the event, this money was used towards payment for the organization's resource room rent (**please see note below**)¹.
- Taylor Trimble (previous Alliance president) responded to Mrs. Shantavia Stroud regarding inquiries concerning this event; however, it was reported that Samuel Cooper is the current president of the Alliance and was the president at the time the event occurred.
- Neither the Organization's Advisor nor the current president was aware that Taylor Trimble had spoken on behalf of the organization concerning this particular event.

Recommendations:

- The Alliance for Sexual and Gender Diversity will be responsible for repayment of the collected funds (\$175.00) to the Student Activity Fee. On April 11, 2014 the organization gave \$175.00 to be refunded to the Student Activity Fee.
- Since this event is held during both the fall and spring semesters the organization should meet with Shantavia Reid-Stroud or a DOS budget designee to review the University cash handling policy at least two weeks prior to the occurrence of these events.
- The organization needs to update their OrgSync account to reflect a change in the Presidency of the group. Samuel Cooper should be listed as the current president and Taylor Trimble should be removed as the president of record.
- All correspondence, particularly emails and other social venues should be changed or update to reflect the current president's name and/ or contact information.
- The organization should strictly adhere in the future to all University cash handling processes, policies and procedures.
- It was determined by the committee that no further action was necessary if the recommendations listed above were followed.

¹ It should be noted that the President of the Alliance came to the meeting on April 11, 2014 with \$175.00 to be refunded to the Student Activity Fee.

Georgia State University
Organizations United (OU) Fund

Approved by the Student Activity Fee Committee April 18, 2014

The Student Activity Fee is of Georgia State University to ensure high quality program, events, and educational experiences are available to the student body. The Organizations United (OU) Fund will be used to increase school pride through collaboration of various student organizations. The purpose of the fund is to sponsor events that promote school pride and engage the student body at large.

Funding

It is purposed that the “Organizations United Fund” be funded from the Student Activity Fee in the amount of \$41,500 per academic year. The aforementioned allocation of each fiscal year will be derived from Student Activity Fee Funds remaining at the end of the previous fiscal year to the extent that revenues exceed expenditures. All requests will be reviewed by the Student Government Association President, the Assistant Director for Leadership and the Business Manager for the Office of the Dean of Students to ensure that the proposals adhere to Georgia State Univeristy guidelines.

Review

An annual report shall be produced by the Student Government Association President before the final spring semester Student Activity Fee meeting. The report will showcase the programs and events that were sponsored by the fund.

Disbursement of Funds

Approved expenditure shall be administered through the Office of the Dean of Students to ensure that the expenditures adhere to university, Board of Regents, state, and federal laws. Financial documentation shall be housed in the Office of the Dean of Students.

Rationale

Organizations United (OU) has the responsibility, as a committee under the Student Government Association’s President to foster collaborative programing among student organizations to increase school pride. This fund would allow OU an incentive for membership and an avenue for funding large scale programs that meet all university rules and regulations.

Georgia State University

NACA Student Government Association Conference- East

Approved by the Student Activity Fee Committee April 18, 2014

The student Activity Fee is of Georgia State University to ensure high quality program, events, and educational experiences are available to the student body. Recognizing the high level of impact a properly ran Student Government can have on its campus, sending the executive board to a conference for professional training on the various issues involved with the management of the Student Government will further increase the strength of the organization as a whole.

Funding

It is purposed that the Student Government Association's 2014-2015 Executive Board be funded in a trip to the NACA Student Government Association conference in the amount of \$6,000. The aforementioned allocation will be derived from the Student Activity Fee Funds remaining at the end of FY 2014.

Review

A detailed report of the conference and the experience shall be submitted by the Student Government Association to the Student Activity Fee Committee at its first meeting in fall semester 2014.

Disbursement of Funds

The approved disbursement shall be placed in the Georgia State University's Student Government Association account for their disbursement as needed for the transportation to and from the conference and the registration costs for the trip. These funds will only be used for these two areas, and if the advisor or any other non-student representatives are in attendance they will be responsible for paying their own transportation and registration.

Rationale

After reviewing several conferences offered to Student Government Association Student Leaders and advisors it was decided that the NACA Student Government Association Conference- East will have the greatest amount of impact on the student leaders attending. The Student Government Executive Board would learn and improve skills such as:

- Learn how to improve relationships with university officials and campus staff;
- Discuss ways to create a desired impression of the student government;
- Establish a plan for working with campus and local media;

- Learn to create school spirit and loyalty through collaboration with other campus groups;
- Develop a role for the SGA in fostering a strong town-gown relationship;
- Learn to create programs to ensure leadership transition from one year to the next;
- Gain ideas on how to use technology to maximize student government presence, programs and services;
- Exchange resource materials with other school delegates through networking opportunities;
- Learn ways to recognize the diversity on campus and support the development of programs to achieve this goal;
- Learn to create unity in a student government where many opinions differ;
- Develop strategies for campus outreach to provide the student government with the knowledge it needs to make tough decisions and recommendations.

SAFC Meeting – 04/18/14
IV. Spring Budget Update (Attachment 4)

Georgia State University
Panther Pride Development fund For the Funding of
Pre-Game Festivities of Georgia State University Football Games

Approved by the Student Activity Fee Committee April 18, 2014

The student Activity Fee is of Georgia State University to ensure high quality program, events, and educational experiences are available to the student body. Pre-Game festivities hosted by student organizations are a crucial part of the college experience for students.

Funding

It is purposed that, pre-game festivities for Georgia State University athletic events, in cooperation with the Office of Student Affairs be funded from the Student Activity Fee in the amount of \$15,000. The aforementioned allocation will be derived from the Student Activity Fee Funds remaining at the end of FY 2014. The logistics will be coordinated by the Student Government Association in conjunction with Athletics.

Review

A detailed report of the pre-game festivity space utilization must be provided by the Student Government Association President for the final Student Activity Fee Committee meeting.

Disbursement of Funds

Disbursement shall be administered through the Office of the Dean of Students to the Athletic department. The funds shall be used for purchasing parking spots for student tailgating within the student parking lot. 200 spots shall be purchased for the six 2014 home football games. An additional 100 spots shall be purchased for Aug 27th, October 11th, and October 25th.

Rationale

An athletic events is a time of excitement and known to be a large gathering of students from Georgia State University. However, after hearing students' concerns, they feel left out and disenfranchised from athletic events especially if their interests are not athletics. Student organizations can be the bridge between this gap, bringing multiple backgrounds and increase student involvement at athletic events. This fund would allow the first 200 student, or student organization's car to be parked for free at the regular season 2014 football game. The organizations would then have spots to host any pre-game festivity that relates to their organization and it gets them excited about the Georgia State athletics. All interests can be heard through this fund, it would unite the student body, and increase overall Panther Pride. The additional 100 spots shall be purchased for the Aug 27th, October 11th, and October 25th game's in order to accommodate the larger crowds expected at these games.

Georgia State University
Pilot Special Edition Signal Magazine

Approved by the Student Activity Fee Committee April 18, 2014

The Student Activity Fee is of Georgia State University to ensure high quality program, events, and educational experiences are available to the student body. Recognizing the many highly successful editions of the Bi-weekly released Signal News Papers, and the real world print experiences available to the students involved in the creation of these papers, creating funding to further expand the abilities for these students to create special edition magazines both provides an amazing educational experience to those involved but also increases the involvement of our student body.

Funding

It is purposed that \$12,520 be allocated to the Signal News Staff for the purpose of creating and printing twelve thousand copies of a special edition summer magazine, and other special edition magazines throughout the year. At least one special edition shall be created and distributed throughout each the fall and spring semesters in addition to the summer edition. The aforementioned allocation will be derived from the Student Activity Fee Funds remaining at the end of FY 2014.

Review

A detailed report including one copy of each issue created shall be submitted by the Georgia State Signal staff to the Student Activity Fee Committee by its final meeting in spring 2015.

Disbursement of Funds

The approved disbursement shall be placed in the Georgia State University Signal's account for their disbursement as needed in the creation of the summer, fall, and spring special edition magazines.

Rationale

Given the Signal's past work as the primary printed news source on campus, giving the Signal the necessary fund to create special edition magazines throughout the year will not only enrich the college experience for those involved in the creation and disbursement of the copies, but also for the general student body who will be able to read the magazines.