

Student Activity Fee Committee
Meeting Minutes
480 University Center
February 10, 2012

In attendance: Rebecca Stout, Chair and James Dutton, Vice Chair. Voting student members: Zain Malik and Ben Williams. Alternate voting student member: Grace Lee and Marcus Kernizan. Non-student voting members: Joann Bacon, Eric Blacknall and Matthew Robison. Ex officio: Beth Jones, Jeff Walker and Shantavia Reid.

Not in attendance: Voting student members: Shane Gardner, Greg Hodgkin, Star Arvizo, James Gallagher and Hanish Patel. Alternate voting student member: Chris Brown. Ex officio: Edgar Torbert.

The Student Activity Fee Committee met on February 10, 2012 at 2:00 p.m. in 480 University Center and took the following actions:

I. Approval of Minutes

- November 4, 2011

Ben Williams moved to approve the minutes. This was seconded by Zain Malik and approved with no objection.

- November 11, 2011

Zain Malik moved to approve the minutes. This was seconded by Ben Williams and approved with no objection.

II. University-Wide Fee Council Guidelines – Vote

Grace Lee moved to approve the University-Wide Fee Council Guidelines (see attachment 1). This motion was seconded by Ben Williams and approved unanimously.

III. Student Activity Fee Committee Meeting Schedule (Revised)

Dr. Blacknall moved to approve the revised spring meeting schedule (see attachment 2). This motion was seconded by Zain Malik and approved unanimously.

IV. Announcements

Dr. Stout asked the committee to think about the best way to fund the Honors College (e.g., whether they should be a separate fee council similar to the Student Bar Association or be funded as a college). The committee will discuss this in further detail at the next meeting, Friday, March 9, 2012.

V. Q&A Sessions

The following organizations appeared before the University-Wide Fee Council (see attachment 3): Student Veterans Association, La Unidad Latina, Lambda Upsilon Lambda Fraternity Inc., Rialto Student Ambassadors, Economic Empowerment Initiative, Panther Breakaway, Omicron Delta Kappa, University Speakers Association, Lambda Theta Alpha Latin Sorority, Circle K Int'l, Sustainable Energy Group, International Socialist Org, Phi Beta Sigma Fraternity, Inc., and Hands on Atlanta.

The following student organizations did not appear for their Q&A session: Campus PALS, Lambda Theta Phi Latin Fraternity, and Progressive Student Alliance. The following student organizations did not sign-up for a Q&A session: Amnesty Int'l, Colleges Against Cancer, Delta Epsilon Iota, National Society of Collegiate Scholars, Sigma Sigma Rho, College Republicans @GSU, Habitat for Humanity, and Theta Nu Xi Multicultural Sorority, Inc. The following student organization withdrew their proposal: Young Democrats.

Note: During this meeting Grace Lee and Marcus Kernizan served as alternate student voting members.

The meeting was adjourned at 5:10 p.m.

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.

**Student Activity Fee Committee Revised Schedule
Spring 2012**

Approved November 4, 2011

Revised February 10, 2012

Friday, November 11, 2011 - Students serving on the Diversity Fee Council are identified by the SGA President

Monday, December 5, 2011 – U-Wide Fee Council Budget Request Applications are available on Dean of Students website and in the Office of the Dean of Students. Advertising begins

Friday, January 20, 2012 – Information Session for U-Wide Fee Council Applicants, conducted by DOS Business Operations – Lanier Suite, 2:00 p.m. - 4:00 p.m.

Friday, February 3, 2012 – Applications are due from U-Wide Fee Council Applicants to DOS Business Operations. Applicants will have an opportunity to sign up for Q&A Sessions

Tuesday, February 7, 2012 – DOS Business Operations Distributes Copies of Applications to U-Wide Councils

~~**Friday, February 10, 2012** – University-Wide Fee Council Conducts Q&A Session
480 University Center, 2:00 p.m. - 5:00 p.m.~~

(February 27, 2012 – March 4, 2012 – Spring Break)

~~**Friday, March 9, 2012** – University-Wide Fee Council Deliberates and Votes on FY 2013 U-Wide Fee Council Allocations 480 University Center, 2:00 p.m. - 5:00 p.m.~~

Monday, March 12, 2012 – DOS Business Operations Notifies University-Wide Fee Council Applicants of FY 2013 Recommended Allocations and Appeal Process

Monday, March 19, 2012 – Deadline for University-Wide Fee Council Applicants to Appeal FY 2013 Allocations

~~***Friday, March 30, 2012** – SA Fee Committee Hears Fee Council Presentations
480 University Center, 2:00 p.m. - 5:30 p.m.~~

~~***Friday, April 13, 2012** – SA Fee Committee Deliberation and Final Confirmation Vote on FY 2013 SAFC Budget Readership Review Process (2011-2012) and Proposal to Funding New Student Organizations
Lanier Suite, 2:00 p.m. - 5:00 p.m.~~

***Friday, April 20, 2012** – If needed
Location TBA, 2:00p.m. – 5:00 p.m.

***Tuesday, April 24, 2012** – DOS Business Operations Notifies Colleges/Fee Councils of FY 2013 Approved Allocations

*denotes approved changes

SAFC Meeting – 2/10/12
V. Q&A Sessions (Attachment 3)

University-Wide Fee Council
Q&A Schedule
Friday, February 10, 2012
480 University Center

2:20– Student Veterans Association

2:30– Campus P.A.L.S (**Did not appear**)

2:40– La Unidad Latina, Lambda Upsilon Lambda Fraternity Inc.

2:50– Rialto Student Ambassadors

3:00– Economic Empowerment Initiative

3:10– Lambda Theta Phi Latin Fraternity (**Did not appear**)

3:20– Panther Breakaway

BREAK

3:45– Omicron Delta Kappa (ODK)

3:55– Progressive Student Alliance (**Did not appear**)

4:05– University Speakers Association

4:15– Lambda Theta Alpha Latin Sorority

4:25– Circle K International

4:35– Sustainable Energy Group

4:45– International Socialist Org

4:55– Phi Beta Sigma Fraternity, Inc

5:05– Hands on Atlanta

University-Wide Fee Council
Q&A Schedule
Friday, February 10, 2012
480 University Center

Note: The following organizations applied for funding but did not sign-up for a Q&A session.

Amnesty International
Colleges Against Cancer
Delta Epsilon Iota
National Society of Collegiate Scholars
Sigma Sigma Rho
College Republicans@ GSU
Young Democrats (**Proposal withdrawn**)
Habitat for Humanity
Theta Nu Xi Multicultural Sorority, Inc