

Mandatory Fee Committee – Report to the University Senate

Submitted by Craig Turner

This committee reviews the continuance of and proposed increases to mandatory fees charged to students.

Historical Data

Fiscal Year	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
<i>Fall Semester Year</i>	<i>2007</i>	<i>2008</i>	<i>2009</i>	<i>2010</i>	<i>2011</i>	<i>2012</i>	<i>2013</i>	<i>2014</i>	<i>2015</i>	<i>2016</i>
Student Bobcat Card Fee	8	8	9	9	9	9	9	9	9	9
Student Parking and Transportation Fee	37	50	64	64	66	66	69	69	69	75
Student Technology Fee	60	65	68	68	68	68	68	68	68	68
Student Activity Fee	111	111	118	123	123	123	123	123	123	133
Student Health Fee	70	78	85	95	95	95	95	95	95	95
Student Wellness Center Fee	No fee	No fee	No fee	75	125	175	175	175	175	175
Student Athletic Fee	143	153	165	175	175	181	181	181	181	181
Special Institutional Fee	No fee	200	200	175	275	275	275	275	275	275
Total	429	665	709	784	936	992	995	995	995	1,011

Note: For Fiscal Year 2009, the Special Institutional Fee was administered only for Spring 2009

Student Parking and Transportation Fee ----- Breakdown										
Parking Fee	37.00	39.50	53.50	53.50	55.50	55.50	58.50	58.50	58.50	64.50
Transportation Fee	No fee	10.50	10.50	10.50	10.50	10.50	10.50	10.50	10.50	10.50
Total	37.00	50.00	64.00	64.00	66.00	66.00	69.00	69.00	69.00	75.00

Student Activity Fee ----- Breakdown										
Activity Fee	69	69	76	76	76	76	76	76	76	86
Activity Center Fee	42	42	42	42	42	42	42	42	42	42
Sustainability Fee	No fee	No fee	No fee	5	5	5	5	5	5	5
Total	111	111	118	123	123	123	123	123	123	133

Executive Summary

There were no proposed fee increases and the committee voted unanimously to continue each of the fees with no fee increase.

Per USG policy

Requests to continue or increase mandatory fees shall be reviewed and voted on by a mandatory fee committee that shall represent students, faculty and staff.

Internal Procedures

The committee shall consist of at least eight members: a minimum of four students, a Staff Council representative, two University Senate representatives and one member at large. The committee shall meet once in October to be given fee packets that include fee narratives and financials for discussion. The committee shall be expected to take away and review the details of the packet in preparation for a November meeting to deliberate and vote on the fees to be submitted to President and Cabinet for final approval before submission to the system office. Under very rare circumstances will additional meetings be necessary.

Mandatory Fee Committee Members

Students

Laura Ahrens
Matthew Jones
Alimease Lowe
Charles Morgan
Michael Muller
Bradley Spinner

University Senate Representatives

David McIntyre
Craig Turner

Staff Council Representative

Sara Cordova

At-Large Member

Andy Lewter

Mandatory Fee Tentative Calendar

Tentative Date	Action
Tuesday, October 18, 2016	Fee requests due in narrative format to Russ Williams at russ.williams@gcsu.edu
Last week in October	President and Vice President review requests
Tuesday, November 1, 2016	Fee Committee meets to hand out and discuss fee requests
Tuesday, November 15, 2016	Fee Committee meets to for Q&A on the narratives and financial. If necessary, presentations shall be made by fee representatives.
Tuesday November 29, 2016	Fee Committee meets to vote on requests.
Friday December 16, 2016	President reviews recommendation of the fee committee; and if needed, an additional meeting with the fee committee is scheduled prior to submittal to BoR

Mandatory Fee Committee Activity

- Tuesday November 1, 2016 The Mandatory Fee Committee met to receive materials for review and have an opportunity to seek clarifications on both the review process and the guidance received from the University System of Georgia (USG). See the *Pertinent Excerpt from the USG Guidance Letter from USG Chancellor Hank Huckaby* below. At the conclusion of this meeting, committee members were charged to review the materials and were invited to submit questions, concerns, or clarification requests to Russ Williams by email or phone.
- Tuesday November 15, 2016 No questions, concerns, or clarifications were received by Russ Williams that indicated a need for this meeting, and so this meeting was canceled.
- Tuesday November 30, 2016 The Mandatory Fee Committee met to vote on proposed fee increases. As there were no fee increase requests – primarily due to the moratorium on such requests in the USG guidance – the committee voted to recommend the continuance of each existing fee at its current level to the University President.

Pertinent Excerpt from the USG Guidance Letter from USG Chancellor Hank Huckaby

Mandatory student fees are integral to providing students a high quality educational experience. These fees are the primary source of funding for non-academic student focused activities and facilities. My position on mandatory fees remains consistent, therefore, the System Office and the Board of Regents will not consider requests for new fees or fee increases for FY 2018. The only exceptions are as follows:

- 1. Fee increases needed to support PPV projects whose revenues are falling or expected to fall below levels to sustain those projects. However, before requesting an increase you should:
 - a. review all project costs and processes to identify where efficiencies can be realized and expenses reduced;*
 - b. explore other sources of revenue, besides fee revenue, to compensate for any actual or anticipated revenue shortage;*
 - c. determine the availability of reserves to sustain projects; and*
 - d. evaluate the project plan to determine whether revisions to the plan to meet the lower revenues levels or estimates are feasible.**
- 2. Prior commitments of multi-year fee plans.*
- 3. On a case by case basis, consideration will be given to institutions to allow for the reallocation of fees, provided that the overall mandatory fee level remains neutral.*

Institution must continue to right size mandatory fee supported programs and activities based on current enrollment levels. This action will require institutions to evaluate and prioritize current programs and activities and make the necessary adjustments to stay within budget.