



University of West Florida
Student Government Association

2019-2020 Activity & Service Fee Statute Update

Legislation: 18-19 Bill VII

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First Reading: <u>March 22, 2019</u>	Second Reading: <u>March 22, 2019</u>
Yes: 17	Yes: 16
No: 0	No: 1
Abstain: 0	Abstain: 0

Ms. Samantha Lubowiecki
Senate Pro Tempore

Be it known that Student Government 18-19 Bill VII is hereby signed on 4/1/19

✓
Pass Veto
3/29/19
Date

Mr. Brandon Malone
Student Body President

Chapter 301: Senate Duties & Responsibilities

- 301.01 Each voting member of the Senate shall attend Senate, committee meetings, mandatory events, and perform mandatory committee responsibilities.
- 301.02 The Senate shall approve the A&S Fee budget by Two-Thirds Vote.
- 301.03 Any funds not expressly provided for in the Student Government Association budget, over \$300.00, shall be authorized by Majority Vote of the Senate.
- 301.04 All increases or decreases in organizational and travel grant accounts For Student Government Association must be enacted by Two-Thirds Vote of the Senate and shall take effect the next term.
- 301.05 The Senate will have the right to review all expenditures made in the Student Government Association budget. The Senate will also have the power to override the signature authority of the Treasurer by Two-Thirds Vote.
- 301.06 ~~Senators shall receive a stipend each semester, so long as each Senator has adequately fulfilled his/her duties upon the conclusion of each semester. If This is a Senator's first term, their stipend will be used to purchase a nametag, embroidered polo shirt, or a and an embroidered button-down shirt at the discretion of the director of communications. Afterwards, they can elect to receive their stipend in the normal fashion.~~

Chapter 1203: Usage of the Activity and Service Fee

- 1203.01 Any entities funded by the A&S Fee are obligated to expend funds specifically within the intent expressed in their approved budget.
- 1203.02 If funds are not expended within the expressed intent of the approved budget, then upon the recommendation of the Budget and Allocations Committee to the Student Government Association Senate and upon notification to the Vice President of Student Affairs, a hold may be initiated on the organization's right to expend A&S Fee funds. If a hold is implemented against an account, the account administrator may appeal to the Student Government Association Senate within five working days. Majority Vote of the Student Government Association Senate, approval by

the Student Body President, and approval by the Vice President of Student Affairs are required to remove the hold. Furthermore, notwithstanding a hold on the account, failure to expend funds as intended may affect an A&S funded entity's future funding decisions.

- 1203.03 A&S Fee funds are intended for the benefit of University of West Florida students, both in spirit and by law. Use of A&S Fee funds with the intent to benefit other groups (i.e. not University of West Florida students) is prohibited and considered improper use, and is subject to the penalties of the same, as mentioned above.
- 1203.04 Deficit spending is prohibited. All deficits shall be deducted from subsequent budget allocations and may further affect future funding Decisions.
- 1203.05 In addition to the limitations of the statute governing A&S Fees, the Budget and Allocations Committee will not grant money to groups who discriminate their membership based on any of the criteria listed in University of West Florida's Policy Prohibiting Discrimination, Harassment & Retaliation (P-13.03-05/10), which states that individuals shall be free "from discrimination or harassment based on the following protected classes: age, color, disability, gender, marital status, national origin, race, religion, sexual orientation and veteran status..." "Gender" as used throughout this policy shall mean sex and gender identity."
- ~~1203.06 A&S Fees generated by the Emerald Coast Campus are allocated in full to the Emerald Coast Campus. If, at the end of the fiscal year, not all of the funds have been used, the Budget and Allocations Committee may choose, with Three Fourths Vote, to allocate these funds for use on the main campus non-recurring fund.~~
- ~~1203.07~~
- 1203.06 A&S Fee funds may not be used for fundraising purposes or the direct generation of revenue.

A. Examples of prohibited use:

1. Funds used to purchase doughnuts to be sold for fundraising.
2. Funds to be given to a charitable agency (i.e. Red Cross).

B. Examples of permissible use:

1. Funds used to purchase refreshments for an event that supports a charitable cause (i.e. Pizza for Relay for Life event).

~~1203.08~~

1203.07 All A&S Fee funded organizations, departments, or events must include the "funded through SGA" logo on all advertisements, promotional materials, and/or giveaways, and on any items purchased with A&S money. Exemptions may be granted by the Budget and Allocations Chair.

1204.03 Travel Grants:

A. Undergraduate and graduate students who are travelling to advance their educational experience in their area of study or interest are eligible to receive funding from this account.

B. Travel grants are not awarded for academic credit bearing activities, except for Study Abroad and Directed Study non-commuting semester Programs.

C. Students may receive a maximum of ~~\$300~~ \$700 per fiscal year. Groups of three students or more travelling for the same purpose may receive a maximum of ~~\$1,000~~ \$2,000 per event. This includes students traveling separately for the same event. The same group of students may only receive a maximum of \$2,000 per fiscal year.

D. Students applying for assistance must first gain approval from the department chair and/or faculty/staff advisor.

~~E. All funds approved by the Budget and Allocations Committee must be equally matched by any source not already funded by the A&S Fee. Students submitting requests must show proof of these matching funds as part of their request.~~

F E. Grant requests must explain the purpose of the proposed travel and the effect it will have on both the individuals' academic career and the University.

~~⊖~~ F. No funding will be awarded from this account to pay for food.

~~⊕~~ G. Awarded funds will be disbursed directly to students in a manner consistent with University policy; authority over the monies shall not be delegated to other University departments, A&S funded or not.

† H. Once the allocated funds are depleted, no further requests will be reviewed for that semester/fiscal year.