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## Programming and Audits Committee Meeting Minutes 09/07/ 2011

University of South Florida. Student Government Senate

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University of South Florida  
Student Government Fifty-Second Student Senate

FALL SESSION  
September 7th 2011

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**Meeting called to order by Chairman Ayaz Hemani at 1:10PM**

Hemani- First thing on the agenda is roll call. I am here. Naseem is here. Sarah will be late. ShYam is here. Justin is here. Our Senate secretary is here. So, Jeff and Sarah will be a little late today. That's fine. Alright, it wasn't counting. Okay, so any additions/deletions to the agenda today?

*Motion to accept the agenda by Senator Akel.*

Hemani- I sent out two of the minutes from the summer semester. Did anyone get a chance to review it?

*Motion to approve both of the minutes by Senator Akel.*

Hemani- Any objections? Both minutes have been accepted.

**Open forum**

Hemani- Would anyone like to speak at this time? Okay.

**New business**

Hemani- Event audits. I'm going to pass around the schedule for week of welcome. I'm also passing around audit schedules. Have them with you so you can fill them out for whenever. So are there any events that you guys attended during week of welcome.

Carey – I did not. I did homework in my apartment. No events.

Hemani- Alright, so if you guys ever do go to an event on campus. Whether it's SG or student organization related. I'm going over the form. If they are multiple organizations right before the programming line, on the second line you put the event title, on the third line you put your name. Put the name date and location and actual attendance of the event. On the top is the total and you split it up into estimated students faculty and staff. Under programming you generally state how well the

program was executed and what actually went on during the event. So, you state whether the location was appropriate and set up on time. You will see questions regarding food. If there was no food served put a line through there and usually its pizza because the quality is appropriate for many of the events. You'll see events where workshops are appropriate and maybe sandwiches will be appropriate. In that case you will circle the rating scale from 0-10. If the amount of the food was appropriate you would make 9 or 10. If it was not appropriate you would write it in additional details and write 6 or 7. If there are any additional comments you can write it there and why the event should be done in the future. So, that's for the audit form. Next thing is viewpoint neutrality. This should be done for the paperwork section. I had you guys point out your organizational involvement. So, that we can be viewpoint neutral for auditing during Signature Events. I just want to quickly review the history of the Supreme Court and viewpoint neutrality. I did bring this up during the summer semester. So, the whole reason why viewpoint neutrality became an issue is because it is a mandatory fee. There were a view cases that went to the Supreme Court in the University of Virginia for free speech and funding. The second one was involved in the University of Wisconsin. Where individuals have the right to not pay student fees. So, in order to prevent lawsuits, we have it so that everyone who wants fees can apply for them or funding. So, that we can void all of this nonsense. So, are there any questions regarding viewpoint neutrality? No? Alright. So, we went over this in summer and I think we should do it again. There aren't as many showcases we can go to. We can hand out applications to organizations you're involved with. In next week's meeting I can compile a list. I know it can be tedious, but it's very simple. You have a letter; well first I'll give you a spreadsheet with different information. There could be Lisa Moore for first and last name. So, I'll give you something like this with organizational information. So, let's say its LASA. So, okay that would be saved on your desktop and you would start a new message that says: Dear and you would put someone's name here. And you would select "letter" and you would hit select recipients and you would navigate to spreadsheet and then you can start inserting the merge fields. Say first name and last name. And then you put a space between them and put comma and say I am writing to inform you that your organization and then you put the organization name there and put whatever else you want to put and it would just come up like that you can email it like that. So, for an email, an email address would be in this spreadsheet as well, so it would send it automatically.

Akel- Is there going to be the sample letter that we give out?

Hemani- I think I got you guys to make the letters in summer. If you have sample drafts we can get together and choose a finally copy that we want to use. The deadline for the homecoming grant is coming up and some other things that might concern the student organizations. So, I will try and get you guys to send me a schedule of when you're available so we can advertise for signature events. Signature events are a 2000 dollar grant to an event that has 3 collaborating organizations. They are technical lectures and such. So, it's a broad category and it's really funded to start new traditions on campus. So, any questions?

Carey- I'm assuming Bull's market is not an audited event.

Hemani- Anything else? We'll move into announcements if anyone has anything to say? Does anyone have any motions?

*Motion to adjourn by Senator Akel.*

**Adjournment called by Chairman Ayaz Hemani at 1:22PM.**

*Transcribed by Senate Secretary, Theresa Rivera.*