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Senate Bill (S) 54-011 Updating Proviso

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University of South Florida Student Government Senate

SB [S] 54-011
Updating Proviso
54th Term
Fall 2013



The intent of this legislation shall be to take into consideration the updates made to Chapter 804 by the Activity and Service Fee Recommendation Committee.

A SENATE STATUTORY AMENDMENT

Be it enacted by the Senate of the University of South Florida Student Government assembled, that the following changes be made to the Student Government Statutes:

Chapter

804

Activity and Service Fee Proviso Language

804.1 The following is the Activity and Service (A&S) Fee Proviso for fiscal year 2013-2014.

804.1.1 This proviso shall govern both the A&S allocation and the expenditure processes.

804.1.2 This amended Title 8 is valid for the current year's ASRC cycle and is valid for Interim Funding submission during the following fiscal year. The current Chapter 804 remains valid for Interim Funding submissions until the end of the current fiscal year.

804.1.3 The Activity and Service Recommendation Committee shall set aside an abeyance of projected, adjusted net revenue as determined by the Office of Budget and Policy Analysis. The abeyance must be at least 5% and no greater than 10% of projected fee collections. The abeyance account shall be used if fee collections are less than projected or in case of emergencies or unforeseen circumstances as approved by the President of the University.

804.2 Rules and Regulations for all A&S funded programs, services and activities:

804.2.1 All A&S funded programs, services, and activities that benefit the Student Body must be submitted with detailed justification for each item.

804.2.2 The Activity and Service Recommendation Committee (ASRC) and the Senate Committee on Appropriations and Audits have the discretion to deny funding to any Activity & Service fee budget request with proper justification.

804.2.2.1 The ASRC and the Senate Committee on Appropriations and Audits are not obligated to fully fund any A&S eligible program, service, and activity. All departments and organizations are encouraged to seek outside financial support.

804.2.3 Any deviations from Proviso must be brought to the Senate floor and passed with a supermajority vote.

804.2.4 A&S funded events shall be held on campus with the exception of events approved by the Senate Committee on Appropriations and Audits.

804.2.5 The Senate may delegate allocation authority, when appropriate, to the Committee on Special Funding for the purposes of allocating grants. Grant allocations shall adhere to all restrictions as set forth by this proviso.

804.2.6 ASRC may allocate an allowance to any A&S funded entity for the purpose of purchasing services provided by the SG TechSmart partnership or its equivalent.

804.2.7 No revenue shall be generated from an A&S funded event.

804.2.8 A&S Fees shall not be spent to directly benefit non-USF students with the exception of:

804.2.8.1 Recognition of USF Faculty, Staff, Advisors, and/or Coaches.

804.2.8.2 Speaker fees and/or honorariums

804.2.9 Any New Payroll Position Request shall be accompanied by a memorandum entailing both the job description and a justification for the necessity of the positions' funding. For the purpose of this clause, a New Payroll Position Request shall be defined as any position specific payroll request not funded in the prior Fiscal Year.

804.2.10 All A&S funded events shall be open to all students at no charge with the exception of Student Government events and Student Affairs sponsored events with the advice and consent of the SG Senate. SG Sponsored events may deviate from this proviso when appropriate.

804.2.11 Student Government funded campus-wide activities need the authorized sponsorship of a SG branch or agency in order to be considered a Student Government sponsored event.

804.2.12 All T-Shirts and promotional materials purchased by A&S funds, excluding Our Shirt, must display the Student Government logo.

804.2.13 Telephones can be funded at a base rate of current IT charges or at last year's usage levels. New phones can be funded with proper justification. Existing telephones ~~for organizations~~ which have not been funded by July 1 of each fiscal year will be terminated by Activity & Service Fee Management Bureau (ASMB).

804.2.14 No A&S funds shall be expended on or in behalf of any political campaign.

804.2.15 A&S funded materials shall be distributed in a manner open to all students on a first come first serve basis.

804.2.16 Activity and Service Fee monies shall not **fund** nor be **expended** on the following:

- 804.2.16.1 Awards of cash value and scholarships
- 804.2.16.2 Fundraising costs
- 804.2.16.3 Personalized clothing (i.e. individual product)
- 804.2.16.4 Personal items
- 804.2.16.5 Individual membership (except as defined for the Sports Club Council)
- 804.2.16.6 Video rental
- 804.2.16.7 Any controlled substances
- 804.2.16.8 Food for general business/body meeting as defined in Title I of SG Statutes.

~~804.2.16.8 A general business meeting shall be defined as any meeting that has as its primary purpose to plan future events, to discuss general business of the organization, or to elect officers.~~

- 804.2.16.9 Services and materials that could be provided by the SG TechSmart Partnership or its equivalent
- 804.2.16.10 Services and materials that could be provided by WBUL Student Radio (Bulls Radio), unless approved by the Senate Committee on Appropriations and Audits.
- 804.2.16.11 Door prizes
- 804.2.16.12 Travel for volunteer or service work with an out of State or International destination
- 804.2.16.13 Media Advertising (With the exception of The Oracle).
- 804.2.16.14 Items such as recorded music, books, subscriptions, and videos that are already available at the USF Library.
- 804.2.16.15 Sports equipment that can be found at the Campus Recreation Center.

804.2.17 Activity and Service Fee Monies may be **funded** and **expended** to a maximum amount or maximum occurrence as outlined below:

- 804.2.17.1 Costume Rental/Purchase: \$500.00
- 804.2.17.2 Trophies/Plaques: \$150.00
- 804.2.17.3 Shirts: \$7.00 per shirt
- 804.2.17.4 Food: \$7.00 per student in attendance per event
- 804.2.17.5 An event to recruit or welcome students: once per academic term
- 804.2.17.6 End of semester banquet: once per academic term
- 804.2.17.7 Banners: \$200.00
- 804.2.17.8 Oracle ads: \$200.00
- 804.2.17.9 Shipping: no more than standard shipping costs. Any shipping cost above standard must be approved by the Chairperson of the Senate Committee on Appropriations and Audits, and the Chief Financial Officer.

804.3 Additional Rules and Regulations for Organizations under purview of the Sports Club Council:

804.3.1 Activity and Service Fee Monies will not **fund** nor be **expended** on the following items:

- 804.3.1.1 T-shirts
- 804.3.1.2 Food

804.3.2 Activity and Service Fee Monies may be **funded** and **expended** to a maximum amount listed below at the discretion of ASRC and/or the SCC Executive Board with the proper justification.

804.3.2.1 Personal equipment items

804.3.2.2 Membership dues only if required for the organization or individual to participate in a competition or conference

804.3.2.3 Coach/Instruction Fees: \$5,000 total per club

804.3.3 Activity and Service Fee Monies may be expended to a maximum amount for travel per year listed below ("least cost" method will be used)

804.3.3.1 Total travel expenses: Maximum of \$10,000.00 per year

804.3.3.2 Airline tickets: \$5,000.00 maximum per trip

804.4 Additional Rules and Regulations for the Signature Events Grant Program:

804.4.1 To receive Signature Events Funds, student organizations may apply for a SG Signature Events Grant. The Committee on Special Funding shall decide the amount allocated per request in compliance with these Statutes.

804.4.1.1 No grant shall exceed \$2,000.

804.5 Additional Rules and Regulations for the Travel Grant Program:

804.5.1 To receive Travel funds, student organizations, with the exception of sports clubs, shall request a SG Travel Grant. The Committee on Special Funding shall decide the amount allocated per request in compliance with the following:

804.5.2 Activity and Service Fee Monies may be **funded** and **expended** to a maximum amount for travel per year listed below ("least cost" method will be used):

804.5.2.1 Total travel expense: Maximum of \$7,000.00 per year

804.5.2.2 Airline tickets: \$3,500.00 maximum per year

804.5.2.3 Car Rental: ~~\$60.00~~~~30.00~~ per day (exclusive of total gas receipts)

804.5.2.4 Rooms: \$50.00 per student per night

804.5.2.5 Registration: \$250.00 per student per conference

804.5.2.6 Personal Vehicles: as defined by state statute or university policy

804.5.2.7 Mini-Van Rental (7-passenger): ~~\$40~~75.00 per day, per van

804.5.2.8 12-Passenger Van: ~~\$100~~50.00 per day, per van

804.5.2.9 Bus Rental: \$1,500.00 per event

804.5.2.10 Food for travel may be provided as defined by State Statutes or University policy.

804.6 Additional Rules and Regulations for the Engineering Expo Grant Program:

804.6.1 In order to receive Engineering Expo funds, student organizations shall request a SG Engineering Expo Grant. The Committee on Special Funding shall decide the

amount allocated per request in compliance with these Statutes.

804.6.1.1 No grant shall exceed \$1,550.

804.7 Additional Rules and Regulations for the Homecoming Grant Program:

804.7.1 To receive Homecoming funds, student organizations shall request a SG Homecoming Grant. The Committee on Special Funding shall decide the amount allocated per request in compliance with these Statutes.

804.7.1.1 No grant shall exceed \$1,550.



Shyam Patel
Shyam Patel, Student Senate President

October 25th 2013
Date

William Warmke
William Warmke, Student Body President

10/25/13
Date

SB [S] 54-011

Authors: 54th Term Activity and Service Recommendation Committee

Sponsor: Zein Kattih, Activity and Service Recommendation Committee Chairwoman

Committee Action: (3-0-1)

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