



# Student Government

UNIVERSITY OF COLORADO **BOULDER**

University of Colorado Student Government  
Legislative Council

30 September 2013

79 LCB 04 — SGFB Restructure

Sponsored by:

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## **A Bill to Restructure and Revise the Student Group Funding Board**

### **Bill History**

The Student Group Funding Board has been a resource for student groups to obtain funding for operational costs for several fiscal years. Student Group Funding Board (SGFB) serves as the only student-fee-funding resource with a mission to support student groups with their operating costs and processes, as they work towards creating a positive and inclusive campus climate.

The current SGFB structure, which dictates following-year funding, is not conducive to smooth group-to-Board communication and interaction. This legislation establishes SGFB as a same-year funding source in order to clarify the funding process for student groups and the Board. The Board Chair and liaisons will be better able to answer questions students have about spending their funds, since the same board that hears the group's proposal and allocates funds will also oversee the spending of those funds. This legislation aims to decrease confusion and increase positive interactions between student groups and the SGFB, and in doing so, create a better environment for student groups to work and the SGFB to serve on campus.

### **Bill Summary**

This bill seeks to amend the Student Group Funding Board Code with the following sections.

**THEREFORE, BE IT ENACTED by Legislative Council of the University of Colorado Student Government, THAT:**

**Section 1: Repeal and nullify Student Group Funding Board Code 101.B. v, vi, viii, ix, x, xii, which state:**

- “v. Student-at-Large Members (minimum of 6). They will be ratified for the term of one year.
- vi. Two (2) students that shall be appointed by the Student Organizations Finance Office based on involvement in student groups. They may not be current signers. They will be appointed for the term of one year.
- viii. The Recording Secretary, appointed by the Chair of SGFB. The secretary will be a non-voting member.
- ix. A non-student staff employee of the Student Organizations Finance Office, selected by the Director of the Student Organizations Finance Office. This SOFO employee will not have a vote on any SGFB financial matters but will be allowed a voice in decision-making and board conduct. They shall be a source of institutional knowledge and an advisor regarding university policy. The only circumstances under which this SOFO employee will be permitted to vote would be in the case of a tie when members are unable to vote due to conflicts of interest, described in Section 205.A.a.
- x. CUSG Office Manager. This member will not have a vote on any SGFB financial matters, but will be allowed a voice in decision-making and board conduct.
- xii. The Finance Board Vice Chair. This member will not have a vote on SGFB financial matters, but will be allowed a voice in decision-making and board conduct.”

**and appends Student Group Funding Board Code 101.B. v, vii, viii, ix, ix, and xi, deleting vi and renumbering, to state:**

- “v. Student-at-Large Members (minimum of 7). They will be ratified for the term of one year.
- vii. The Recording Secretary, appointed by the Chair of SGFB. The secretary may be chosen from the Students-at-Large or may be appointed by the chair as a non-voting member.
- viii. A non-student staff employee of the Student Organizations Finance Office or designee, selected by the Director of the Student Organizations Finance Office. This SOFO employee will not have a vote on any SGFB financial matters but will be allowed a voice in decision-making and board conduct. They shall be a source of institutional knowledge and an advisor regarding university policy. The only circumstances under which this SOFO employee will be permitted to vote would be in the case of a tie when members are unable to vote due to conflicts of interest, described in Section 205.A.a.
- ix. CUSG Office Manager or designee. This member will not have a vote on any SGFB financial matters, but will be allowed a voice in decision-making and board conduct.
- xi. The Finance Board Vice Chair or designee. This member will not have a vote on SGFB financial matters, but will be allowed a voice in decision-making and board conduct.”

**Section 2: Add new Student Group Funding Board Code 103. G. and H, which state:**

- “G. Travel: A journey to a location outside the normal routine of the student group’s activity.”
- “H. Event: A unique activity that is open to CU Boulder and extended community.”

**Section 3: Repeal and nullify Student Group Funding Board Code 203. A.1., which states:**

“A. Eligibility and Term 1. The persons appointed as liaisons shall be student members of the board, excluding the Cultural Events Board Chair. The liaison shall be assigned to the group for the year.”

**and amends Student Group Funding Board Code 203.A.1. to state:**

“A. Eligibility and Term 1. The persons appointed as liaisons shall be voting members of the board. The liaison shall be assigned to the group for the year.”

**Section 4: Repeal and nullify Student Group Funding Board Code 205. A.1., which states:**

A. Student Voting Members 1. The Board shall consist of nine student voting members. The following will be the voting members of the SGFB: the Vice Chair, five (5) ratified Student-at-Large members, two (2) students appointed by SOFO, and the President of Legislative Council or their designee. The Chair may vote on the occasion of a tie.

**and amends Student Group Funding Board Code 205.A. to state:**

“A. Student Voting Members 1. The Board shall consist of seven student voting members. The following will be the voting members of the SGFB: the seven (7) ratified Student-at-Large members, which includes the Vice Chair. The Chair may vote on the occasion of a tie.”

**Section 5: Repeal and nullify Student Group Funding Board Code 205.B., which states:**

“B. General Members

1. The remainder of the Board shall be non-voting General Members. General Members shall participate in all duties, obligations, and responsibilities, attend meetings, and be entitled to the same rights, privileges, and responsibilities as a student voting member, with the exception of voting on financial matters, such as the allocation of funds to individual groups. All General Members are required to attend two student group events per semester and report back to the board. Non-student members of the board are encouraged, but not required, to attend student group meetings and events.”

**and amends Student Group Funding Board Code 205.B. to state:**

“B. General Members

1. The remainder of the Board shall be non-voting General Members. The General Members are: CUSG Executive or designee, President of Legislative Council or designee, CEB Chair or designee, non-student staff employee of SOFO or designee, CUSG Office Manager or designee, and Finance Board Vice Chair or designee, and may include the Recording Secretary.

2. General Members shall participate in all duties, obligations, and responsibilities, attend meetings, and be entitled to the same rights, privileges, and responsibilities as a student voting member, with the exception of voting on financial matters, such as the allocation of funds to individual groups, and

acting as a liaison to student groups. All General Members are required to attend two student group events per semester and report back to the board. Non-student members of the board are encouraged, but not required, to attend student group meetings and events.”

**Section 6: Repeal and nullify Student Group Funding Board Code Section 401.A., C., and F., which state:**

“A. Funding hearings for SGFB shall occur bi-weekly from the fall semester until the last day of February. The first hearing shall occur during the second week of classes in the fall semester.”

“C. Application forms for student group funding shall be made available on the CUSG website beginning the first Monday of August.”

“F. The board will then discuss and vote on passing the budget for first reading. If it passes, then the student group will be emailed via the [sgfb@colorado.edu](mailto:sgfb@colorado.edu) account to confirm their approval to second reading, which will take place the next consecutive meeting. If the student group does not pass to second reading, the student group will be emailed via the [sgfb@colorado.edu](mailto:sgfb@colorado.edu) account, explaining why they were not passed to second reading, as well as outlining the appeals process.

**and amends Student Group Funding Board Code Section 401.A., C., and F. to state:**

“ A. Funding hearings for SGFB shall occur weekly from the first week in August until the last week in March.”

“C. Application forms for student group funding shall be made available on the CUSG website beginning the first Monday of July.”

“F. The board will discuss and vote on passing the budget. The student group will be emailed via the [sgfb@colorado.edu](mailto:sgfb@colorado.edu) account to confirm the amount allocated. If the board deems it necessary, a second reading will be called the next consecutive week. The student group will be emailed via the [sgfb@colorado.edu](mailto:sgfb@colorado.edu) account and asked to return. If the student group’s budget does not pass, the student group will be emailed via the [sgfb@colorado.edu](mailto:sgfb@colorado.edu) account, explaining why their budget was not passed, as well as outlining the appeals process.”

**Section 7: Repeal and nullify Student Group Funding Board Code Section 403.B., which states:**

“B. The SGFB shall allocate monies to student groups based on the University fiscal year. Allocations should be made on an ongoing bi-weekly funding basis. Final allocation for the next fiscal year shall be made and finalized by June 30.”

**and amend Student Group Funding Board Code Section 403.B. to state:**



“B. The SGFB shall allocate monies to student groups based on the current University fiscal year. Allocations should be made on an ongoing weekly funding basis.”

**Section 8: Repeal and nullify Student Group Funding Board Code Section 602. A.2., which states:**

“2. Payroll - SGFB may fund payroll for student employees or student group officers. These officers will receive hourly pay. Following Student Fee Regulations, there will be a limitation of a maximum of 10% of the entire allocated operating budget being designated toward payroll. To receive pay, they will have to fill out a time sheet at the end of every two weeks with detailed descriptions of their work and have it signed and approved according to the following: If a group is affiliated: the appropriate advisor, SGFB liaison, and SGFB Chair. If a group is independent: the authorized SOFO signer for the group, the SGFB liaison, and the SGFB Chair.”

**and amends Student Group Funding Board Code Section 602. A.2 to state:**

“2. Payroll - SGFB may fund payroll for student employees or student group officers. These officers will receive hourly pay. Following Student Fee Regulations, there will be a limitation of a maximum of \$5000 of the entire allocated operating budget being designated toward payroll. This funding can only be awarded by SGFB when the student group requests that part of its operations budget be designated for payroll. To receive pay, they will have to fill out a timesheet at the end of every two weeks with detailed descriptions of their work and have it signed and approved according to the following: If a group is affiliated: the appropriate advisor. If a group is independent: the authorized SOFO signer for the group. If a signer is receiving payroll, they must have another signer sign off on their hours.

**Section 9: Repeal and nullify Student Group Funding Board Code 602. A.2.a.i., which states:**

“i. A job description in their budget request, specifying the number of members to be paid, how much they would like to be paid, and the set hours per week. All members seeking payroll must be classified under the Student Assistant system as determined by the Office of Student Employment.”

**and amends Student Group Funding Board Code 602. A.2.a.i. to state:**

“i. A job description in their budget request outlining the position’s duties and responsibilities and specifying the number of members to be paid, how much they would like to be paid, and the set hours per week. All members seeking payroll must be classified under the Student Assistant system as determined by the Office of Student Employment.”

**Section 10: Repeal and nullify Student Group Funding Board Code 602. A. 7., which states:**

“7. Food: All student groups are allowed to spend a maximum of 5% of their operational budget on food for their meetings, retreats, and other official functions they host, not including special campus-wide events. This funding can only be awarded by SGFB when the student group requests that part of its operations budget be designated for food. This will take place beginning in the 2013-14 fiscal year.”

**and amends Student Group Funding Board Code 602. A.7. to state:**

“7. Food: All student groups are allowed to spend a maximum of \$700 of their operational budget on food for their meetings, retreats, and other official functions they host, but they may not use this money for events or travel. This funding can only be awarded by SGFB when the student group requests that part of its operations budget be designated for food.”

**Section 11: Repeal and nullify Student Group Funding Board Code 604.A.a.ii.1., which states:**

“1. Travel: A Level One student group may only receive travel funding for up to two of its members. They may only travel once a year and the travel must contribute to the development of the group.”

**and amends Student Group Funding Board Code 604. A.a.ii.1. to state:**

“1. Travel: A Level One student group may only receive travel funding to travel once a year, and the travel must contribute to the development of the group.”

**Section 12: Repeal and nullify Student Group Funding Board Code 604.A.2., which states:**

“2. Events: A Level One student group may only receive event money for one event per semester (fall/spring). The event must contribute in a meaningful way to the student body on campus.”

**and amends Student Group Funding Board Code 604. A.2. to state:**

“2. Events: A Level-One student group may only receive event money for one event per year. The event must contribute in a meaningful way to the student body on campus.”

**Section 13: Repeal and nullify Student Group Funding Board Code 604.A.b.ii.1., which states:**

“1. Travel: A Level Two student group may only receive travel funding for up to five of its members. They may travel twice a year and the travel must contribute to the development of the group.”

**and amends Student Group Funding Board Code 604. A.b.ii.1. to state:**

“1. Travel: A Level Two student group may only receive travel funding to travel twice a year and the travel must contribute to the development of the group.”

**Section 14: Repeal and nullify Student Group Funding Board Code 701.A., B., and C, which state:**

“A. The SGFB shall hold hearings with each applicant to determine both the student group’s eligibility and to determine an allocation for the student group.

B. First Hearing

1. Student groups shall present their budgets to the SGFB.
2. The SGFB shall vote by a majority, present and voting, to determine whether the student group is eligible for funding, as provided for under this code.
3. The SGFB shall determine whether there are any further questions about the budget and communicate that by email to the group through the student group liaison. The group shall have a week to respond.

C. Second Hearing

1. The SGFB shall review the budget again, discuss answers to previous questions, and determine the allocation to the student group through a vote, by a majority, present and voting, to make an allocation to the student group.
2. When all allocation decisions have been made, the SGFB shall prepare the allocation notice. This allocation must be approved by a majority, present and voting, of the voting members of SGFB.
3. The student group liaison shall inform the student group of the SGFB decision.”

**and amends Student Group Funding Board Code 701. A. and B., deleting C., to state:**

“A. The SGFB shall hold a hearing with each applicant to determine both the student group’s eligibility and to determine an allocation for the student group.”

“B. Hearing

1. Student groups shall present their budgets to the SGFB.
2. The SGFB shall vote by a majority, present and voting, to determine whether the student group is eligible for funding, as provided for under this code, and if eligible, the amount allocated.
3. When all allocation decisions have been made, the SGFB shall prepare the allocation notice. This allocation must be approved by a majority, present and voting, of the voting members of SGFB.
4. The student group liaison shall inform the student group of the SGFB decision.
5. If the board deems it necessary, a second hearing will be called the next consecutive week. This will be communicated by email through the student group liaison. In the second hearing, the SGFB must decide whether to fund or not fund the group. The student group liaison shall inform the student group of the SGFB decision.”

**Section 15: Repeal and nullify Student Group Funding Board Code Section 703, which states:**

703: Legislative Council Approval

- A. The Legislative Council shall approve or reject, without amendment, by a majority present and voting, the SGFB budget.
- B. The Legislative Council shall approve the SGFB Budget through a bill that shall be presented to the Executive(s) for signature, veto, or enactment without action.
- C. Upon approval of the SGFB budget the allocations shall become final and the Student Organization Finance Office shall disburse the funds as allocated.

**and amends Student Group Funding Board Code Section 703 to state:**

“703: Budget and Allocation Approval:

The SGFB shall be treated similarly to a cost center in that annual budgets will be reviewed and approved through the regular process by Finance Board and Legislative Council and allocations to student groups would be reported through quarterly reports to Finance Board.”

**Section 16: Repeal and nullify Student Group Funding Board Code 1201. B.1., which states:**

“1. The Vice Chair, the five (6) Student-at-Large members, and the Recording Secretary will receive \$100 bi-weekly.”

**and amends Student Group Funding Board Code 1201. B.1. to state:**

“1. The seven (7) Student-at-Large members, which includes the Vice Chair and may include the Recording Secretary, will receive \$100 bi-weekly. If a Recording Secretary is hired and is not a Student-at-Large member, they will be paid an hourly rate determined by the chair.”

**Section 17:** This bill shall take effect upon passage by the Legislative Council and upon either obtaining the signatures of two Tri-Executives or the lapse of six days without action by the Tri-Executives.

**Vote Count**

10/10/2013

Failed on 1<sup>st</sup> reading

0-9-8

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Chris Schaeftbauer  
President of Student Affairs

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Wesley Montag  
Legislative Council President

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Ellie Roberts  
President of Internal Affairs

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Marco Dorado  
President of External Affairs

