



# Student Government

UNIVERSITY OF COLORADO **BOULDER**

## University of Colorado Student Government Legislative Council

December 4, 2014

**82 LCB 01 — Student Activities Office Cost Center**

**Sponsored by:**

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Rachel Leonard	Legislative Council President
Garrett Jaso	Co-Director of Legislative Affairs
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Boneth Ahaneku	Director of Homecoming and Event Planning
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Jimmie Baker	UMC Associate Director Operations and Services
Ilsa Hale	Representative-at-Large
CJ Manning	Representative-at-Large
Joseph Soto	UMC Board Chair
Emily Breidt	UMC Board Voting Member
The UMC Board	
The Environmental Board	

**Authored by:**

Lora Roberts	President Internal Affairs
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**A Bill to Create a New Student Activities Cost Center**

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## **Bill History**

Since 2000, Student Involvement was established under the University Memorial Center and Student Organizations Finance Office, SOFO, was established as a Cost Center about 1968, there have been two offices on campus focused on student development and support for student organizations and groups. SOFO, as an office, is geared to focus more on the finances of student groups due to the fact that they manage the money that student groups are allocated. However, due to a lack of a centralized location for student groups to get support, advice, financial help, and development as leaders, SOFO has become the office that has taken on advising student groups. Currently, Student Involvement is working closer with large student organizations such as Program Council and CU Gold, and providing programming and leadership development for students.

Starting in the Spring of 2014, the former Tri-Executives led an effort to begin assessing CUSG support systems for student groups and organizations. A team, led by Tri-Executive Ellie Roberts, conducted focus groups with student groups, key stakeholders and support systems for student groups such as SOFO and Student Involvement. At the end of their assessment, they gave key suggestions based off the findings of the report on how to support student groups better. One of the suggestions they provided was the combination of SOFO and Student Involvement to create a centralized location where student groups and organizations could go to get support.

Beginning in the summer of 2014, the current CUSG Tri-Executives began discussions about combining Student Involvement and SOFO. As Tri-Executives, and with the support of Student Affairs, it was decided to combine the offices, with the idea that the new office would open at the beginning of the 2015 school year. An Implementation Team, led by Tri-Executive Lora Roberts, began working in October of 2014 to create a vision, financial plan, and space plan for the new office. Key stakeholders were invited to this team, including UMC Board Chair, one Representative at Large, one Senator, the Finance Board Chair, representatives from SOFO, Student Involvement, the UMC, and Student Affairs.

The concept of the new Student Activities Office is to create a centralized location where student groups and organizations can receive advising, financial support, programming support, leadership development, and an office that can run programs to help get students engaged, involved, and increase retention on campus.

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## **Bill Summary**

This bill establishes the Student Activities Office as a cost center under the jurisdiction of the University of Colorado Student Government. CUSG will establish and retain the Student Activities Advisory Board to oversee, review and manage the Student Activities Office.

**Whereas**, the Student Involvement, Activities and Leadership Development Office and the Student Organizations Finance Office (SOFO) have a history of providing a variety of services to students. However, because both offices provide different services that are equally important to student groups, students are forced to navigate a complicated system to acquire what they need to be successful.

**Whereas**, both offices have acknowledged the need for additional and permanent resources to more fully support student involvement on campus.

**Whereas**, research shows that involvement on campus leads to increased retention.

**Whereas**, there is a need for a centralized comprehensive student activities office at CUB with adjacent resource center.

**Whereas**, the centralized Student Activities Office will reside in the UMC to provide a close connection to all students and the student organizations that are currently housed in the building.

**Whereas**, in order to create easier access to engagement, students need a centralized location to find ways to be involved and get information; to receive guidance on event planning, travel, and student organization finances; and to learn strategies for member development and retention.

**Whereas**, a Student Activities Office that provides these services using various student development theories and also offering leadership development, cultural engagement, traditional student activities, programming and Greek life can provide students with meaningful opportunities for growth and development while supporting recruitment and retention efforts, academic success, and ultimately increasing graduation rates.

**Whereas**, the addition of financial support by CUSG will provide funding for staff and programs that support student organizations.

**Whereas**, the benefits for the new cost center will be to centralize services to student organizations, simplify the process for students to get involved, and improve the recruitment and retention of students who have a desire to enhance their college experience by getting involved.

**Whereas**, this cost center can become a central location where students take advantage of financial resources, leadership training, and a resource center that will encourage collaboration and innovation.

**Whereas**, the resource center will be a place for students to connect, collaborate, and contribute through services and resources like printing, chalk, office supplies, and collaborative work spaces.

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

**Section 1:** The Student Activities Office will be under the policy-making and financial jurisdiction of the University of Colorado Student Government, becoming a cost center. As such, the Student Activities Office annual budget will be determined through CUSG's annual budget cycle process. Final approval of the Student Activities Office annual operating budget is subject to approval by the University of Colorado Board of Regents.

**Section 2:** The mission statement of the Student Activities Office will be determined by those who will work in the new office and will be decided before the start of the 2015 academic year. The mission statement will be subject to final approval by the University of Colorado Student Government Legislative Council.

**Section 3:** A Student Activities Advisory Board shall be created as the governing and policy body of the Student Activities Office. The Advisory Board will have input on all matters concerning the cost center including, but not limited to, the creation and implementation of operational and fiscal policy.

- A. Membership of the Student Activities Advisory Board shall consist of one appointed member from Legislative Council, who will be appointed by the CUSG Tri-Executives and approved by Legislative Council. The board will also include 6 students at large, which the advisory board will appoint. The board will also have 2 non-student voting members. In addition, the board will include liaisons from Finance Board, and other programs of the board's choosing. The liaisons will be non-voting members. The University of Colorado Legislative Council must ratify the voting member appointments made by the Student Activities Advisory Board. This board will be established by the start of the 2015 academic year.

**Section 4:** Finance and Accounting functions for CUSG cost centers will remain in the UMC under CUSG.

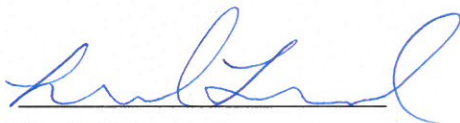
**Section 5:** All key stakeholders, including the UMC, UMC Board, and other CUSG advisory boards will be equitably included in the process and communication of merging the Student Involvement Office and SOFO.

**Section 6:** This bill will require a monthly report to Legislative Council on the progress of the development of the Student Activities Office by the Director of the Student Activities Office and at least one representative from the implementation team until July 30, 2015.

**Section 7:** The bill shall take effect upon final passage in Legislative Council and upon either obtaining the signature of two Tri-Executives and the Legislative Council President or the lapse of six days without action by the Tri-Executives.

**Vote Count:**

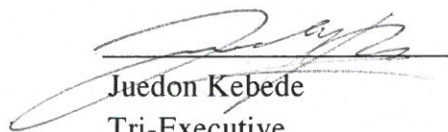
12/4/14	Approved on 1 <sup>st</sup> Reading	10-1-5
12/11/14	Amended to add Section 4	Acclamation
12/11/14	Amended to add Section 5	Acclamation
12/11/14	Amended the language of Section 5 to “equitably”	Acclamation
12/11/14	Amended the language of Section 5 to include other boards	Acclamation
12/11/14	Amended to add Section 6	Acclamation
12/11/14	Amended the language of Section 6 to add a representative	Acclamation
12/11/14	Approved on 2 <sup>nd</sup> Reading	12-4-2



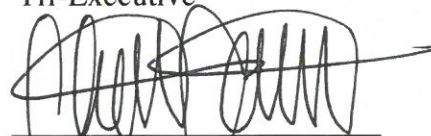
Rachel Leonard  
Legislative Council President



Lora Roberts  
Tri-Executive



Juedon Kebede  
Tri-Executive



Chelsea Canada  
Tri-Executive

Concept:

The new Student Activities Office will provide strong support for student organizations through advising, skill development, and utilizing the best practices in higher education. In addition to supporting student organizations, this office will help campus become an engaging and safe community through programs, activities, and trainings that connect students to campus. This office will focus on student success and retention by helping students get involved in campus.

The development of the new department was entrusted to an implementation team. The charge of the team is below. Moving forward, the office will continue to be developed by the implementation team combined with the assistance of stakeholders including office staff members, students, and other areas on campus that will work closely with this office.

*Student Activities Implementation Team Charge*

This implementation team will work collaboratively to develop a centralized student activities and organizations office that focuses on student development, student organization and advising support, student activities and involvement, and the best practices in higher education for these areas. The department will be developed with minimal budget impact to student fees and will combine Student Organizations Finance Office (SOFO) and the Student Involvement, Activities, and Leadership Development Office into a new cost center. The Implementation Team will provide a proposal to Legislative Council by the end of the Fall 2014 semester.

# Student Activities Office

(Working Name)

