

Date Passed: 2/12/16

Vote Count: 20-0

**SENATE BILL #2504**

**TITLE:** Revisions to the ASUW Finance Policy

**DATE INTRODUCED:** April 5, 2016

**AUTHORS:** Senators Kerbs and Thomson-Lichty; SAL Wetzel

**SPONSORS:** Senators Hernandez, LaFaso, and Wolfgang



1. WHEREAS, it is the duty of the Associated Students of the University of Wyoming (ASUW)
2. Student Government to support programs which benefit students and student organizations;
3. and,
4. WHEREAS, the ASUW Recognized Student Organization (RSO) Funding Board possesses
5. sole authority to allocate ASUW funds directly to RSOs; and,
6. WHEREAS, the RSO Funding Board supports a diverse array of campus events sponsored
7. by many RSOs; and,
8. WHEREAS, clarity within the ASUW Finance Policy is important to making fair and just
9. allocation decisions; and,
10. WHEREAS, the ASUW Student Government currently must approve all events which
11. require
12. suspension of any portion of the ASUW Finance Policy, even if the request is less than
13. \$1000.00; and,
14. WHEREAS, requiring Senate approval to suspend the ASUW Finance Policy in every case
15. places unnecessary bureaucratic restrictions upon RSOs with small funding requests; and,
16. WHEREAS, no corrective measures currently exist if an RSO is to violate the ASUW
17. Finance Policy; and,
18. WHEREAS, it is important that the student fee dollars which fund these events are used in
19. accordance with the ASUW mission.

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20. THEREFORE, be it enacted by the Associated Students of the University of Wyoming


21. (ASUW) Student Government that the ASUW Finance Policy be amended as


22. outlined in Addenda A through H; and,

23. THEREFORE, be it further enacted that Senate Bill #2504 be effective when the 104<sup>th</sup>

24. Administration of the ASUW Student Government takes office.

**Referred to:** Constitution; RSO Funding Board, and SOP

**Date of Passage:** 4/12/16 **Signed:**   
(ASUW Chairperson)

“Being enacted on 4/21/16, I do hereby sign my name hereto and approve this Senate action.” 

ASUW President

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## **ADDENDUM A**

### **Article III. ASUW RSO Funding Board**

- xii. ASUW shall not allocate funds for charitable donations including donations that support charity organizations and fundraising activities. ASUW can fund RSOs and their programs that may generate funds for charity fundraisers. Regardless of their charitable nature, any fundraisers shall be required to also be educational in nature.

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## **ADDENDUM B**

### **Article III. ASUW RSO Funding Board**

- i. RSOs may receive funding for programs or activities that have the potential of generating revenue. The intended use of any revenue generated may be a consideration in choosing to approve or deny funding board requests. RSOs may not generate any revenue through charging admission or registration fees to students. However, they may generate revenue through:
  1. Charging admission or collecting registration fees from anyone that is not a UW student
  2. Holding auctions or selling goods or services (if in accordance with city laws and all University regulations)
  3. Other means approved by the ASUW RSO Funding Board during the application process

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## ADDENDUM C

### Article III. ASUW RSO Funding Board

- xvii. RSOs may receive funding for programs and events held on campus. Off campus programs or events may receive funding as outlined:
  - 1. Events must be advertised on campus.
  - 2. ASUW will not pay for room fee.
  - 3. ASUW will only fund catering at the allocated \$18 per plate rate.
  - 4. ASUW will only fund ASTEC services for a medium or small PA system, labor, and transport included.
    - i. All other technical services in addition to a medium or small PA system is the sole financial responsibility of the RSO.
  - 5. ASUW will not pay service fees.
  - 6. To be eligible for service the RSO must follow ASTEC's reservation and fair use guidelines.

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## **ADDENDUM D**

### **Article III. ASUW RSO Funding Board**

- xvi. RSOs shall cooperate with the University Disability Support Services to make any campus-wide event accessible to students with disabilities whenever possible. RSOs must include in any advertisements the means by which a potential attendee would request accommodations.

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## ADDENDUM E

### Article III. ASUW RSO Funding Board

- xxv. Failure to comply with any provisions of this Section may result in the loss of funding. If an RSO is to violate any of the ASUW Finance Policy or any additional stipulations placed on the allocations by the RSO Funding Board and/or the ASUW Senate, it may be suspended from applying for funding in the future. For violations occurring with requests for which ASUW has allocated under \$1,000, RSO's will be ineligible to apply for funding for a full academic year following the violation. For violations occurring during events for which ASUW has allocated \$1,000 or more, the RSO will be ineligible to apply for funding for remainder of the semester and an additional calendar year from the end of that semester. ~~it will be ineligible to apply for funding for a full semester following the violation.~~
- i. The RSO Funding Board or the Associate Director of Finance may impose the suspension outlined above.
  - ii. RSOs may appeal this suspension through the process outlined below (xxv.)
  - iii. Any Senator may make a motion to lift or reduce the length of an RSO's suspension, regardless of the RSO's decision to appeal. This motion requires a two-thirds (2/3) standing vote of the Senate to pass.

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## **ADDENDUM F**

### **Article III. ASUW RSO Funding Board**

xxx. Meeting Times

1. The RSO Funding Board shall meet and consider requests no less than one scheduled school day before the ASUW Senate meets, with the exception of University observed holidays.

The deadline for RSO Funding Board applications shall be three business days before that semester's announced meeting time.



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## ADDENDUM G

### Article IV. Travel & Contracts

- i. The ASUW may annually budget for student travel if it is related to ASUW objectives and is approved by the ASUW Senate. Travel shall be in accordance with University travel regulations and shall meet the following provisions:
  1. The purpose of travel must be inherent to the UW and ASUW educational mission and beneficial to the student body.
  2. ASUW retains the right to limit the amount of payment or reimbursement for approved travel expenses within available budgetary funds following the payment schedule listed below:

Airfare	Maximum allowed: \$500	
Lodging	Maximum allowed: \$150	
Meals	Maximum allowed: \$7 for breakfast \$11 for lunch \$20 for dinner	With tip allocation of an additional 18% to be determined from receipts.
Ground Transportation	<u>\$0.54 (2016 IRS Standard Mileage Reimbursement Rate) or current IRS Standard Mileage Reimbursement Rate for Business.</u>	

3. Drivers must be verified by University of Wyoming Fleet services.
4. ASUW travel shall be limited to the following carriers:
  - i. Common commercial carrier.
  - ii. University of Wyoming vehicle.
  - iii. University vehicles will be reserved through the ASUW Business Office for approved travel.
    - a. ASUW will not be responsible for any charges resulting from reservations not made through the ASUW Business Office.
  - iv. Personal vehicles under the following provisions
    - a. Proof of adequate insurance coverage, including medical liability.
    - b. An ASUW Travel Waiver signed by the driver and all passengers (See Appendix I).

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## **ADDENDUM H**

### **Article X. Suspension**

- i. Any portion of this Finance Policy may only be suspended by a four-fifths ( $4/5$ ) vote of the ASUW Senate with the following exception(s):
  1. Any portion of this Finance Policy pertaining to funds distributed through RSO Funding Board may be suspended by a four-fifths ( $4/5$ ) vote of that body if and only if the funding request in question is less than \$1000.00.