

7-12-2011

# Budgetary Practices Ad-Hoc Committee Meeting Minutes 07/12/2011

University of South Florida. Student Government Senate

Follow this and additional works at: [http://scholarcommons.usf.edu/sg\\_leg\\_pubs](http://scholarcommons.usf.edu/sg_leg_pubs)



Part of the [Higher Education Administration Commons](#)

---

## Scholar Commons Citation

University of South Florida. Student Government Senate, "Budgetary Practices Ad-Hoc Committee Meeting Minutes 07/12/2011" (2011). *Legislative Branch Publications*. Paper 301.  
[http://scholarcommons.usf.edu/sg\\_leg\\_pubs/301](http://scholarcommons.usf.edu/sg_leg_pubs/301)

This Senate Ad-Hoc Committee Meeting Minutes is brought to you for free and open access by the Student Government at Scholar Commons. It has been accepted for inclusion in Legislative Branch Publications by an authorized administrator of Scholar Commons. For more information, please contact [scholarcommons@usf.edu](mailto:scholarcommons@usf.edu).



University of South Florida  
Student Government Fifty-Second Student Senate

SUMMER SESSION  
July 12<sup>th</sup> 2011

---

**Meeting called to order by Chairman Jeff Gao at 4:09PM.**

Gao- First thing on the agenda is roll call. Christy is here. Corey Wilson is here. Rachel Brown's here. Masha Galchenko is here. Jessica Morgan is here. And we have as Guest Jake. Okay. And additions/deletions to the agenda. Corey?

*Motion to accept the agenda by Senator Wilson.*

Gao- Any objections? None?

Senator- Agenda accepted.

Gao- Thank you. Approval of the minutes. I still don't have minutes, so let's postpone them. Christy?

*Motion to postpone the minutes by Senator Brinkworth.*

Gao- Any objections? None. Minutes postponed. Open Forum.

**Open Forum**

Gao- Go to Plunge. Rachel?

Brown- I made some of the ANS funding forms and they're cute; they have colors.

Gao- Okay. Jessica?

Morgan- Can I make a Plunge announcement, since you mentioned it?

Gao- Yeah.

Morgan- If you have not RSVP'd yet, please do so this week. And if you have not received the email inviting you to Plunge, please let me know afterwards.

Gao- Okay. Any other announcements? None? Okay. New business.

### **New Business**

Gao- Last meeting we decided on three different structures on annual budget requests. So, what Corey said was how we...Corey pretty much presented both types of structures. They will have to request for bigger requests. It's where you request spring and fall. Annual budgets are the original we have. My idea was to have a pro and con for each. There's a general consensus that we want just one type. Corey what do you have to say about the two?

Wilson- In pro and con? The event base would prevent excessively allocating money and the semester base would give the individual organizations more time. I know for being in organizations you have no idea what events you're going to be able to put on in spring.

Gao- And then the con for that is excess work in terms of you have to think of the events there are and add on more work to appropriations in PAC. Those are the cons and any other comments? Nakita is present at 4:13PM; my vice chair. My feelings are that I want to stick to the annual. So we can move onto the next one. So that's good? Okay. Next one is travel grant program. I came up with a few problems we can run into. We should set up different committees. I think the timeline since the travel office requests that you fill in the forms 14 days before the travel. You have to apply one month before the travel committee. It gives you four weeks. Rachel?

Brown- It should be like 20 business days.

Gao- Five times four is 20; 20 business days.

Gao- Okay. Christy?

Brinkworth- Can you replay that timeline?

Gao- They will have 20 business days and have to apply 20 business days before the travel. They have to fill the travel form 14 days before the travel; 10 business days? Okay.

Senator- So, you're leaving yourself 10 days?

Gao- If you apply the first week, committee will leave the second week to decide.

Senator- They have to have an approval at least 10 days before. So, you'll do it in 30 days.

Gao- Rachel?

Brown- Jeff was just budgeting for 10 business days. Then this organization would go straight to travel. So it would be 25 business days just in case the committee can't meet that week. At least for the first year we could...

Gao- Corey?

Wilson- You have to have it by these days.

Gao- Christy?

Brinkworth- What's the difference between applying for the grant and budget?

Gao- You got the money now you have to pay for it. Questions I ran into last time was what if our organization has to travel on July 10<sup>th</sup>? What would be the easiest one?

Senator- It shouldn't pose a problem. If they have to apply to the committee 30 days before the travel. That's in June and you'll already know the lump sum. The committee is already reviewing applications.

Gao- Okay. So, that's an easy problem to solve. How many travels should one organization is allotted? Yeah. Corey?

Wilson- If you're at the end of the physical year, could you allocate the money before the physical year is over?

Hassouneh- If the travel starts at the whole physical year we would handle it the same.

Gao- Okay. That's all. Okay, how many student organization travels does one get?

Wilson- I don't know if that should be a blanket. I think it depends on the committee. I think the committee could easily come up with a solution.

Toro- I think instead of putting a cap on the travels; put a cap on the amount. Like a max.

Gao- So, we don't want to put a cap on it just let the committee decide. How should we cancel sports councils?

Brown- So, they would continue to build their own travel. We need to seriously think before we cap travel at \$1500 because right now it's capped at \$7000. If we do that we'll get a lot of backlash. We could keep it at 7.

Wilson- I was going to say to leave it up to the committee.

Gao- So, we should just leave the cap at \$7000 it's the same as we had it for Proviso. We need to type up a grant thing.

Toro- What if an organization is ANS funded and they just want travel?

Gao- They would just request travel grants from the travel grant committees.

Wilson- So, they would just not submit an annual budget. They would request no money from the ASRK committee.

Gao- They just don't bother applying for annual.

Brown- I don't know how that would work. I think that might overcomplicate it a little bit. Legally, it's just a matter of ensuring that they're eligible.

Hassouneh- What do you do with organizations that request it annually instead of the year before. Do you do anything with the grant program? I would assume they deduct it. Does that mean they don't get travel for the rest of the year? If the organizations didn't want food or material but just travel.

Wilson- You don't have to request an annual amount. To the grant fund and it's just a lump sum. So, if an organization says hey we wanted to travel next month then they can't go.

Brown- I retract my previous statement, because if you're not funded and engaging students on campus why are we paying you to go off campus. So, I think you should have some sort of budget. And then I don't know how I feel I guess like if you miss the budget, you wouldn't be able to request travel that year.

Toro- If we do put that restriction that you have to have an annual budget, with materials and to receive a travel grant; they should write that in proviso in title 8. And then if that is our policy, then we should be aware that may create food and materials when they don't want it in the first place.

Brown- So, obviously that restriction will go in there. When we do make this change if we were ready to implement this whoever is ASRK changes would go over this. Okay, as long as I've been here I have seen one student organization that only asked for travel. I would be scared that we would get a ton of student organizations that don't do anything that ask for travel.

Wilson- I was going to say organizations request more money than they could ever spend. If they request a budget and don't send it then they don't get it next year.

Gao- Okay. So what about interim organizations?

Brinkworth- Didn't we say that they would get the penalties?

Brown- So if you're a new org. then yes go through and I think we should tie in audits to this and this is something Sam has mentioned to me. It's a part of our budget let's see where it's going and we can keep track of specific conferences.

Gao- Keep a file of each organization.

Brown- I want to see how you are contributing to this university and one of the things we talked about was you can't request travel unless you have completed an audit.

Gao- Do we want to implement something else in regards to the ANS account.

Senator- Going back to this ANS this. They had to bring the receipts and expenses. The only thing is how it related back to the student organization.

Brown- Last year a student organization was a Stephen Cobair rally for insanity. We could send students to see them. I don't think ANS fees should pay for that.

Senator- One thing that you might run into a problem with; say an organization has all three in and they got two and they actually could choose to go and we fully fund one other than all three. If you do this grant program, they will be able to have a full paid trip or use that flexibility; there wouldn't be that flexibility for more than one trip.

Wilson- In the military we call it an after-action report. So, it's not free. Basically you go to this thing and when you come back you submit a synapse. You can be like this doesn't make any sense. You can put it in your auditing thing.

Senator- Who would do these audits?

Wilson- it's the same thing.

Gao- Sam?

Toro- Never mind.

Gao- Christy?

Brinkworth- Is it one of us sitting there and asking for their trip because if that's the question they can inflate it to make it sound more awesome than it was.

Gao- Sam?

Toro- I had this idea when I was PAC chair and I wanted to audit travel and UCF does this grant program for anything. They get grants for programs and travel. When they receive a grant they have to do a post-travel form. What did you do? What was the itinerary? What did you learn? It's a one page report and has to be turned in 20 days after your trip. I guess this would fall under PAC or this new grant committee to review those travel audits. If they don't turn one in they can't receive money for another travel.

Gao- That penalty wouldn't end until a whole physical year? Anything else? We can draft up something. Right Nakita?

Kiger- If they don't turn one in, they apply for an annual budget?

Gao- Corey?

Wilson- I would say they would just be in trouble with travel. We'll have to come up with some penalty. It wouldn't be fair. So, we could say it would be a year until they could travel. Maybe we could look a little more closely at grants.

Gao- Any other comments or problems? Okay, so this is going into action. Next thing on the agenda is officer education. Did Rachel's form pass around? The funny thing is if this thing goes in affect, we wouldn't need this; that's the cool part.

Brown- I talked to Evan and he's going to make something that I can put all the stuff in and they are going to be placed along the website. Considering that Jen used to lust over this board thing at UCF

that's an amazing thing of paper and forms. Maybe we could institute one of those and hang it up there and that's pretty much it. You can email them and say look at this nifty form.

Gao- So you don't want appropriations to go around having info sessions for financial means?

Brown- I think we should see how we can improve them and make them friendly and maybe we can do monthly workshops. I'm just worried that we wouldn't get a turnout.

Wilson- What we had last year worked fine. I don't know what point it breaks down after that. Maybe have one in the fall and the spring. I'm not sure where the problem lies. I went to a Bulls info session and it was pretty informative.

Brown- Maybe we can have a monthly student government meet and greet. Just do something in the chambers and all the senators can float around and the appropriations chair. DO you have any questions about any programs? How do I handle parking tickets? It can be student government reaching out to you.

Wilson- I had this idea for Scott for senator retention. If they feel wanted they would be more likely to.

Brown- We would have a small room so it looks full.

Gao- Any other questions? I'm still thinking of implementing the time quiz thing.

Senator- Your guys are trying to make it more fun. I mean these workshops can get dull at one point. Why don't the financial officer manual itself and all of the education things you were talking about involving marketing, do a cartoon thing. It's fun for them to look at and the presentation itself.

Wilson- The tech savvy thing would be to make YouTube videos on the SG website.

Gao- Link for pranks of the week.

Senator- The first meeting that they have that JD and Darlene go to you present to the organizations about what, where and how. Make it a little more fun and retaining that information.

Gao- Anything else? No? Sam?

Toro- This is a different topic.

Gao- Are we done with this topic? New topic: what is it?

Toro- Are we discussing proviso at all? Never mind.

Gao- That would be ASRK. The other topic was bringing departments to senate. We could talk to Khalid about that. We have no topics to discuss. So we move onto announcements. Adjournments? Motion to adjourn?

*Motion for adjournment by Senator Brinkworth.*

Gao- Any objections? None.

**Adjournment called by Chairman Jeff Gao at 4:40PM.**

*Transcribed by Senate Secretary Theresa Rivera.*