



# Student Government Association Senate

## SENATE BILL SB-F25-07

*“A bill to implement additional definitions for the purpose of GWU Student Organization financial allocation process”*

<b>SHORT TITLE:</b>	SGA Finance Definition Bill
<b>SPONSOR:</b>	Pro Tempore Liz STODDARD (CCAS-U)
<b>CO-SPONSOR:</b>	Ethan LYNNE (Presiding Officer of the Senate)
<b>ENDORSER:</b>	Sen. Jonesy STRELL (Chair of Financial Services & Allocations Committee)
<b>COMMITTEE:</b>	Financial Services & Allocations
<b>PURPOSE:</b>	To introduce additional definitions to resolve ambiguity in the finance bylaws of the SGA

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**WHEREAS** Student Organizations at GWU rely on money allocated to them from SGA for their continued financial well-being;

**WHEREAS** Ambiguities exist as a result of the lack of certain definitions;

**WHEREAS** Such ambiguities complicate the finance process for both students and SGA Staff;

**WHEREAS** The finance process should be as simple as reasonably possible.

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**BE IT ENACTED** by the George Washington University Student Government Association with two-thirds concurring;

Part V Chapter 501 Section 50103 Definitions shall be amended as follows:

“Section 50103. Definitions

- (a) For the purposes of this Part of the Bylaws adopted by the George Washington University Student Government Association, the definitions under this section shall apply, unless explicitly provided for otherwise.
- (1) “UNIVERSITY,” “GW,” or “GWU” shall mean the George Washington University.
  - (2) “UNIVERSITY POLICY” shall mean policy implemented by the University, including, but not limited to, policies adopted by different offices and the Board of Trustees.
  - (3) “DIVISION OF STUDENT” and “OFFICE OF STUDENT LIFE” shall mean the respective unit of the University.
  - (4) “ORG HELP” shall mean a team of staff advisors at the University who provide support and guidance to student organizations, its leaders, and its.
  - (5) “ORG HELP FINANCE DESK” shall mean staff members at the University who provide support on finance-related issues and process purchase requests and is the fiduciary agent of all student organization disbursements.
  - (6) “UNIVERSITY ADMINISTRATOR” or “UNIVERSITY OFFICIAL” shall mean the individual employed by the University to handle tasks related to this Part.
  - (7) “CALENDAR DAY” shall mean the period of elapsed time, using Eastern Time that begins at midnight and ends 24 hours later at the next midnight.
  - (8) “BUSINESS DAY” shall mean any day except any Saturday, any Sunday, any day which is a holiday or break at the University or any day on the University is closed.
  - (9) “CHARTER” shall mean the Charter of the George Washington University Student Government Association, as approved by the Board of Trustees of the George Washington University on October 11, 1990.
  - (10) “CONSTITUTION” shall mean the Constitution of the George Washington University Student Government Association.
  - (11) “BYLAWS” shall mean the Bylaws of the Student Government Association.
  - (12) “PRESIDENT,” “VICE PRESIDENT,” “PRESIDING OFFICER OF THE SENATE,” “SENATE CHAIRPERSON PRO TEMPORE,” and “TREASURER” shall mean the respective offices with the same title in the Executive and Legislative branches of the Student Government Association created under the authority of the Constitution.
  - (13) “STUDENT COURT” shall mean the judicial branch of the Student Government Association 16 defined in the Constitution.
  - (14) “COMMITTEE” shall mean the Senate Standing Committee on Financial Services and Allocations at the George Washington University Student Government Association
  - (15) “COMMITTEE CHAIRPERSON” shall mean the Chairperson of the Financial Services and Allocations Committee.
  - (16) “COMMITTEE RESOLUTION” shall mean a statement issued by the Committee individually to regulate the administrative or internal business of the Committee or to express facts or opinions on non-legislative matters.
  - (17) “COMMITTEE VICE CHAIRPERSON” shall mean the Vice Chairperson of the Financial Services and Allocations Committee.

- (18) "MEMBERS OF THE COMMITTEE" shall mean the Student Government Association Senator or Senators nominated and confirmed to serve on the Committee in accordance with [Part II](#) of the Bylaws.
- (19) "COMMITTEE STAFF" shall mean staff members of the Financial Services and Allocations Committee of the Student Government Association Senate.
- (20) "ALLOCATION APPEALS COMMITTEE" is a committee at the Senate to review appeal requests filed by student organizations.
- (21) "BILL," "RESOLUTION," AND "SPECIAL RESOLUTION" shall mean different forms of legislation defined in the Bylaws.
- (22) "Student Government Association COMMUNICATION CHANNEL" shall mean platforms where Student Government Association publishes information.
- (23) "GENERAL HEARING" shall mean a meeting or session of the Committee to obtain information and opinions on proposed legislation, evaluate or oversee Student Government Association Fund activities or implementation of this Part, or provide testimony and data about topics of interest.
- (24) "STUDENT ORGANIZATION" shall mean a student organization that is properly registered and in good standing with the University through the Office of Student Life.
- (25) "GRADUATE UMBRELLA STUDENT ORGANIZATION" shall mean a student organization affiliated with a graduate school or the graduate division of a school at the University that all other student organizations affiliated with that graduate school or the graduate division of a school are the constituent organizations of the graduate umbrella student organization and has been approved by the Office of Student Life.
- (26) "CONSTITUENT STUDENT ORGANIZATION" shall mean a student organization that is a member of an umbrella student organization.
- (27) "CLUB SPORTS" shall mean registered student organizations established by students who are motivated by a common interest to participate in a specific sport and recognized by the Office of Campus Recreation.
- (28) "EXECUTIVE FINANCIAL OFFICERS" shall mean the officers responsible for managing the financial actions of a student organization.
- (29) "PROMOTIONAL MATERIAL" shall mean any material used in the promotion of a program or event of a student organization, including, but not limited to, artwork, advertising materials (irrespective of the medium in which they are recorded), display materials, packaging materials, brochures, posters, and internal and external signage.
- (30) "SUPPORTING DOCUMENT" shall mean the document provides a financial record, evidence of what has transpired, information for ensuring the accuracy and completeness of transactions, including, but not limited to, receipts, invoices, reports, and contracts.
- (31) "FISCAL YEAR" shall mean a one-year period that the Student Government Association uses for financial reporting and budgeting in line with the University.
- (32) "FISCAL PERIOD" shall mean a period of time that the Student Government Association uses for financial reporting and budgeting.
- (33) "Student Government Association FUNDS" shall mean all monies

belonging to the Student Government Association.

- (34) “Student Government Association FEE” shall mean a mandatory nonrefundable fee charge to main campus students to fund student organizations and student centered activities.
- (35) “STUDENT BODY FUND” shall mean all Student Government Association Fees collected by the Student Government Association.
- (36) “UNIVERSITY MATCH” shall mean the contribution from the University to support university-wide events and programs.
- (37) “BUDGET” shall mean a framework for spending levels that is available for, required for, or assigned to a particular purpose.
- (38) “BUDGET CEILING” shall mean the total budget for expenditure does not exceed the estimated total Student Body Funds provided by the University.
- (39) “GRADUATE UMBRELLA STUDENT ORGANIZATION OPT-IN” shall mean the money received by a graduate umbrella student organization for the next fiscal year based on the amount their constituent graduate students contribute during the current fiscal year at the time of the Student Government Association allocation period to the Student Body Funds.
- (40) “MANDATORY SPENDING” shall mean spending on certain programs that are required by this Part.
- (41) “Student Government Association OPERATIONAL BUDGET” shall mean the amount of student body funds allocated to the Student Government Association for the purposes of funding the operations of the Student Government Association.
- (42) “DISCRETIONARY SPENDING” shall mean optional spending set by appropriation levels each year, at the discretion of the Senate and the Committee.
- (43) “GENERAL FUNDS” shall mean the account into which Student Government Association Funds shall be deposited and from which Student Government Association Funds are allocated and disbursed.
- (44) “GENERAL ALLOCATION FUNDS” shall mean the account where the fund designated for general allocations is deposited.
- (45) “SUPPLEMENTAL ALLOCATION” or “CO-SPONSORSHIP” shall mean the allocation after the general allocations.
- (46) “SUPPLEMENTAL ALLOCATION FUND” or “CO-SPONSORSHIP FUND” shall mean the account where the fund designated for Supplemental Allocations/Co-Sponsorship is deposited.
- (47) “FUND FOR CLUB SPORTS” shall mean the account where the fund designated for supporting club sports is deposited.
- (48) “ALLOCATION” OR “APPROPRIATION” refers to a process of appropriating 19 funding for all events, activities, or other functions of the Student Government Association and 20 all student organizations.
- (49) “GENERAL ALLOCATION” shall mean the semiannual allocations conducted before a semester for expenditures in the said semester.
- (50) “ALLOCATIONS FOR THE FALL SEMESTER” shall mean monies approved by the Student Government Association in the Spring Semester and to be used for spending during the Fall Semester in the same calendar year.

- (51) "ALLOCATIONS FOR THE SPRING SEMESTER" shall mean monies approved by the Student Government Association in the Fall Semester and to be used for spending during the Spring Semester in the next calendar year.
- (52) "ALLOCATION BOOK" shall mean a document including information about proposed general allocations to the Senate for consideration.
- (53) "RECLAMATION" shall mean a process to collect unspent allocations from student organizations to the Supplemental Allocation Fund.
- (54) "CATEGORY TRANSFER" means the reallocation of funds designated for a category to a different category within a student organization.
- (55) "DISBURSEMENT" shall mean any act of paying out money from the fund allocated by the Committee or from the fund a student organization has.
- (56) "AUDIT BY THE Student Government Association" shall mean an objective examination and evaluation of the use of Student Government Association Funds of a student organization, conducted by the Student Government Association, to ensure good use of Student Government Association Funds.
- (57) "DURABLE GOOD" shall mean any item that does not quickly wear out, has an acquisition value of \$200 or more, is freestanding, and has a normal life expectancy of one year or more.
- (58) "CATEGORY" shall mean an appropriation describing any type of expenses that falls under an umbrella and be a separate line within a budget line.
- (59) "SEPARABLE ITEM" shall mean any item that can be partially purchased or purchase a reduced amount for a reduced amount of allocation than the original request.
- (60) "INSEPARABLE ITEM" shall mean any item that can only be purchased for the same as the request allocation.
- (61) "DUAL SEMESTER SPENDING" shall mean an expenditure that continues from the Fall Semester to the Spring Semester in the same fiscal year.
- (62) "BUDGET ACCOUNT" shall mean the account into which all Student Government Association Funds allocated to a student organization shall be deposited.
- (63) "REVENUE ACCOUNT" means an account into which all monies, except Student Government Association Funds or funding from the University, received by a student organization, including, but not limited to membership dues, fundraisers, or donations shall be deposited.
- (64) "DEPARTMENT ACCOUNT" shall mean the account into which all funding from the University or a unit of the University allocated to a student organization shall be deposited.
- (65) "EXTERNAL BANK ACCOUNT" shall mean a bank account or other type of financial account that a student organization deposits its revenues into.
- (66) "GOOD STANDING" shall mean the following requirements:
  - (a) In compliance with annual re-registration requirements set forward by the Office of Student Life, as reflected on the Student Organization Requirements Tracker;"
  - (b) Not being suspended.

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COMMITTEE VOTE:

YEA  
*FAILED*

NAY  
*PASSED*

ABSTAIN  
*PASSED AS AMENDED*

SENATE VOTE:

YEA  
*FAILED*

NAY  
*PASSED*

ABSTAIN  
*PASSED AS AMENDED*

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Ethan LYNNE, *Vice President*  
Date

*ATTEST:*

\_\_\_\_ Ben Wieser \_\_\_\_\_  
Ben WIESER, *Secretary of the Senate*  
Date