

IN THE SENATE
BILL 614
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This bill updates Article IV, V, and part of VI regarding clubs and student organizations by changing antiquated titles, adding a probationary period, and increasing how much funding clubs can ask for in a year.

ARTICLE IV—CLUB AND STUDENT ORGANIZATIONS

Section 1—Creating a Club or Student Organization

Clause 1—Requirements:

- A. All student organizations must register with the ~~Student Organization Coordinator~~ Student Leadership & Engagement Center each year by the fifth Friday of the academic school year.
- B. If an organization does not register by this deadline, their funds will be inactive until they register with the Student Leadership & Engagement Center. ~~Organization Coordinator, attend the Financial Workshops, and come before the ASISU Financial Technician to ask for their funds to be activated.~~
- C. If a student organization registers after this deadline, they will forfeit ten percent (10%) of the initial deposit funds allocated to them overall.
- D. All student organizations must abide by federal, state, and local laws as well as all University regulations.
- E. No organization shall discriminate on the basis of race, religion, sex, gender, sexual/affection orientation, disability, age, marital status, veteran status, ethnicity, national origin, color, language or creed shall obtain or maintain University regulations.
- F. No club or organization shall participate in the act of hazing, Hazing is defined as any activities that cause exhaustion, loss of sleep, or interference with study time needed for a superior college effort; activities that could cause physical injury to any individual such as requiring feats of endurance; any activities that could cause sickness or death, such as requiring an individual to eat or drink anything, or eating repulsive-looking food from an objectionable container; any act of perversion; subjecting individuals to road trips, kidnaps, or leaving them to find their way home without resources and directions.
- G. All organizations will be subject to ISU policies for student organizations for their respective saving and checking accounts.

- H. Campus organizations are legally responsible for accurately reporting any income and its origins so that any tax obligations are met through Idaho State University's Finance Department. ~~to file the appropriate tax reports for income and sales taxes. Members can be held personally responsible for any of these taxes or penalties.~~
- I. If an organization's income reaches a taxable revenue, organizations are responsible for the collection and payment of sales taxes. Members of the organizations can be held personally responsible for taxes and penalties not paid.
- J. The University has entered into contracts with a number of vendors to supply the campus with a variety of products and services. These contracts will often give the vendor exclusive rights to the sale of a particular product or service on the campus and organizations may be prohibited from selling that same item. ~~Please check with the Pond Student Union Scheduling and Event Services Office prior to making any final commitments to sell things.~~

Clause 2—Membership

- A. Only currently enrolled students and currently employed faculty and staff are eligible for active membership status in a club or student organization.
- B. Only ASISU full fee paying students shall be eligible to serve as appointed or elected officers in registered student organizations.
- C. ~~Only currently enrolled ISU students may represent ISU in collegiate competition. If faculty or staff participate in non-collegiate competitive events, no ASISU funds may be used to support their participation. ASISU funds may be used to support the travel on one (1) coach or advisor.~~
- D. An organization must have a minimum of eight (8) currently enrolled students as active members at the time charter is sought. An organization from an outreach campus must have a minimum of six (6) currently enrolled students as active members at the time charting is sought. The majority of their constituency and programming will be drawn from, and centered on an outreach campus. In order to retain its registered status, the minimum number of members must be maintained. Should membership status fall below the required number of members, the organization will be placed on probation for a period of one (1) academic year. At the end of the probationary period, the organization's status will be reviewed by the Office of Student Leadership & Engagement Center Involvement and have the organization come in front of ASISU to make a decision on allowing less than 8 members. a recommendation will be made at that time. An updated roster showing at least the required number of members may be submitted to the Student Leadership & Engagement Center Office of Student Involvement at any time during the organization's probationary period. At that time, the club or organization may be released from its probationary status.

Clause 3—Purpose

- A. The purpose of a student organization must not conflict with the educational functions or established policies of the University. It is incumbent upon any person presenting objections to the application for registration or continuance

- of an organization to demonstrate how and what manner the registration or continuance of that organization would conflict with the educational functions or established policies of the University.
- B. No student organization will be granted registration status if the Student Leadership & Engagement Center determines that its purpose(s) and/or function(s) duplicate those of an already existing registered status.

Section 2—Approval from the Student Leadership & Engagement Center

Clause 1—It is required that a representative from your organization attend the meeting in which your constitution is being reviewed. The representative must be someone who helped write the constitution, so they can answer any questions about it.

Clause 2— All student organizations must be approved by the Student Leadership & Engagement Center and the Senate. This approval will be based only upon the organization meeting all of the above requirements.

Section 3—Club Councils

Clause 1—Any group of student organizations with a common purpose, interest, or needs may form a council and petition the Senate for ASISU recognition as a normal student organization. The purpose of the council is to provide a space where multiple clubs can interact and collaborate on projects and events.

Section 4—Negative Club Balances

Clause 1—Clubs will not be allowed to overspend their ASISU allocation.

Clause 2—If an ASISU-funded organization or sub-body has a negative account balance, all spending except payroll and minimal operating expenses will be frozen. Operating expenses for frozen accounts must be approved by the Finance Committee.

Clause 3—The investigation and recommendation of negative accounts must be completed by the Senate Finance Committee and sent to the Senate within five (5) working days of receiving written notice from the Director of Finance.

Section 5—Probation

Clause 1—probation is determined by ASISU or the Student Leadership & Engagement Center and can be determined for any reason.

- A. Probation can be incurred for a number of reasons including but not limited to

inappropriate actions while representing your club, hazing, signing unapproved contracts, etc.

- B. The determination of how long a probation period will last is determined by the Student Leadership & Engagement Center

ARTICLE V– CLUB AND STUDENT ORGANIZATION

FUNDING Section 1—Eligibility

Clause 1—All funding within Article V shall be from the Club Fee ~~Student Activity Fee~~.

- A. A minimum of \$5,000 must remain in the CLBFEE account as emergency funding to be used supplementally during times of low CLBFEE activity

Section 2—Requirements

Clause 1—Financial Workshops:

- A. The Student Leadership & Engagement Center ~~Financial technician and Director of Student Clubs and Organizations~~ will conduct Financial Workshops in the fall semester of each academic year. The purpose of these workshops will be to inform clubs of the financial requirements involved with club funding procedures.
- B. To qualify for club funding through ASISU, each club is required to have an officer attend the financial workshop and new officer training. Each club must host a booth during at least one (1) student organization fair during the academic year. Each club must have one (1) officer attend at least one (1) Senate meeting per academic year. ~~Senators~~ Current ASISU members cannot be counted as attending officers for Senate meetings. For trainings and Senate meetings an officer can only represent one (1) club. Clubs must have attended a meeting prior to the third Wednesday in March.
- C. Two (2) C.E.A.S.A.R. funding workshops will be conducted by the Student Leadership & Engagement Center ~~Financial technician and Director of Finance~~. The purpose of these workshops will be to inform clubs of the C.E.A.S.A.R. funding process. These workshops will be held in the ~~academic fall and spring semesters~~ prior to the C.E.A.S.A.R. budget hearings conducted by the Senate Finance Committee. The meeting place(s) and time(s) will be publicly advertised.
- ~~D. C.E.A.S.A.R. funding application deadlines and hearings will be scheduled by the Senate Finance Committee to allow sufficient time for research.~~

Clause 2—Club Fund Utilization Requirements

- A. All ASISU monies shall be used in accordance with university policies for on and off-campus events for students.
- ~~B. Club funding utilization must be with prudence and an understanding that funds were obtained through student dollars.~~
- ~~C. Restrictions shall include:

 - a. Lodging expenses may be funded up to one third (1/3) of the double-occupancy rate (students may lodge singularly if there is a gender conflict).
 - b. Travel (airfare, van rental, and gasoline) may be funded up to the state per diem rate for ground travel, and up to one-third (1/3) of actual expenses for air travel.
 - c. Clothing, uniforms, and supplies shall not be purchased with ASISU monies unless the articles stay within the club.~~
- D. Alcohol, firearms, and ammunition shall not be purchased with ASISU monies.

Section 3—New Club Fund

Clause 1—Clubs may apply for new club funding through the end of the semester following the semester in which they were organized.

- A. Clubs may apply for a maximum of \$500.
- B. The amount will be approved by the Senate Student Leadership and Engagement Center

Clause 2 — Clubs may not receive both new club funding and initial deposit in the same semester

- A. A newly organized club may apply for both new club funding and initial deposit in the spring semester but only if the new club funds are to be received in the spring.
- B. Once initial deposit has been received clubs are ineligible for new club funding.

Clause 3—To qualify for new club funding a club must have at least one officer attend both the financial workshop and new officer training and one senate meeting. If a club is formed after the workshops have been held club officers may meet with the Student Leadership & Engagement Center Activities Coordinator or Director of Finance to fulfill the requirements.

Section 4—C.E.A.S.A.R. (Club Efforts Are Supplemented and Rewarded) Funding

Clause 1—C.E.A.S.A.R. funding shall be used to supplement funds obtained through club efforts. All organizations requesting ASISU C.E.A.S.A.R. funds shall meet the following requirements:

- A. Be a registered organization according to Article IX of the ASISU Bylaws.
- B. Do not participate in discrimination of any kind on the basis of age, race, sex,

gender, religion, national origin, disability, or sexual/affectional orientation.

- C. Maintain all their monies through University accounts, except those officially exempted by ISU.
- D. Failure to comply will result in immediate loss of charter and subsequent ASISU funding.

Clause 2—Clubs and Student Organizations with an Exempt Status:

- A. Clubs and Student Organizations attempting to establish an exempt status should work with a University Business Officer (UBO) for Student Affairs to demonstrate compliance with current requirements and submit an application for exemption.
- B. Those in exempt status must renew their status every three (3) years. C. If an organization's exempt status is revoked, it will have fifteen (15) days to transfer all the money to university accounts.

Clause 3—C.E.A.S.A.R. funding shall be divided into two (2) categories: 1) initial deposit and 2) matched deposits.

A. Initial Deposits:

- a. All initial deposit requests must be made on the Initial Deposit Request Form (available online).
- b. Initial deposit requests must be submitted to the asisufin email ~~ASISU Financial Technician~~ by the third Thursday of March by 5:00pm. All requests must be acted upon and approved by the third (3rd) Monday of April.
- c. Clubs may receive up to five hundred dollars (\$500), which is subject to funding availability.

B. Matched Funds:

- a. All matched funds distributed after the initial deposit shall be based on the ratio determined by the Senate Finance Committee and available student funding in the current year at the end of the C.E.A.S.A.R. Funding Hearing the previous year.
- b. When a club deposits fundraised money into their club account, they may apply for their funds to be matched. Matched deposit requests must be made on the Matched Deposit Request Form (available online).
- c. Match deposit requests will be processed by the Student Leadership & Engagement Center ~~ASISU Financial Technician~~.
- d. All funding will be based on a first come basis.
- e. All funding will be restricted to the Match-Funds available.
- f. Matched funds will be deposited directly into the club account.
- g. Clubs and organizations can max out their matched deposit at an amount set by the Senate Finance Committee for that academic year.

Section 5—Incentive Points

Clause 1—The purpose of the incentive-based point system is to require documentation of active student clubs and organizations’ activities and provide ASISU funding. Based on the Senate Finance Committee’s recommendation, the Senate will allocate money each spring for the next year’s incentive-based point system funding which will be divided equally between the fall and spring semester.

Clause 2—Any group that receives line item funding will not be eligible to participate in the incentive-based point system.

Clause 3—Each student organization may earn points during the fall and spring semester based on criteria approved by the Senate Finance Committee and Senate.

- A. The list of categories may be changed by a simple majority vote from the Senate Finance Committee and Senate.
- ~~B. Outreach campus student organizations must have a minimum of one (1) active student member in attendance to receive points.~~
- ~~C. Any activity conducted on an outreach campus will require a minimum of one (1) active student member in attendance to receive points.~~
- D. Any activity ~~conducted on the ISU-Pocatello campus~~ by an ASISU ~~Pocatello~~ recognized club must have a minimum of one (1) active student member in attendance to receive points and up to six (6) active student members to receive the full point amount. This system also pertains to outreach campuses.

Clause 4—Tools of the incentive-based point system shall include the following:

- A. Each student organization must complete an “Incentive-Based Point Checklist” and email it to the asisufin@isu.edu email return it to the Student Leadership & Engagement Center. The Student Leadership & Engagement Center along with the Director of Finance ASISU Financial Technician and Director of Student Organizations will be responsible for tracking and totaling the points earned by each student organization.
- B. Checklists must be turned in no later than 5:00 pm on the second (2nd) Friday in November and on the last Friday in weekday in March by 5:00pm. Points must be turned in for activities performed within the current incentive funding period. ~~Money will be distributed no later than two (2) weeks after these dates.~~

Clause 5—Any student organization wishing to appeal their point total, may send a formal appeal to the Senate Finance Committee and the Senate. Both bodies must hear the appeal on the same day.

Clause 6—Incentive-Point System funds shall be distributed

according to the following guidelines:

- A. Each point will be assigned a dollar amount by dividing the incentive based funding for that semester by the total number of points earned.
- B. Each student organization's points will be multiplied by the per-point dollar amount to arrive at the total dollars to be distributed to each student organization.
- ~~C. A minimum of twenty five (25) points, excluding points from the student organizations retreat, will be required to receive an allocation.~~
- C. There are no minimum points necessary to receive incentive point funding.

Section 6—Club Reactivation Fund

Clause 1—If a club or organization is found to be completely inactive for two (2) or more consecutive years, then all money from its club account shall be reverted to the general ASISU fund and the account shall be closed. Clubs that have previously been inactive for two (2) or more consecutive years and want to reactivate may apply for New Club Funding ~~Club Reactivation~~ Funding. Clubs may apply for a maximum of \$500. See new club funding for requirements for new club funding. ~~The final amount will be determined, and approved, by the ASISU Financial Technician.~~

Clause 2—Requests will be processed in the order in which they are received by the Student Leadership & Engagement Center and funds will be dispersed on a first come, first served basis.

~~Clause 3—To qualify for reactivation funding, a club must show the following:~~

- ~~A. The club has at least one officer who has attended both the financial workshop and new officer training. If a club reactivated after the workshops have been held, club officers may meet with the Student Leadership & Engagement Center to fulfill the requirements.~~
- ~~B. The club has been inactive for at least two (2) or more consecutive years.~~
- ~~C. The club has no funds in its club account.~~

ARTICLE VI—BENNY'S FUNDING

Section 1—Purpose

Clause 1—ASISU shall maintain a Benny's Fund. The purpose of the Benny's Fund is to supplement single club or organization, joint club or organization, and individual funding requests. The Benny's Fund is to be allotted for reasons deemed appropriate by the ASISU Senate supermajority. Limitations on funding shall be at the discretion of the ASISU Senate. All unspent funds will remain in the Benny's Fund and carry over into the following year.

Section 2—Eligibility

Clause 1—Applicants must be a current recognized ASISU Student Organization or Club ~~or an ASISU fee paying member~~. The student organization or club must be in good standing for at least a month prior to requesting funding.

Clause 2—Disbursement of funds for events, equipment, ~~travel~~, supplies, etcetera shall not exceed ~~\$2,000~~ ~~1,500 per academic year~~ for a single club ~~event~~. Disbursement of Funds for one joint event sponsored by two or more clubs or organizations shall not exceed \$3,000 per event. ~~Disbursement of Funds for an individual ASISU paying member shall not exceed \$400 per academic year.~~

- A. Each club may only get a maximum of \$4,000 per academic year from Bennys funding.
 - a. Joint events count as the cost of the joint event divided by the total number of organizations hosting the event towards a clubs academic year total

Clause 3—No more than \$100,000 shall be awarded during the academic year.

DATE OF FIRST INTRODUCTION: (DATE FIRST INTRODUCED TO SENATE)

SENATE ACTION: _____ DATE: _____

ASISU PRESIDENT: _____ DATE: _____

ASISU SECRETARY: _____ DATE: _____