



Resolution # 1503C

By-Laws Amendment Creating the Vice President of Finance by Expanding the Role and Responsibilities of Treasurer in Order to Promote the Fiscal Transparency, Stability and Prosperity of the Graduate Assembly

RESOLUTION PASSES BY VOTE OF ASSEMBLY ON APRIL 2nd, 2015

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WHEREAS The success and solvency of any organization, especially a non-profit organization, depends heavily on its financial health, security, and stability; and

WHEREAS The Graduate Assembly has budgeted deficits for (at least) the past two years (2012-13 and 2013-14), which creates uncertainty about our annual budgeting and also cultivates the misconception that we always underspend; and

WHEREAS In FY 2013-14, the GA ultimately reported a deficit of approximately \$23,000 due to unbudgeted expenses; and

WHEREAS The GA Treasurer is tasked with monitoring and protecting the GA's fiscal health, this position is not entitled to a vote as part of the Executive Board; and

WHEREAS Current by-laws require a quorum of three voting members of the Executive Board and thus by adding another voting member, quorum would more likely be satisfied at all meetings while still retaining majority vote representation; and

WHEREAS The redevelopment and subsequent expansion of the ASUC Student Union necessitates that the Treasurer, beyond maintaining current responsibilities, assume direct involvement in monitoring the financial processes that produce revenues for the GA by keeping in contact with high level administrators; and

WHEREAS The recent expansions of the GA have demanded further responsibilities from the GA President and Vice-Presidents, thusly requiring that the Treasurer assume additional responsibilities to facilitate manageable workloads for all members of the Executive Board; therefore, be it

RESOLVED The Graduate Assembly replace the position of Treasurer with that of the Vice President of Finance, who will assume the traditional responsibilities of the



Treasurer along with critical expansions to help centralize the various financial responsibilities within the GA; and be it further

RESOLVED that By-Laws Section 2.3.1, concerning Officers of the Graduate Assembly, shall be amended as follows:

“The Officers of the Graduate Assembly shall be the President, the Assembly Affairs Vice President, the Campus Affairs Vice President, the External Affairs Vice President, the Vice President of Finance, the Rules Officer, the Funding Officer, the Environmental Sustainability Officer and the Graduate Student Advocate. Officers may not be Delegates or Alternates.”; and be it

RESOLVED that By-Laws Section 2.3.5, concerning vacancy, shall be amended as follows:

“In the event that a position becomes vacant, a special election shall be held at the next Assembly meeting and will be the first order of business. The delegates must be given one week’s notice of the vacancy and upcoming election. If time does not permit before the upcoming Assembly meeting, the Executive Board shall share the duties of the vacant position until the following Assembly meeting, with the exception of the President position. In the event the President resigns or is unavailable, there will be a determinative order of succession in the interim among the Executive Board, as follows: Campus Affairs Vice President, Internal Vice President, External Affairs Vice President, and Vice President of Finance. The interim or acting President shall serve with the assistance of the Executive Board until the special election at the following Assembly meeting.”

RESOLVED that By-Laws Section 2.3.7, concerning Terms of Graduate Assembly Officers, shall be amended as follows:

“Terms of Officers shall start on July 1 and shall last for one year. No individual may serve for more than three (3) terms in any one or combination of the following positions: President, Assembly Affairs Vice President, Campus Affairs Vice President, External Affairs Vice President, or Vice President of Finance. This limitation includes any officer positions which may have been renamed or whose role and/or responsibilities were expanded on the Executive Board”; and be it

RESOLVED By-Laws Section 2.3.11.5, concerning the specific responsibilities of officers, shall be amended as follows:



“Vice President of Finance.-The Vice President of Finance shall proactively monitor all Assembly spending (including speaking by the Executive Board and Projects) and make recommendations for any necessary budget and spending adjustments. The Vice President of Finance, with the assistance of the Budget Committee, shall oversee and make recommendations regarding the fiscal health of the Graduate Assembly and its budget. The Vice President of Finance and the Finance Officer shall prepare financial documents regarding the fiscal health of the Graduate Assembly and its budget. The Vice President of Finance and the Finance Officer shall be responsible for requesting additional sources of financing. The Vice President of Finance shall serve as the chair of the Budget Committee. The Vice President of Finance shall, in consultation with the Executive Board and the Business Office Manager, determine which revenue sources shall fund the various expenses as determined by the GA’s budget.”; and

RESOLVED By-Laws Section 4.15.1.6, regarding membership of the Executive board, shall be amended as follows:

“Membership. The President shall serve as chair of the Executive Board, which shall consist of the President, the Assembly Affairs Vice President, the Campus Affairs Vice President, the External Affairs Vice President, and the Vice President of Finance.”; and

RESOLVED By-Law Section 4.15.2.1, regarding composition, shall be amended as follows:

“The Budget Committee shall be chaired by the Vice President of Finance and composed of at least 6 members: 1 Project Coordinator, at least 4 Delegates, and either the President or the Internal Vice President. The Vice President of Finance shall only vote to break ties.”

RESOLVED By-Laws Section 2.3.11.7, regarding responsibilities of the Funding Officer, shall be amended as follows:

“Funding Officer. The Funding Officer shall serve as chair of the Funding Committee. The Funding Officer, with the assistance of the Vice President of Finance and the Business Office, shall prepare for each round of funding allocation a report of Funding Committee recommendations and present it to the Delegate Assembly. By the April meeting of the Delegate Assembly, the Funding Officer, with the assistance of the Funding Committee, the Vice President of Finance, and the Business Office, shall prepare a Funding Guide for the following academic year and present it to the Delegate Assembly for approval.”; and



RESOLVED By-Laws Section 6.7.1, regarding the Funding Guide, shall be amended as follows:

“Before the April meeting of the Delegate Assembly, the Funding Committee shall work with the Business Office and the Vice President of Finance to create the Funding Guide, which will outline the procedures that Graduate Student Groups should follow to apply for GA funding the following academic year. The Funding Guide should be presented to the Delegate Assembly for approval on or before its April meeting.”; and

RESOLVED By-Laws Section 6.7.2, regarding Funding Appeals, shall be amended as follows:

“Funding Appeals. Decisions of the Funding Committee to deny or limit funding to a particular Graduate Student Group may be appealed to a Funding Appeal Committee. This committee shall be convened by the Assembly Affairs Vice President. The membership will consist of the Assembly Affairs Vice President, the Vice President of Finance, the Rules Officer, and the Funding Officer (or one member of the Funding Committee). Appeals must be e-mailed to the Assembly Affairs Vice President no more than seven (7) calendar days after notification of the Funding Committee's decision. Appeals must contain the specific decision being appealed and the reasons for the appeal. Appellants shall be given the opportunity to present their case in person to the Funding Appeals Committee before a decision on an appeal is made, provided the appeal is timely.”; and

RESOLVED The Graduate Assembly values financial responsibility, recognizing its significance for the health of the institution as a whole.