

Beloit Student Congress



Budget

2007-2008

(Passed 4/2/07)

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Fiscal Policies

The Fiscal Policies are overseen by the Budget Committee; they are approved each year during the Budget Process and are to function for the following fiscal year. Proposed changes have been highlighted.

A. Food Cap

All BelCon recognized organization shall spend no more than \$50 of its yearly allocated budget on food, unless otherwise specified by Budget Committee.

B. Authenticity of Receipts

All receipts submitted for reimbursement to Student Activities shall be official vouchers from the place of purchase. Student Activities shall not accept receipts that have been written by a student. Receipts must be submitted within three weeks of purchase within the fiscal year. If the quality of the receipt comes under question by a student or Student Activities, the Budget Committee shall serve as final arbiter in the situation.

C. Double Charging

No student may be charged to enter or participate in an event that has already been funded by the Student Activities Fee unless approved by the Budget Committee. This rule shall not prohibit the use of Student Activities funds to subsidize programming for which students are asked to pay the remainder of the cost, provided that the total money received for an event from all student sources shall not exceed the total cost of the event, unless approved by Budget Committee. Instances of suspected double charging shall brought to the Budget Committee for deliberation and can be considered misappropriation of funds.

D. In-Active Clubs

Any club that has not activated their account by the end of the first mod of a semester shall be considered in-active for that semester. The money they are allocated for that semester shall be transferred into the New Club Fund. A club which activates in the second mod of Fall Semester shall still receive its funding for the Spring Semester.

E. Certification of a Club's Constitution

No money shall be accessed from club or committee accounts that do not have an official, up-to-date, copy of their bylaws or constitution filed in the Office of Student Activities or on the BelCon website. These accounts shall be considered frozen until such time as the proper documentation can be provided for Student Activities.

F. Student Payment

No club or BelCon organization may directly pay students for their services. Student Activities Fee money shall only be used in this manner at the discretion of the Budget Committee in cases where there is distinct need for the service and the compensation is appropriate. Budget Committee shall be the final arbiter in all instances regarding the paying of students through BelCon organizations and clubs.

G. Alcohol and Tobacco

Student Activities Fees may not be spent on alcohol or tobacco, with the exception of money allocated to the C-Haus Operating Account.

H. Accessibility of Events

All events funded by Student Activities Fees must be open to the entire campus in a manner that does not discriminate on the basis of sex, race, color, religion, national origin, ancestry, age, sexual orientation, or physical or mental disabilities unrelated to activities.

I. Prizes

Student Activities Fees may not be spent on prizes or the operation of randomized gaming events including, but not limited to raffles or lotteries without the approval of Budget Committee.

J. Off-Campus Events

Beloit Student Congress shall collectively fund no more than 85% of the total cost of any trip, event, or other programming that takes place off-campus unless prior exception is made by the Budget Committee.

K. Rent

Student Activities Fees may not be used to pay rent for property.

L. Account Access

Accounts overseen by Beloit Student Congress cannot be accessed by students from the date that classes end in the spring semester through the day of fall registration without permission of Student Activities and Budget Committee.

M. Off-Campus Academic Funding

Mandatory off-campus events, trips, or activities for a credit-bearing academic course may not receive money from student activities fees.

N. Club Accounts

Beloit Student Congress clubs must conduct all their fiscal transactions through the Beloit College Accounting office. They may not maintain private accounts for the club through other financial institutions or personal holdings. All profits earned in any way through the use of student activities fees shall be considered club fundraising and must be reported as such. No personal profits may be made through the use of student activities fees.

O. Distribution of Items

No non-food items over five dollars (\$5.00) may be purchased for permanent distribution to students without the approval of Budget Committee.

P. Retroactive Funding

Student Activities fees shall not be used for retroactive reimbursements for direct source funding, which include purchases made prior to their approval by BelCon or BelFAST.

Master Budget Outline 2007-2008

Income

Student Activities Fees

\$278,070

(1209 Students @ \$115/semester)

Within Fund Transfers

\$10,000

(\$4218.45 from Dead Clubs)

(\$2000 from New Club Fund)

(\$3781.55 from Underspent/Overspent)

Expenditures

Club Allocations

\$31,437.50

\$53,350.00

Programming Board

\$37,300.00

\$74,600.00

BELFAST

\$23,500.00

\$47,000.00

Operating Costs

\$3,362.50

\$6,600.00

Student Activities and Salary Accounts

\$ 23,265.30

\$46,530.60

Miscellaneous Funds

\$3,500.00

\$60,489.40

Grand Total

\$122,365.30

\$288,070.00

BELFAST

(Beloit Funding and Appropriation of the Student Treasury)

| <u>Fund</u> | <u>'07-'08 Budget</u> | <u>'06-'07 Budget</u> | <u>Change</u> |
|---------------------------|------------------------------|------------------------------|----------------------|
| Academic Fund | \$24,000.00 | \$27,000.00 | -\$3,000.00 |
| Conference Fund | \$3,000.00 | \$4,000.00 | -\$1,000.00 |
| Cultural Programming Fund | \$7,000.00 | \$8,000.00 | -\$1,000.00 |
| Social Event Fund | \$10,000.00 | \$12,000.00 | -\$2,000.00 |
| Substance-Free Event Fund | \$3,000.00 | \$3,000.00 | \$0.00 |
| Total | \$47,000.00 | \$54,000.00 | -\$7,000.00 |

Programming Board Breakdown

Each year the subcommittees of the BelCon Programming Board receive their annual budget through this body. The Programming Board oversees the functioning of each of its subcommittees as they work with the yearly budget they are allocated here. We propose no changes to the basic Programming Board structure this year.

| <u>Committee</u> | <u>'07-'08 Budget</u> | <u>'06-'07 Budget</u> | <u>Change</u> |
|-------------------------|------------------------------|------------------------------|----------------------|
| C-Haus Programming | \$16,000.00 | \$16,500.00 | -\$500.00 |
| Film Series | \$7,500.00 | \$11,000.00 | -\$3,500.00 |
| Folk and Blues | \$15,000.00 | \$16,000.00 | -\$1,000.00 |
| Rocky Horror | \$1,100.00 | \$1,500.00 | -\$400.00 |
| Spring Day | \$8,000.00 | \$10,000.00 | -\$2,000.00 |
| Student Programming | \$13,500.00 | \$12,500.00 | +\$1,000.00 |
| Vortex | \$11,000.00 | \$12,000.00 | -\$1,000.00 |
| Welcome Back Dance | \$1,000.00 | \$1,000.00 | \$0.00 |
| Total | \$73,100.00 | \$80,500.00 | -\$7,400.00 |

BelCon Operating Cost Breakdown

Beloit Student Congress internal operations costs are expended by various committees and funding sources to provide for the functioning of the student government. Committee budgets are traditionally used to accommodate their membership with incidental supplies and other expenses.

| <u>Committee/Fund</u> | <u>'07-'08 Budget</u> | <u>'06-'07 Budget</u> | <u>Change</u> |
|------------------------------|------------------------------|------------------------------|----------------------|
| Accounting Fee | \$4,200.00 | \$4,200.00 | \$0.00 |
| BELFAST | \$0.00 | \$100.00 | -\$100.00 |
| Budget Committee | \$100.00 | \$150.00 | -\$50.00 |
| Club Oversight Organization | \$50.00 | \$25.00 | \$25.00 |
| Election Committee | \$50.00 | \$50.00 | \$0.00 |
| Organizational Retreat Fund | \$500.00 | \$1,000.00 | -\$500.00 |
| Secretarial Fund | \$700.00 | \$1,000.00 | -\$300.00 |
| Total | \$5,600.00 | \$6,525.00 | -\$925.00 |

Miscellaneous Funds

| <u>Fund</u> | <u>07'-08' Budget</u> | <u>06'-07' Budget</u> | <u>Change</u> |
|------------------------------------|------------------------------|------------------------------|----------------------|
| Capital Fund | \$7,489.40 | \$9,425.00 | -\$1,935.60 |
| New Club Fund | \$3,000.00 | \$3,500.00 | -\$500.00 |
| Sports Center Improvement Fund* | \$50,000.00 | \$0.00 | \$50,000.00 |
| Total | \$60,489.40 | \$12,925.00 | \$47,564.40 |

* Indicates new budget line item

Student Activities and Salary Accounts

Each of these is designed, managed, and implemented by the Student Activities office.

| <u>Fund</u> | <u>'07-'08 Budget</u> | <u>'06-'07 Budget</u> | <u>Change</u> |
|--------------------------------------|------------------------------|------------------------------|----------------------|
| Off-Campus Theater Fund | \$2,000.00 | \$2,000.00 | \$0.00 |
| Asst. Director of Student Activities | \$5,000.00 | \$5,000.00 | \$0.00 |
| C-Haus Operating Account | \$24,500.00 | \$24,500.00 | \$0.00 |
| Student Activities Programs | \$8,575.00 | \$8,575.00 | \$0.00 |
| Director of Technology | \$1,400.00 | \$1,400.00 | \$1,400.00 |
| *Van Galder Shuttles | \$5,055.60 | \$0.00 | \$5,055.60 |
| Totals | \$46,530.60 | \$41,475.00 | \$5,055.60 |

*indicates new budget line item.

Sports Center Improvement Fund

Proposed March 19, 2007

I. Name

This BelCon fund shall be known as the Sports Center Improvement Fund.

II. Purpose

The purpose of the Sports Center Improvement Fund is to finance a comprehensive renovation of the student athletic center.

III. Criteria for the Use of Sports Center Improvement Fund

- a. The Sports Center Improvement Fund shall expire on January 1, 2008 unless a proposal for the fund's use is approved by a 2/3 vote of the BelCon body. Expired funds shall be returned to the BelCon reserve account.
- b. The Sports Center Improvement Fund shall be allocated as a single sum to finance a comprehensive plan to improve the student athletic center.
- c. Budget Committee shall be responsible for assisting the Athletic Department in creating a proposal for the allocation of the Sports Center Improvement Fund.
- d. The BelCon Treasurer shall be responsible for presenting the comprehensive plan to the body.
- e. The comprehensive plan must be approved during the Fall 2007 semester.

IV. Amendment and Waiver

- a. The BelCon body may amend the Sports Center Improvement Fund bylaws by a two-thirds (2/3) vote