

Budget Allocations Committee Bylaws

Associated Students of Arizona State University Downtown

I. DESCRIPTION AND PURPOSE

The Budget Allocation Committee, hereafter, BAC, is a committee of the Associated Students of Arizona State University Downtown, hereafter ASASUD. This committee consists of the ASASUD Director of Finance, elected Senators who wish to serve on the committee, and registered students of the ASU Downtown Phoenix campus with one (1) or more credit hours on the Downtown Campus, with voting membership not to exceed 12 members. The ASASUD Director of Finance will serve as Chair of the BAC. The purpose of the BAC will be to monitor ASASUD business and determine the validity of all student fee funding requests per ASASUD and University standards.

II. ORGANIZATION FUNDING REQUIREMENTS

1. A representative of a registered student organization, hereafter RSO, are highly recommended to attend all meetings deemed mandatory by ASASUD. It will be the responsibility of the Vice President and chair of Inter-Club Council hereafter ICC, to inform RSO's of all meeting dates a minimum of 1 week in advance of the meeting.
2. A RSO must be registered with the Department of Student Affairs office each semester.
3. A RSO must be in good financial standing with the Budget Allocation Committee. Any organization deemed to be in poor financial standing will be notified by the Director of Finance.

III. FUNDING REQUEST PROCESS

1. The Budget Request
 - a. A registered student organization, hereafter RSO, representative must fill out a Budget Request Form from the ASASUD website at www.asasud.com to apply for funding. This packet will include information on eligibility for funding, deadline for submitting requests, and instructions for completing budget requests.
 - b. All information requested in the Budget Request Packet must be disclosed.
 - c. The packet must be submitted by 12:00 pm on the Friday prior to the meeting in which your RSO wishes to appear on the ASASUD Senate agenda. ASASUD meetings are held every other Friday at 11:00am, at the behest of the President. Schedules for both BAC and ASASUD meetings are available on www.asasud.com.
 - d. BAC meetings will consist of reviewing documents and determining funding validity and invalidity through ASASUD and University Funding Policies. Requests found to be invalid will be given a description detailing the grounds of invalidity.

- e. Any RSO not meeting these requirements will be ineligible for funding for that week and can come back for the next BAC meeting. Thus it is recommended that all RSOs have paperwork in order at least three weeks prior to the event held in question.
 - f. Examinations of budgets by the BAC are to be viewpoint neutral. Analyses of the budget are to be made irrespective to numbers in funding requests and only in question of validity in requests- the Senate may question the numbers during the budget pleading, as detailed in Section C.3.
2. Appropriations
 - a. Appropriations may or may not be made to an organization designated to be in bad financial standing by the Budget Allocation Committee.
 - b. Bad financial standing is determined by ICC attendance, which according to the ASASUD Constitution, may result in restricted or reduced funding per judgment of the Senate during financial considerations.
 3. The Open Hearing
 - a. Each RSO that has submitted a budget will be assigned a hearing open to the public at an ASASUD Senate meeting. All explanations and pleadings of the budget will be heard at this time.
 4. Action of the Budget
 - a. The BAC shall present requests to the Student Senate for approval after validity has been determined.
 - b. The Student Senate shall either approve as submitted or disapprove with specific recommendations for changes to be made.
 - c. Once a vote is completed and a budget request is approved/disapproved, the Chair of the BAC shall send correspondence notifying the RFO who submitted the request of the budget. If a budget is denied, then recommendations will be given on behalf of the Senate.
 - d. The Veto Process
 - i. See Section D of the BAC Bylaws

IV. POWER OF THE LINE-ITEM VETO

Section I: Line Item Veto

1. The Director of Finance will have the authority to use a line item veto of any budget item, which must be approved by a 2/3 Senate vote.

V. ALLOCATIONS PROCESS

1. Hearings will begin after the weekly deadline for submission to the BAC has passed.
2. After all budgets have been reviewed, the committee will prepare a budget allocation recommendation report for the ASASUD Senate for budgets to be heard at the next Senate meeting.
3. The committee will notify each organization of its final approval.

VI. MEETINGS

1. Meetings of the BAC are held at the behest of the Director of Finance. The Chair reserves the right to cancel any meeting for reasons of quorum, illness, or natural elements. Meetings are subject to Robert's Rules of Order. All meetings are open to the campus and community as a whole.
2. Voting membership is extended to members of the ASASUD Senate upon their declaration of membership to the BAC. It is also extended to members of the general assembly upon attendance of two (2) meetings of the BAC. Voting membership may be rescinded after two (2) unexcused absences as determined by the BAC members outside of the member in question. Voting membership may or may not be reinstated to members stripped of said privileges, as judged by the Director of Finance. The decision may be overturned by a 2/3 BAC member vote.