

**B W2020.04**

**An Amendment to the Fourth and Thirteen Chapters of the Bylaws to Establish the Responsibilities and Formation of the Fundraising Committee**

*A bill for the consideration of the College of Literature, Science, and the Arts Student Government*

26 February 2020

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**Whereas**, the mission of the College of Literature, Science, and the Arts Student Government (hereafter LSA SG) is to “actively seek the voices of LSA students and advocate their interests to improve academic and non-academic life”;<sup>1</sup> and,

**Whereas**, on February 5th, 2020, LSA SG passed R W2020.02 supporting the creation of an LSA SG Endowment; and,

**Whereas**, the purpose of said endowment will be used to fund a scholarship for those who participate in LSA SG that display financial need; and,

**Whereas**, the start of the fund will involve creating an alumni network to reach out to for donations; and,

**Whereas**, the sponsors see that the management of both alumni and general outreach to fundraise for the endowment demands careful oversight that should be under the Treasurer’s responsibilities; and,

**Whereas**, this will require year round commitment and attention to projects, outreach material and emails, on-campus initiatives (such as Giving Blueday, Diag Days, general awareness initiatives, etc.), growing the donor base, and communication with the office of LSA Advancements; and,

**Whereas**, it is essential to create a fundraising committee underneath the Treasurer in order keep track of projects and fundraising goals; and,

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<sup>1</sup> The Constitution of the College of Literature, Science, and the Arts Student Government. Article II

**Whereas,** The Treasurer's duties would include but are not limited to: chairing the fundraising committee, overseeing BAC receipts, and budgeting.

**Be it therefore resolved,** Chapter Four of the LSA SG Bylaws will be amended to include the responsibilities of overseeing the fundraising efforts of LSA Student Government's Opportunity Scholarship under the Treasurer's responsibilities; and,

**Be it further resolved,** Chapter Thirteen of the LSA SG Bylaws will be amended to include and incorporate the Fundraising Committee into the Treasurer's duties; and,

**Be it further resolved,** the Fundraising Committee will hold its first official meeting the first LSA SG business week after Amendment B W2020.04 passes through General; and,

**Be it finally resolved,** LSA SG will adhere to all Bylaw amendments, will approve these changes, and that they will take effect immediately.

# THE COLLEGE OF LITERATURE, SCIENCE, AND THE ARTS STUDENT GOVERNMENT BYLAWS

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## Chapter 4

### Government Officers

4.00.00 **Purpose.** This chapter describes the functions and responsibilities of the different officer positions on the government.

### The Executive Officers

4.01.00 **President.** The President shall perform the following duties:

- (a) **Meetings.** The President shall preside at meetings of the Government. At the President's option or in the President's absence the Chair shall be moved as outlined in Chapter 2.
- (b) **Information.** The President shall collect and disseminate information to the Government regarding the activities of the College.
- (c) **Spokesperson.** The President shall be the chief spokesperson for the Government except when and in such cases that the Government shall designate another spokesperson.
- (d) **Oversight and Coordination of Activities.** The President shall oversee and coordinate all Government activities except when the Steering Committee or the Government decides otherwise or when the Constitution or the Bylaws specify otherwise.

4.01.01 **Vice President.** The Vice President shall perform the following duties:

- (a) **Office Space.** The Vice President shall be responsible for managing the Government's office. The Vice President shall work with interested members to improve the appearance and functionality of the office.
- (b) **Steering Committee.** The Vice President shall preside at Steering Committee meetings.
- (c) **Internal Elections.** The Vice President shall compile a list of nominations during matters arising at the general meeting one week, and/or immediately before the Internal Elections (refer to Chapter 7).
- (d) **End of the Semester Report.** The Vice President shall compile the end of the semester report with help from the executive officers and Committee Chairs. The End of Semester Reports shall include the reports of all members of the Government, any Daily articles, and minutes from General Meetings. Furthermore, the Counsel shall assist the Vice President in compiling, organizing, and urging representatives to do their reports.

4.01.02 **Treasurer.** The Treasurer shall perform the following duties:

- (a) Committee Chair Requirements. The Treasurer shall serve concurrently as the chair of the Fundraising Committee. The Government shall not elect a Fundraising Committee Chairperson during Internal Elections.*
- (b) Liaison. The Treasurer shall serve as a liaison between LSA SG and LSA Advancements.*
- ~~(c)~~ **(c) Disbursement.** The Treasurer shall disburse all funds appropriated by the Government in accordance with the financial procedures (see Chapter 3).
- ~~(d)~~ **(d) Monitoring Assets.** The Treasurer shall monitor the distribution of the Government's financial assets.
- ~~(e)~~ **(e) Budget.** The Treasurer shall prepare the initial draft of the Government's annual budget within three weeks of the start of the fall semester.
- ~~(f)~~ **(f) Budget Allocations Committee.** The Treasurer shall attend the Budget Allocations Committee funding cycle. The Treasurer shall work with the Budget Allocations Committee during each cycle to ensure proper allocation of funds to student groups.
- ~~(g)~~ **(g) Funding Government Sustainability.** The Treasurer will be trained in the Planet Blue Ambassadorship program to better identify and enforce reimbursements only for zero-waste events.

## Chapter 13

### *Fundraising Committee*

*13.01.00 Purpose. The Fundraising Committee shall be the organizational unit of the Government addressing fundraising for the LSA Student Government Opportunity Scholarship Fund (hereafter Scholarship). The Committee shall primarily work on projects and initiatives to fundraise for the fund throughout the academic semesters including, but not limited to, no more than two emails and two*

*newsletters to the alum and general base each semester, preparing events and campaigns for Giving Blue Day, and set semesterly goals in fundraising amounts. The goal of the committee is to raise, maintain, and grow the respective fund for the Scholarship.*

*13.01.01 Composition. The Treasurer shall be the Chair of the Fundraising Committee.*

*13.01.02 Outreach Oversight. The Treasurer and Fundraising Committee shall oversee the advertising and publicity of LSA SG events, resolutions, statements, and other projects as well as any publicity that may be used for fundraising.*

*13.01.03 LSA SG Database and Archive. The committee shall work with the Counsel in maintaining and exploring these resources for the committee's use in growing the donor base.*