

ASMSU 2018-B-12

Sponsor: Ambika Murali  
Co-Sponsors: Scott Killian  
Nick Lyon  
Garth Grimsrud

Yes 16 No 0 Senators Present 16  
First Reading 10/18/18  
Second Reading 10/25/18

Vote Necessary: A majority

Karl Swanson  
ASMSU Senate Speaker

Taylor Blossom  
ASMSU President

Intent: To clarify budget reallocation  
process in the ASMSU By-Laws.

Effective Date 10/26/18

Section 4-5 Finance Board

B. Duties

1. The Finance Board shall:

(i) Review and make recommendations regarding all budget requests to the Senate;

a) Reallocation of monies within an existing budget ~~do~~ does not constitute a budget request, as long as the amount for reallocation stays within three percent of the program's total allocated budget, or three thousand dollars, whichever is lower.

(ii) Review and make recommendations regarding the annual budget to the Senate; and

(iii) Recommend legislation regarding fiscal policy.

Section 4-17 Budget Oversight Committee

B. Duties

The Budget Oversight Committee shall:

1. Meet as needed to ~~review~~ student program and classified program expenditures ~~weekly~~ and ensure budget alignment; and
2. Hear proposed reallocations of monies allocated to directors and vote on their approval; and
3. Recommend action to the Senate via resolution in response to deviation of the fiscal budget as allocated by the Senate; and
4. Have the ability to order a meeting with the director of the program in question. The President and Business Manager shall have the right to be present at the meeting; and

- 35 5. Recommend any legislation and proceedings deemed necessary to rectify the situation.  
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38 Section 6-5 Program Directors

39 A. Duties

40 All program directors shall:

- 41 1. Prepare, submit and present the program's annual, supplemental and reserve budget  
42 requests to the Finance Board and Senate;  
43 2. Maintain a current mission statement for the program;  
44 3. Administer the program's budget and account for all funds appropriated to and/or  
45 generated by the program;  
46 4. Report regularly to the Senate;  
47 5. Ensure program is in compliance with all federal, state and local regulations;  
48 6. Ensure a successful transition to future directors;  
49 7. Coordinate, plan, advertise and administer program's operations and events;  
50 8. Hire and supervise staff when applicable;  
51 9. Submit a year-end report to Administrative Council and Senate; and,  
52 10. Keep the program's website information current.  
53 11. Evaluate and reallocate, as needed, changes and variations in account codes up to three  
54 percent of their total allocated budget, or three thousand dollars, whichever is lower. Such  
55 reallocations shall require an affirmative vote from the Senate Budget Oversight  
56 Committee. Changes and variations exceeding three percent of their total allocated  
57 budget, or three thousand dollars, whichever is lower, shall be brought before Finance  
58 Board and Senate.

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60 Section 8-9 Fund Use

- 61 A. Funds designated for a specific function can be used for a different function as long as the same  
62 goal is met. Any change in the use of specifically designated funds will be reviewed and confirmed  
63 by the Finance Board and Senate. Any reallocation requests for up to three percent of a  
64 program's total allocated budget, or three thousand dollars, whichever is lower, will be reviewed  
65 and confirmed by the Budget Oversight Committee only.  
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