

Student Organization Resource Fee Board

Thursday, 14 November 2013

298 Illini Union South

Pre-Meeting Agenda

Chairman Guo, Presiding

5:00PM

1. RSO Presentations
 - a. ISAMS
 - b. Zeta Phi Beta
 - c. Illini Swing Society
 2. Dinner – Cajun tots impressed again
 3. Pre-meeting/informal discussions on items
-

Fall 4 2013 Allocation Meeting

Agenda

Chairman Guo, Presiding

6:00PM

1. Call to Order – 5:25pm
2. Roll Call
 - a. Jaylin (out)
 - b. Scott (out)
 - c. Gina (out)
3. Approval of the Agenda
 - a. Move 9d before Consideration of Appeals
 - b. Vote: unanimously approved
4. Approval of the Minutes
 - a. Fall 3 Minutes
 - i. (Justin) Vote: unanimously approved
 - b. Special Meeting Minutes
 - i. (Shawn) Motion that attempt of formal meeting was conducted and informal minutes be added (Vote: unanimously passed)

- ii. Vote: unanimously approved
- 5. Addressing Budget Policy (moved to before Consideration of Appeals)
- 6. Consideration of Appeals
 - a. UIUC Medlife
 - i. (Shawn) Deny because appeal process was not followed therefore an appeal in not warranted
 - ii. Vote: 7-0-1 passed (denied)
 - b. Women's Club Basketball
 - i. (John) Deny because SORF does not fund more than one event per application
 - ii. Vote: 6-1-1 passed (denied)
 - c. The Illini Swing Society
 - i. (Shawn) Approve appeal at standard rates
 - ii. Vote: 7-0-1 passed (approved)
 - d. Krav Maga
 - i. (Justin) Deny because RSO did not complete appropriate quizzes
 - ii. Vote: 7-0-1 passed (denied)
 - e. Illinois Student Association of Music Scholars (ISAMS)
 - i. (John) Approve appeal and fund second event in application instead of first
 - ii. Vote: 7-0-1 passed (approved)
 - f. Illini Bowling Club
 - i. (John) Deny because RSO does not have a complete roster
 - ii. Vote: 7-0-1 passed (denied)
 - g. Illinois Men's Soccer Club
 - i. (Victor) Approve appeal at standard
 - ii. Vote: 6-1-1 passed (approved)
 - h. International Genetically Engineered Machine Teams at Illinois
 - i. (Berenice) Approve appeal because of extenuating circumstances
 - ii. Vote: 6-0-2 passed (approved)

7. Consideration of Standard Funding Requests

- a. (Shawn) Motion to approve
- b. Vote: 7-0-1 passed (approved at standard)

No-Issues (Yellow) 24 requests totaling \$17,577.96

1592162	American Marketing Association		2,645.00
1592164	InterVarsity Christian Fellowship- Champaign Chapter		1,453.00
1592165	Korean Engineering and Science Society		168.90
1592171	Illini Equestrians		404.24
1592172	Illini Equestrians		824.03
1592173	Illini Equestrians		404.24
1592174	Illini Equestrians		51.70
1592175	Illini Equestrians		51.70
1592177	Recreational Volleyball		1,300.00
1592183	Illinois Global Health Initiative		1070.00
1592187	Atheists, Agnostics, and Freethinkers (Illini Secular Student Alliance)		55.00
1592189	Veritas Forum at the University of Illinois at Urban-Champaign		804.00
1592190	The American Choral Directors Association, UIUC Chapter		112.50
1592191	LInguaphiles Club		240.00
1592193	Illini Bowling Club		1,584.15
1592194	Eco Illini Supermileage Vehicle Team		1,146.62
1592197	Scandinavian Club		75.00
1592198	Institute of Electrical and Electronics Engineers		430.00
1592200	Institute of Electrical and Electronics Engineers		1,075.00
1592202	Trial Team		600.00
1592204	Illini Handball Club		1,173.46
1592205	Illinois Hockey Club		1,135.00
1592215	American Institute of Aeronautics and Astronautics Student Branch		78.84
1592222	Illinois Women's Volleyball Club		835.58

8. Consideration of Non-Standard Funding Requests

- a. Zero Fund (amounts shown are requested)

1592207	Quench Foundation	John	\$0.00
1592208	Quench Foundation	John	Cancelled
1592160	Jewish Education Team	Shao	Denied

- b. Partial Fund

1592225	Jewish Education Team	Shao	Denied
1592185	Fizaa	Shao	Denied
1592211	Asian American Association	Shawn	\$249.89

1592224	Muslim Students Association	Justin	\$3,500.00
c. Requests that need to be discussed (amounts shown are requested)			
1592158	American Advertising Federation at U of I	Scott	2685.00
1592163	Rodeo Club at the University of Illinois	Shivam	1726.80
1592169	Higher Education Student Association	Justin	0.00
1592170	National Residence Hall Honorary	Scott	0.00
1592179	Special Populations' Student Health Concerns Committee	Victor	Postponed
1592186	Capoeira Club at UIUC	John	3260.00
1592188	Illini Railroad Club	Scott	401.83
1592195	Alpha Phi Alpha Fraternity, Inc.	Scott	0.00
1592196	Illini Saxophone Club	John	375.00
1592203	Zeta Phi Beta, Inc. Nu Delta Chapter	Scott	618.75
1592209	Illinois Synchronized Skating	Justin	641.05
1592210	Black Women Rock!	Scott	0.00
1592212	Hillel Leadership Council	Victor	150.00
1592214	Timmy Global Health	Jaylin	860.00
1592216	Hillel Leadership Council	Victor	85.00
1592217	Hillel Leadership Council	Victor	210.00
1592218	Hillel Leadership Council	Victor	????????
1592219	Innovation Immersion Program	Victor	????????
1592221	Puerto Rican Student Association	Jaylin	750.00

9. Old Business

a. Corrections to Bylaws Amendments

- i. There were various grammar and wording corrections
- ii. Vote: 5-0-3 passed

b. Food Committee

- i. 1st meeting took place
- ii. John is working on proposal

c. Presentation on SORF Fee Referendum

- i. This was postponed
- ii. Vote: unanimously passed

d. Budget Policy Committee

- i. Committee was formed: Shawn, Justin, Eric, John
 1. Vote: unanimously passed

10. New Business

- a. SORF Standards Amendments
 - i. Add team registration cap
 - ii. Vote: 7-0-1 passed
 - b. Revisions to the Appeal Process
 - i. Vote: 7-0-1 passed
 - c. Affidavit for Photos
 - i. Affidavit was rescinded
 - ii. Vote: unanimously passed
 - d. Addressing Budget Policy (moved to 4.5) – see above
11. Chair's Remarks
- a. SORF Open House Tuesday
 - i. To express changes of standards to RSOs and students
 - ii. Board members are encouraged to come
12. Advisor's Remarks
- a. Budget updates
 - i. There is enough money for Fall 5
13. For the Good of the Order
- a. Shawn loves SORF!
14. Adjournment – 8:45pm

Student Organization Resource Fee Board

36th Membership
2013-2014 Academic Year

14 November 2013
Resolution 2013-__
Vote: __/__/__

WHEREAS, the Board is responsible for the fair allocation of the funds received by it from the students; and,

WHEREAS, to accomplish this goal, the Board maintains policies and standards for its allocation decisions; and,

WHEREAS, amendments to funding standards have been recommended to accommodate current allocations made and the anticipated revenues for the remainder of the 2013-2014 academic year; therefore,

BE IT RESOLVED, that the Board amends its governing documents, policies, manuals, handbooks and standards, with the exception of the bylaws, to reflect and enforce the funding standards as follows:

1. The maximum total of allocations for any one RSO is reduced from \$8,000 to \$6,000.
2. Funding for any one contractual services item, including travel for such request, shall have a maximum of \$3,500.
3. The funding rate for University rentals is reduced from 75% to 50% and the funding rate for Non-University rentals is reduced from 50% to 25%.
4. The maximum allocation for any one travel event/activity across any number of RSOs is reduced from \$3,500 to \$1,500.
5. The maximum funding for ticketed travel shall be 25% of round-trip cost or \$140, both exclusive of taxes and fees, whichever is less.
6. The maximum funding for lodging, subject to the occupancy standards, shall be 50% of cost or \$55, both exclusive of taxes and fees, whichever is less.
7. The maximum funding for individual registrations, subject to the percentage maximum, is reduced from \$75 to \$50.

; and,

BE IT RESOLVED, that the amendments shall apply beginning with the Fall 5 2013 Funding Period; any request made in the Fall 1 to Fall 4 funding periods shall not be affected by these changes, and any RSO that has exceeded the revised maximum total of allocations for requests approved in the Fall 1 to Fall 4 funding periods shall not be required to forfeit any funds; and,

BE IT FURTHER RESOLVED, that the officers and advisor of the Board are charged to undertake these amendments and may take any reasonable action necessary to do so; and,

BE IT FURTHER RESOLVED, that the amendments shall take effect upon approval of a two-thirds vote of the Board and concurring approval of the Vice-Chancellor for Student Affairs.

Respectfully Submitted,

Shao-Hai Guo
Chairman

Attest: Matthew Stuart, Board Secretary

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WHEREAS, the Board has a process for considering appeals of decisions of the Board and/or its members; and,

WHEREAS, the Board has received a number of appeals which have been categorically denied; and,

WHEREAS, the Board believes the appeals process should be revised to both better inform RSO treasurers and give the Board additional flexibility in hearing appeals; therefore,

BE IT RESOLVED, that the Board amends the appeals process, as formally outlined in the SORF Manual to reflect the accompanying changes; and,

BE IT FURTHER RESOLVED, that the officers and advisor of the Board are charged to undertake these amendments and may take any reasonable action necessary to do so; and,

BE IT FURTHER RESOLVED, that the amendments shall take effect upon approval of a two-thirds vote of the Board and concurring approval of the Vice-Chancellor for Student Affairs.

Respectfully Submitted,

Shao-Hai Guo
Chairman

Attest – Matthew Stuart, Board Secretary

Appeals Process

The SORF bylaws provide all registered student organizations with the right to appeal on any allocation decision, or to have the full Board review a decision of the SORF chairperson pertaining to their specific allocation(s).

All registered student organizations are entitled to an appeal of SORF allocation decisions, so long as the appropriate requirements are met. (Bylaws, V(A)1)

All registered student organizations are entitled to an appeal of decisions made by the SORF chairperson pertaining to their allocation, so long as the appropriate requirements are met. (Bylaws, V(A)2)

The following are the appeal requirements:

Each appeal must demonstrate at least one of the following grounds for appeal: An appeal must contain one or more of the following grounds for the appeal:

- a. Lack of communication from the pre-reviewer to the treasurer. However, this will not be a basis for sustaining an appeal unless significant change results in the SORF allocation decision such that information that would change the decision of the Board was not made unavailable to the Board. A failure of the treasurer to provide information is not itself grounds for an appeal.
- b. The SORF allocation decision regarding the application was not based on substantial information. That is, whether there were facts established in the application or RSO presentation that, if believed by the SORF Board, were insufficient to establish a funding decision based on an incorrect application of the facts or SORF policies existing at the time of the Board's decision.
- c. There were clear extenuating circumstances which prevented the treasurer from following SORF policy.
- d. New information or other relevant facts clearly not available at the time of the SORF application or allocation meeting because such facts are now available.

If the appeal meets none of the grounds for appeal, then the Board chairperson may deny or move the appeal to the Board for discussion the appeal without consideration of the Board. All appeal decisions and denials of appeals are reviewed by and subject to the approval of the Chancellor or his/her designee.

The SORF bylaws provide all registered student organizations with the right to appeal and request a second hearing on any allocation decision, or to have the full Board review a decision of the SORF chairperson pertaining to their specific allocation(s).

Submission of a new application is required to fund a different item or expense not included on original SORF application. This process is to give RSOs an additional opportunity to present information to the Board that they believe proves that the application in question should have been funded under SORF policy.

In order to file an appeal, please email SORF@illinois.edu with the following information and “REQUEST FOR APPEAL – [Organization Name]” in the subject line. If the appropriate information is not provided, the Board chairperson is under no obligation to move your appeal forward.

1. Organization Name and applicable SORF Application Number(s)
2. Treasurer Name and Email
3. President Name and Email
4. Funding Period of the Original Request

5. Description of Original Request

5-6. [Ground\(s\) for Appeal](#)

6-7. Brief description of why an appeal is sought [based on the ground\(s\) for appeal](#)

Once reviewed by the SORF Board chairperson, the Treasurer and President will receive a return email response specifying any additional information that might be needed, as well as the next steps of the process.

If the RSO [meets the appeal requirements](#), submits all of the requested information, and clarifies any questions, the Board chairperson shall schedule a hearing for the full Board to discuss the appeal. The appeal may be heard during a regularly scheduled Board Allocation Meeting, or at a special meeting called by the chairperson.

The RSO requesting an appeal may submit whatever documentation they would like to the Board that they believe would justify a reconsideration of their allocation amount/the chairperson’s decision. Additionally, the RSO may give a short presentation to the Board (during the RSO Presentation period), and/or be on hand for questions when the Board discusses the appeal.

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WHEREAS, the Board requires proof of attendance when students submit documentation to receive SORF funds for travel expenses; and,

WHEREAS, photos are commonly used as proof of attendance; and,

WHEREAS, photos are often received with insufficient detail as to denote the payee's participation or that the payee actually traveled to the travel destination; and,

WHEREAS, SORF has no formal process for remedying photo issues; and,

WHEREAS, a process should be in place to submit alternative documentation; therefore,

BE IT RESOLVED, that the Board permits the submission of an affidavit as an accompaniment to a photograph within payment documentation to remedy deficiencies in the photograph serving as proof of attendance; and,

BE IT FURTHER RESOLVED, that Board endorses the attached document as the preferred form of affidavit; and,

BE IT FURTHER RESOLVED, that the Board intends this process to be accessible on an as needed basis and does not intend to make this process a publicly available alternative to submitting compliant photographs.

Respectfully Submitted,

Shawn J. Gordon
Vice-Chairman

Attest – Matthew Stuart, Board Secretary

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WHEREAS, the Board is responsible for the fair allocation of the funds received by it from the students; and,

WHEREAS, to accomplish this goal, the Board maintains policies and standards for its allocation decisions; and,

WHEREAS, the Board has policies regarding the allocation of funds on a semester basis; and,

WHEREAS, such policies do not currently meet the Board's needs; therefore,

BE IT RESOLVED, that the Board rescinds policy #2: "Funding in Excess of Revenue from the Student Organization Resource Fee" from Resolution 2013-04; and,

BE IT FURTHER RESOLVED, that Board creates a committee of 3 persons with the charge to research and draft a long-term budget and finance policy; and,

BE IT FURTHER RESOLVED, that committee shall furnish its recommendation no later than the Spring 3 Allocation Meeting.

Respectfully Submitted,

Shawn J. Gordon
Vice-Chairman

Attest – Matthew Stuart, Board Secretary