

APPENDIX V - STUDENT ACTIVITY FUND ASSESSMENT

COMMITTEE BYLAWS

I. COMPOSITON

- A. The Student Activities Fund Assessment Committee (SAFAC) shall be composed of representatives each of the following organizations, selected according to the criteria of each organization:
 - 1. Oakland University Student Congress (OUSC)
 - 2. Student Activities Funding Board (SAFB)
 - 3. Student Program Board (SPB)
 - 4. Oakland Post Student Newspaper
 - 5. WXOU Student Radio Station
 - 6. Student Life Lecture Board (SLLB)
 - 7. Student Video Productions (SVP)
 - 8. Club Sports
- B. All Committee members must sign a publicly accessible affidavit that they have read and understand their duties and responsibilities, and the SAFAC's enumerated powers and restrictions.
- C. The Chairperson, the Student Body President, shall be a non-voting member of the SAFAC.
- D. Each organization will have one voting member at every designated meeting.

II. DUTIES AND RESPONSIBILITIES

- A. Hold regular meetings, which shall be organized, scheduled, and run by the Chairperson, at least once an academic semester.
- B. Analyze the usage and distribution of the Student Activity Fund (SAF).
- C. Should the Committee decide a change in the SAF amount and/or appropriations is necessary, each organization present copies of its annual operational budget, as well as disclose all sources of funding, for consideration by the entire Committee. Failure to do so must result in the denial of funding for that organization in the final SAFAC proposal for that school year.
- D. At least seven (7) committee members, or his/her designee must be present to conduct formal business and votes. Designee can vote only if original voting member is not present.

III. ENUMERATED POWERS

- A. Propose changes to the appropriation structure and/or amount of the SAF to the University Student Congress Legislature for consideration as a referendum question during the annual elections.
- B. All recommendations and proposals brought to the University Student Congress Legislature for consideration must receive the approval of at least six (6) of eight (8) SAFAC members. Should this threshold not be met by the necessary electoral

deadlines, the Student Body President shall convey to the University Student Congress Legislature a recommendation of “No changes” for that school year.

C. **Special Projects Fund**

1. Any organization wishing to request funds from the Special Projects Fund must submit a proposal to the Chairperson. The Chairperson will circulate to the committee at least one week prior to a designated meeting. The proposal will be voted on at that designated meeting.
2. All Special Projects Fund proposals must receive a six (6) out of eight (8) approval.

IV. ADVISOR

- A. The SAFAC will be advised by a designated staff member of the Oakland University Center for Student Activities. The Student Body President shall coordinate with the Director of said office to select an advisor.
- B. The Advisor shall be an ex-officio and non-voting member of the SAFAC.
- C. The Advisor is bound by all decisions of the SAFAC and may not take unilateral action to counteract those decisions unless the purpose is to correct an infraction of University policy.

V. RESTRICTIONS

- A. The SAFAC has no financial authority over the funds being allocated, aside from the Special Projects Fund, unless specific exceptions are authorized by student referendum. The sole purpose of the SAFAC is to analyze funding amounts and allocations, and to draft recommendations to be put before the University Student Congress Legislature.
- B. If any member violates the SAFAC bylaws, that member is subject to be removed from the committee and another representative from their organization must be appointed.
- C. A Committee member removed for any disciplinary reason may not serve on the Committee again for a period to be determined during the disciplinary process.