

Duties of the SRSGA Standing Committees

This document can be amended by simple majority vote at a formal meeting without requiring amendment procedures to the By-Laws. Unless the duty being amended is in the Constitution or By-Laws then they must be amended following that process.

Section 1 The chairpersons of the several standing committees shall:

- A. Report to the SRSGA on their committee's activities at all SRSGA meetings
- B. Keep records of their committee's actions
- C. Serve as members of the SRSGA Cabinet to advise the President, Executive Committee, and Senate when called upon to do so

Section 2 Committee members must be active in the committee's work and attend meetings and may be removed from the committee for failure to do so.

Section 3 **The Senate Rules and Policy Committee shall:**

- A. Promulgate rules and procedures governing the recognition of all student organizations for Senate approval
- B. Review present constitutions of all new student organizations so that they may retain recognition status
- C. Review proposed amendments to said constitutions
- D. Recommend to the Senate to relinquish and remove any and all student organizations from SRSGA recognition status when deemed appropriate
- E. Advise the President and Executive Committee when requested on the current status of any and all SRSGA recognized student organizations
- F. [The Rules and Policy Committee shall:] Have the power to amend errors in punctuation and spelling in the SRSGA Constitution, and to amend the Table of Contents of said Constitution when necessary, as long as the intent and function of the SRSGA Constitution and By-Laws are not altered in whole or in part by said amendment.
 - i. Such an amendment may be made without an open forum or tabling.

- ii. The Rules and Policy Committee shall report any and all such changes at the first formal senate meeting following the making of these changes. The Senate will have the power to immediately reverse and changes with a majority vote.

Section 4 The Financial Affairs Committee shall:

- A. Receive from SRSGA the Student Activity Fee, the profits from all SRSGA business and concession, and monies received from investments and services and administer effectively the Co-Operative Activities budget
- B. Submit to the Senate and Executive Committee for their approval of the next year's recommended total annual budget for all organizations funded by SRSGA
- C. Submit to the Senate and Executive Committee for their approval recommendations for any changes in the Student Activity Fee
- D. Maintain all necessary records of the financial transactions of the corporation and also allow a designated Senator, or proxy of the Senate to review financial records and make a report to the Senate as deemed necessary by the body
- E. The Financial Affairs Committee shall make recommendations to the Senate concerning all of the business and functions of the SRSGA enterprises.
- F. Shall publish rules and procedures in compliance with the Constitution and By-Laws that would facilitate the execution of the Financial Affairs Committee; and Senate's duties, responsibilities and powers
- G. The following procedure shall be followed for all contracts funded by the Student Activity Fee administered by the SRSGA:
 - i. The Student Affairs staff will read contracts, make necessary corrections, and sign off that the contracts meet all requirements
 - a. Contracts will be signed by the President, or in the absence of the President, a designated Vice President who shall be assigned the responsibility
 - ii. The SRSGA will establish procedures that cover circumstances of power
 - a. If money is allocated to an organization for goods and services for contracted events
 - b.If organizations have approved expenditures according to their guidelines

- c. If all requirements specified in 2.4.I.ii.a and 2.4.I.ii.b are fulfilled SGA cannot refuse to sign a contract

H. Coordinate and assume responsibility for the following specific SRSGA areas:

- i. SRSGA Bookstore matters
 - ii. SRSGA vending machine matters
 - iii. SRSGA Day Care Center matters
- I. Make recommendations to the Senate and the President regarding the finances and enterprises

Section 5 The Student Center (CSIL)Advisory Board shall:

- A. Be responsible for making recommendations for the uses of the Robert M. Smith Student Center and its facilities
- B. Consist of nine (9) members:
 - Five (5) students, selected by the President
 - Two (2) administrators, elected by the Slippery Rock University of Pennsylvania's President
 - Two (2) faculty members, selected by the Academic Forum
- C. The Speaker of the Senate shall be responsible for all correspondence with this committee and the Senate

Section 6 The Student Affairs Committee shall:

- A. Oversee all programs, initiatives and matters regarding student body programming
- B. Coordinate and assume responsibility for the following specific SRSGA areas:
 - All programming and matters pertaining to Campus Safety
 - All programming and matters pertaining to student-tenant landlord relations
 - All programming and matters pertaining to the current University contracted food services
 - Annually coordinate the SRSGA Fall Weekend
- C. Make recommendations to the Senate and the President regarding SRSGA programming ideas

Section 7 The Director of the SRSGA Day Care Center shall report to the SRSGA at least once a semester

Internal Affairs Committee??? Need to meet with John about the duties of his committee

Outreach Committee??? Speak to Jared about this unless Jess has updates on this.