

03/21/2022

Executive Committee

For Immediate Release



NEW STUDENT SENATE FINANCIAL STRUCTURE

Dear Valpo Students,

Your Student Senators have been working throughout the academic year to modernize the Student Senate Constitution and Bylaws. One of these changes included creating a more transparent budgeting guidelines for all student organizations. The Student Senate will be funding the following moving forward:

- Clothing order of up to 10% of budget. All clothing must first be approved by the Press Secretary
- Buttons and promotional materials allowed through DesignWorks
- Food purchases only through Valparaiso University's Dining Services (currently Parkhurst)
- Conference attendance through the per diem system
- Stipends only allowed for Media, Programming, and Student Senate & Honor Council Commissions
- Chapter or national membership dues for students who meet the requirements laid out by Student Life

In addition, Student Senate will **not** be funding the following items:

- Food services from non-University recognized companies
- Paid subscriptions that the University has access to. This includes, but not limited to;
 - Zoom, Canva, Google Suite
- Office Supplies

In addition, Student Senate has streamlined the budget process through these new Bylaws. We will be utilizing the budget and finance elements on MyValpo moving forward. The Special Interest Commission's student organizations will submit their annual budget on MyValpo. The Club Sports Commission, Media Commission, and Programming Commission will be tasked

with creating their annual budgets together in their meetings. Each organization will work together to allocate their Commission's budget amongst themselves. Once the Commission agrees on their budget, they will send it to the Student Senate for approval.

Student Life has now given recognized student organizations access to credit cards to make purchases needed for their events or club functions. Student Life will also be getting an Amazon Account for all recognized student organizations to utilize if they wish to order things. In addition, Student Life and Student Senate will be creating a space that will be open for all recognized student organizations to gather office supplies.

Due to these more efficient processes now in place, Student Senate will no longer be accepting encumbrance requests starting in the Fall 2022 semester. Recognized student organizations will be able to make purchases by utilizing the Student Life credit cards. There are no more tiers to recognized student organizations; all recognized student organizations have been put into a Commission. Newly recognized organizations will automatically be placed in the Special Interest Commission until they meet the requirements for another Commission. We will also be eliminating line items in student organization budgets. Line items cause tedious bureaucratic roadblocks for some recognized student organizations and we do not want to discourage organizations from spending their budget.

Sincerely,

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