

**ASSOCIATED STUDENTS OF COLORADO STATE UNIVERSITY  
FORTY-FOURTH SENATE  
SEVENTEENTH SESSION  
FEBRUARY 4<sup>TH</sup>, 2015**

**BILL #4413  
STUDENT FEE REVIEW BOARD (SFRB) 2014-2015 BYLAWS**

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**SPONSORED BY:** Scott Ricketts, Director of University Affairs, SFRB Member; Duane Hansen, Sergeant at Arms, SFRB Member; Nick Dannemiller, Associate Justice, SFRB Member; Rioux Jordan, Chief Justice, SFRB Member; Allison Eret, Controller, SFRB Member; Andrew Bondi, Graduate Senator, Recruitment and Retention Officer, SFRB Member; Samuel Laffey, Senator, Liberal Arts Dean's Leadership Council, SFRB Member; Spencer Nolan, Senator, Liberal Arts Dean's Leadership Council; Patton Lowell, SFRB Member; Connor Barry, SFRB Member; Yusuf Yilmaz, SFRB Member

**WRITTEN BY:** Lance C. Li Puma, Vice President of the Associated Students of Colorado State University, Chair of the Student Fee Review Board

**ENDORSED BY:**

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**WHEREAS**

Section 812 of the Associated Students of Colorado State University Constitution reads: The Student Fee Review Board shall have the power to establish its own Bylaws, rules of order, plan of procedure and fiscal rules as its members deem necessary. Senate must vote to approve the Bylaws and plan of procedure of the Student Fee Review Board. If new Bylaws or plan of procedure cannot be passed the Student Fee Review Board will operate under the last approved Bylaws and plan or procedure approved by the ASCSU Senate. All changes to the Bylaws must be clearly presented to the ASCSU Senate; and,

**WHEREAS**

Section 813 of the Associated Students of Colorado State University Constitution reads: "At the end of the spring semester the Student Fee Review Board shall present the final approved recommended fee package to the ASCSU Senate. The ASCSU Senate will hold a vote of confidence that the SFRB Bylaws approved by Senate in the fall were substantially followed. A Senate majority no-confidence vote may be appealed by the Chair of the SFRB to the Supreme Court, and the Court's decision shall be final. If the no confidence vote is upheld, then the fee package shall go to the Senate for the fee package to be determined by legislation"; and,

WHEREAS

Section 814 of the Associated Students of Colorado State University Constitution reads: “All student fee policies and expenditures shall comply with federal and state laws as well as University policy as set forth by the Board of Governors”; and,

WHEREAS

The SFRB has an improved representation of the students of Colorado State University by reviewing fee increase proposals as either a *Mandatory Fee Increase* or *New Resource Request* with the rewrite of Article IX; and,

WHEREAS

The SFRB has an enhanced ability to preserve the current quantity and quality of programs, events, resources, and etc. provided by the student fee for students of Colorado State University Students with the rewrite of Article IX; and,

WHEREAS

That the Student Fee Review Board has an improved representation of the students of Colorado State University by having a more confluent and efficient Evaluation Criteria to review Fee Proposals with the rewrite of Article X; and,

WHEREAS

That the Student Fee Review Board has an enhanced ability to seek constituent input on Fee Proposals in the Spring Semester with the rewrite of Article XI; and,

WHEREAS

The amendments to the SFRB Bylaws have been reviewed by the General Council of Colorado State University; and,

WHEREAS

These amendments to the SFRB Bylaws passed with a two-thirds vote by the Board: 18-0-1; so,

THEREFORE BE IT HEREBY ENACTED

That Article IX: Budget Proposals be rewritten as:

**Article IX: Budget Proposals**

1. Mandatory Fee Increase:

Mandatory Fee Increases are outside of the SFRB’s scope of authority pursuant to the Institutional Fee Plan. However, Fee Areas will be expected to provide a Mandatory Fee Increase Proposal annually to SFRB to inform the SFRB of the expected increase in costs and to assure that the proposed increase is for one of the following:

- Salaries and benefits, debt service, utilities and general and administrative fees assigned by the University;
- Required increases for contractually-based fees; or

- Any other cost increase that the Fee Area must absorb for institutional or externally-imposed costs, if the current level of service and quality is to be maintained.

Mandatory Fee Increases are not to be used to expand the scope of a program or increase the level of service provided.

## 2. New Resource Request:

Proposals in this category seek to expand the Fee Area's current programs and services, fund new initiatives, or provide for increased levels of service to benefit students.

Within a proposed New Resource Request, the Fee Area Director may propose a phased-in funding plan that grants a portion of the increase requested in the current year, with the expectation that the remainder of the funding will be considered by SFRB in future years. A fiscal note will be left to the next SFRB in support of a further increase to the noted Proposal's 100% mark. This phased funding approach will not be used unless it is demonstrated that the partial funding grant will still accomplish a worthwhile improvement in the program or services that can be built on with a future increase; and,

THEREFORE BE IT HEREBY FURTHER ENACTED

That Article X: Evaluation Criteria be rewritten as:

### **Article X: Evaluation Criteria**

The SFRB will evaluate budget Proposals by the following evaluation criteria (presented here in no specific order):

1. Alignment to Colorado State University's land grant mission statement;
2. Fee Area's ability to effectively utilize the fee;
3. The services and programs being funded are in relation to the organization's purpose;
4. Fee Area's adherence to its planned budget and accountability for its expenses throughout the past fiscal years;
5. The effort, thought, justification and clarity reflected in the Proposal;
6. The proposed program's potential for direct student use, including any justification for the Proposal in the form of quantitative and/or qualitative student usage information; and
7. Input from student constituents; and,

THEREFORE BE IT HEREBY FURTHER ENACTED

That Article XI: Voting be rewritten as:

### **Article XI: Voting**

Who May Vote

All regular student members who attended the required training shall have a vote on each matter put to a vote by the SFRB. Students selected to serve on the SFRB who are paid employees or a liaison to that fee funded area shall abstain from any vote specific to their fee-funded area(s). Student members who did not attend the spring presentation of a particular Fee-Funded Area shall abstain from voting on that Fee Funded Area's fee request unless, before the vote, they meet with the Director (or the Director's delegate) of that Fee-Funded Area to discuss the presentation. All Student Members who were directly (or indirectly) involved in ASCSU Spring Campaigns shall abstain from voting on the ASCSU budget. Representatives should base their votes on the evaluation criteria listed in Article IX.

2. Quorum.

A quorum must be present before a vote can be taken. .

3. Fee Area Budget Approvals

A. Proposal Confidence Vote:

1. Mandatory Fee Increase Proposals:

After a Fee Area's presentation and the SFRB'S review of their Mandatory Fee Increase Proposal, a vote will be taken to approve their Mandatory Fee Increase by affirming that the criteria for a Mandatory Fee Increase have been met. The purpose of this vote is not to evaluate the proposed fee increase itself, but rather the Fee Area's ability to make effective use of their fee in the coming year.

A vote of no confidence for a Fee Area does not have the effect of denying a proposed Mandatory Fee Increase, but will open discussion on how to approach the direction of the Fee Area for the next fiscal year. Only a reduction in the programs or services offered by a Fee Area can support a reduction in mandatory fees.

2. New Resource Request Proposals:

The initial vote of confidence for a Proposal for a New Resource Request is to approve moving forward to a final vote at a subsequent SFRB meeting, after addressing any factors identified by SFRB as requiring more information or follow-up. An initial no-confidence vote means that the Proposal is defeated, but does not prevent the Fee Area Director from submitting a new Proposal in a subsequent meeting with majority vote of the Student Fee Review Board.

B. Proposal Final Vote:

After the confidence vote for a Proposal has been approved, the Proposal will be set for a final vote in a subsequent meeting. At that meeting, SFRB will review any additional information provided by the Fee Area Director and either request further follow-up or proceed to a final vote on the Proposal. A no vote defeats the Proposal but does not prevent the Fee Area Director from submitting a new Proposal.

SFRB will not approve Proposals based on line-item amendments.

4. After a fee-funded area's budget has been endorsed, it shall be placed in the Fee Package. Any fee area's budget for which an increase was proposed but not approved by the SFRB shall be placed in the Fee Package without the requested fee increases, except for mandatory fixed cost increases (budget increases as assessed by the University). After all budgets have been placed in the Fee Package, the SFRB shall take one final vote on the Fee Package as a whole. SFRB shall forward the fee package to the ASCSU Senate for a vote of confidence.

5. Amendments to the Fee Package

Amendments to the Fee Package may be proposed by any SFRB member and require a two-thirds vote of present SFRB members to approve. Those who chose to voluntarily abstain on a particular fee area may vote on an amendment to that fee area. A majority vote of present SFRB members will be required to endorse the Fee Package as a whole. Following the SFRB's vote, the Finance Subcommittee of the President's Cabinet shall review the legislation and forward it to the President for final action, along with any additional institutional recommendations; and,

THEREFORE BE IT HEREBY FURTHER ENACTED

That the Forty-Fourth Senate of the Associated Students of Colorado State University pass the amendments to the Student Fee Review Board Bylaws; and,

THEREFORE BE IT HEREBY FURTHER ENACTED

That a copy of this legislation be forwarded to Dr. Mike Ellis, Assistant Vice President for Student Affairs, Executive Director Lory Student Center; Lynn Johnson, Chief Financial Officer, Associate Vice-President for Finance; Dr. Tony Frank, President of Colorado State University; Dr. Rick Miranda; Provost, Executive Vice President; Robert Schur, Executive Director of the Department of Policy, Risk, and Environmental Programs.

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PASSAGE

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DATE

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PRESIDENT SAMANTHA GUINN

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