

CONSTITUTION OF THE STUDENT BUDGET BOARD
Amended October 1, 2007

Approved by CSA 02/17/11

ARTICLE I

Name

The name of the organization shall be the Student Budget Board of Virginia Polytechnic Institute and State University. The board shall function as a standing sub-committee of the Commission on Student Affairs.

ARTICLE II

Purpose

- A. The Student Budget Board is allocated money from Student Activity Fees for funding the programs and activities of officially listed chartered student organizations.

- B. The Student Budget Board is charged with the responsibility of recommending to the Commission on Student Affairs the amount of funds to be distributed to the student organizations for each fiscal year. Procedures for distribution shall be the responsibility of the Student Organization Accounting Office.

ARTICLE III

Membership

The Student Budget Board shall be comprised of:

- A. Two teaching/instructional faculty members appointed by the Chair of the Commission on Student Affairs for a one year term. Faculty members will be recommended to the Faculty Senate for approval

- B. Two staff, one appointed by the Vice President for Student Affairs or his/her designee and one appointed by the Chair of the Commission on Student Affairs. The staff member appointed by the Chair of the Commission on Student Affairs shall serve a one year term. The staff member appointed by the Vice President or designee shall serve an indefinite term as Chair of the Student Budget Board.

- C. Fourteen student members comprised of the following USCO organizations will sit on the board for a minimum of one year. Members are to be appointed by their respective organizations. Each representative on the board has an expectation that he/she will communicate all relevant information back to his/her respective organization and associated organizations.

One appointed representative of the Class System

One appointed representative of the Greek System (IFC, NPHC, PHC, MGC)

One appointed representative from the Virginia Tech Union

One appointed representative from the Council of International Student Organizations

One appointed representative from the Black Organizations Council

One appointed representative from the Asian American Student Union

One appointed representative from the Lesbian, Gay, Bisexual, Transgender Alliance

One appointed representative from the Latino Association of Student Organizations

One appointed representative from the Black Student Alliance

One appointed representative from the Jewish Student Union

Two appointed undergraduate representatives from the Student Government Association

Two appointed graduate representatives from the Graduate Student Assembly

- D. Consultants (without votes) may be added at the discretion of the Board

ARTICLE IV**Officers**

- A. A Chair appointed by the Vice President for Student Affairs or his/her designee and in consultation with the Chair of the Commission on Student Affairs. The Student Budget Board Chair shall serve as the representative of the Board on the Commission.
- B. A Vice Chair who shall assist the Chair and preside in his/her absence, elected from with the student membership of the Student Budget Board.

ARTICLE V**Meetings**

- A. A quorum shall consist of 2/3 voting members, excluding the Chair.
- B. A simple majority of voting members present shall be required in all voting decisions.
- C. The Chair shall only vote in the case of a tie.
- D. The Student Budget Board will not consider funding actions during the Summer Session or semester breaks. The deadline for funding summer activities will be the last meeting of the Spring Semester.
- E. Meetings shall be governed by Sturgis Standard Code of Parliamentary Procedure unless otherwise stipulated in this constitution.

ARTICLE VI**Operating Procedures**

- A. The Student Budget Board shall recommend to the Commission on Student Affairs the necessary criteria to receive funding from the **Student Activity Fees**.
- B. All funding requests shall be submitted in accordance with instructions provided by the Student Budget Board.
- C. The Student Budget Board shall consider and recommend funding actions for the approval of the Commission on Student Affairs.
- D. The Chair of the Student Budget Board shall notify the organizations requesting funds of the disposition of their requests.
- E. Any member of the Student Budget Board whose organization comes before the Board must abstain from voting for his/her organization.

ARTICLE VII**Amendments**

- A. Any amendment to this constitution must be proposed by a member of the Student Budget Board and must be passed by a vote of two-thirds of the members.
- B. All amendments must be approved by the Commission on Student Affairs.

ARTICLE VIII**University Policies**

The Student Budget Board shall comply with all applicable policies contained in the University Policies for Student Life.