

SPECIAL INTEREST COUNCIL

APRIL 6, 2009, 9:00 P.M., KC 0058

CHAIR	SENATOR
MICHELLE BURKE ASSOCIATE DIRECTOR OF STUDENT LIFE BURKEMI@GVSU.EDU (616) 331-2358 KC 1110	JARRETT MARTUS STUDENT SENATE FINANCE COMMITTEE JARMAR_07@HOTMAIL.COM (616) 331-2333 KC 0008

- I. **Welcome and Introductions**
- II. **Attendance and Registration Status of Member Organizations**
 - a. STUEY tutorial
- III. **Funding Board– ready to go!**
 - a. Funding Board Meeting Tuesday, April 14, 9:00 p.m., (Kirkhof 1104)
 - b. Requests this semester are for August/September/October activities and for any specific annual program important to your RSO (requests for events held after October will be scheduled at the discretion of the Chair)
 - c. REQUESTS MUST BE SUBMITTED IN STUEY BY 5:00 P.M. ON APRIL 7 TO BE CONSIDERED.
 - d. Members: Paul LeBlanc, Michael Rapin, Anna Jennings, Nicole Khan, Will Burgess. Others will “rotate in.”
- IV. **How to Complete Requests**
 - a. Officer logs into <http://www.gvsu.edu/studentlife/stuey>
 - b. Go to “My Organizations” page
 - c. Click the “\$” icon (Manage Budgets)
 - d. Complete and submit form
- V. **Budget Process for 2009-2010**
 - a. Program-by-program requests – plan now for August-October 2009 needs
 - b. Requests for November 1 and beyond will be heard beginning the week of September 14th.
 - c. \$40,000 base budget for Council
- VI. **Future Meetings**
 - a. MAX It Out – Afternoon of Tuesday, September 8 – Academic Year Meeting Dates Announced Here

UPDATES AND OPPORTUNITIES

- **Funds for the CURRENT FISCAL YEAR must be used/reconciled by April 24th.** If you need to use funds from April 25th-June 30, 2009, you must have permission in writing via email from Michelle Burke (burkemi@gvsu.edu) prior to April 24th. Overdue reimbursement forms (more than 2 weeks after the expense) will not be accepted.
- **Helping Hands** – get involved to welcome new students to campus this August!
- Check your STUEY messages and SOC mailbox at least weekly!
- Are YOU graduating or leaving office? Have you arranged for an officer transition? Update your STUEY Roster and use the “Edit Organization” function to update your Summer Contact info.
- **Recognition 2009 – Thursday, April 16, 7:00 p.m.**