

SPECIAL INTEREST COUNCIL

FEBRUARY 2, 2009

9:00 P.M., KC 2215/2216

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

- I. **Welcome and Introductions**
- II. **Attendance and Registration Status of Member Organizations**
 - a. STUEY tutorial
- III. **New Funding Process for Student Organizations**
 - a. \$40,000 base budget that WE allocate!
- IV. **Budget Process for 2009-2010**
 - a. Program-by-program requests – plan now for August-October 2009 needs
 - b. How to request funds (through STUEY) will be presented at March 9 meeting
- V. **Budget Standings for 2008-09**
 - a. Current Allocation www.gvsu.edu/studentlife → Student Life Fund → Approved Budgets 2008-09
 - b. Charges against account – SOC staff members can look up for you! (soc@gvsu.edu, 331-2360, KC 0008)
 - c. Reserve Fund depleted for this year. Co-sponsorship is a necessity!
- VI. **Funding Board Application/Election Process**
 - a. Applications due February 27, elections March 9.
- VII. **Future Meetings**
 - a. Monday, March 9, 9:00 p.m. – Funding Board Elections/Funding Request Instructions
 - b. Monday, April 6, 9:00 p.m. – Ending this Year/Planning for Next Year

ACTION STEPS

- Log in to www.gvsu.edu/studentlife/stuey -- is your group in good standing?
- Check the status of your current budget. Can you release some funds to co-sponsor events with organizations in need?
- Prepare a calendar for the next academic year – forecast events that will need funding. Prepare budgets for each event and determine how you will pay for activities.
- Check your STUEY messages and SOC mailbox at least weekly!
- Discuss this meeting with the other officers and advisor of your organization.