IA Meeting 9-9-18

Representatives present: Asturizaga, Blake-Hedges, Demirsoy, Lange, Reyna, Scriven, Stewart
Meeting time: **6:15-7:30pm**

Minutes:
- Newsletter
  - Once a month is too much work for one person
  - Every two months or once a semester
- Website Updates
  - Plan to add section on Committees page with current chairs and date/time of next meeting
- Code changes
  - C-SAC (Bill 16)
    - Matt wrote the changes to be more up to date with what actually happens as opposed to what the code currently says
    - Issue with number of representatives required to be on C-SAC
      - Ultimately decided to have a range of people from 3-6
    - Issue with who appoints the C-SAC members
      - May still need to keep apportionment voted on by Congress
    - Issue with statement that says committee will not meet if quorum is not met
      - Redundant, already implied – removed statement
    - Brought up idea to have exec committee act as CSAC or combine CSAC with budget committee
      - Exec already has a large load of work and would give them too much power without having other representatives from Congress present
      - Budget committee established only for a short period of time but CSAC is constantly present
    - Will send new changes to Matt for approval before proceeding to introduce it into Congress
  - Election code (Bill 17)
    - Wording in section 111.1 stating “if COGS chooses to participate in the SGA election process” is confusing
      - May be interpreted that COGS can choose to participate in SGA elections
        - Need to reword to make sense
      - SGA code merely states “Fall elections shall include elections for...Congress of Graduate Students”
      - Section 111.5 in COGS code states “Elections will be held in conjunction with the regular fall semester Student Government elections.” Therefore we must participate in
SGA elections according to OUR code not SGAs but this contradicts what is in section 111.1

- In section 111.1 cannot state “If all candidates run unopposed, elections will not take place and all candidates will be elected by acclamation” because elections must occur – changed elections to voting
- In section 111.2 need to define at large somewhere else before including it
  - In section 111.3 at large is the speaker’s position
    - Can clear this up, may change from at large to a different phrase
    - At large is not a seat that is voted on, once a speaker is selected they are no the at large position
  - Travel code (Bill 18)
    - MSC and LSC do not follow the travel rules written in our travel code section
      - However, MSC and LSC have their own rules for travel and other things following disbursement of funds written in their own codes
      - Not violating our code since they have their own code
    - No need for this bill
- RSO reimbursement
  - Need rules in the code for procedure on when an RSO asks for a reimbursement
    - Has been an issue only with MSC and LSC RSOs so far
    - Not sure if it would be an issue if the problem had not occurred within two separate budget years
  - Ideas for what to include
    - If from and LSC or MSC RSO than the respective funding board will provide the reimbursement money from their own budget
      - Not positive if we can include this or not
      - If not from their own board’s funds we do not want to allow any reimbursements
    - Reimbursement is not the technical term for what it is – need better wording
      - If an RSO does not fill out the proper forms for funding and does not receive the funds they requested, how they can go about re-requesting funds (or make it not possible to re-request funds)
    - If reimbursement would be allowed
      - Maybe limit the amount they can be reimbursed – only a proportion
      - The deciding vote on if they will be able to be reimbursed either majority or 2/3
        - 2/3 since more members would have to vote yes
If person who would be reimbursed is financially certified or not
  - If person who receive funds is financially certified, then they cannot be reimbursed because they are responsible for submitting the forms in a timely manner and know the proper time window
  - If person who receives funds is not financially certified, then it is not purely their fault since the financially certified member of the RSO is the one who submits forms
  - If person who receives funds is not financially certified and they did not submit their receipts or other materials in a timely manner, then they cannot receive funds since they are responsible for forms not being submitted on time and they knew the time window to submit their materials (unless the financially certified person did not let them know)
  - All of this is hard to determine and may not be entirely possible to prove – therefore this should not be included because it is too complicated

Reimbursements would first be requested from MSC and LSC – they can decide if they want to reimburse their own RSO or not
  - However, COGS must ultimately approve – If MSC or LSC says yes then the request must be approved by Congress by 2/3 vote

Repercussions/punishment if forms not turned in on time
  - Repercussions if reimbursed but also repercussions if don’t submit proper paperwork
  - RSO cannot get funding for a period of time (TBD)
    - 607.9 ““COGS may establish procedures in the COGS Code to freeze funds or otherwise sanction non-complaint student organizations within its jurisdiction, subject to appeal to any competent body or officer in accordance with Chapter 805 of these statutes.”
  - President/treasurer (or whoever is financially certified) will no longer be able to hold that position or any similar position in an RSO that requires them to be financially certified

Should also have code for RSOs not under MSC/LSC

Fund distribution
  - COGS gets their funds that they distributed that were unused by an RSO back at the very end of the fiscal year and typically ends up in sweepings
• Would prefer to get funds sooner so that they can be given to RSOs in need
  ▪ Create code that sets time limit on when an organization can use funds
    • RSOs keep money they don’t use for the purpose stated for other reasons and we cannot always keep track of that
    • Is illegal to use funds for something other than what was stated when request was made (to an extent)
    • Right now, there is no time limit on when unused funds come back to COGS
    • Suggest 45 days (not business days since that is over 2 months) after expected date of event
  ▪ Create code that does not allow RSOs to transfer money between food and general expenses
  ▪ Have to speak with accounting to make sure money would come back in a timely manner
  ▪ May have RSOs request extension to use funds after expiration date
    • Or could have them come back to Congress and ask for funds again through the normal process

Did not get to discuss due to time constraints:
• Code updates
  ▪ MSC – waiting for updates from Laksmy
  ▪ LSC – need to set up meeting with Jill
• Attendance records (need someone in charge)
  ▪ Excel sheet – need Whitney to keep us updated
• SGA relations
  ▪ Supposed to have a meeting every year (according to SGA code)
    • SGA code states: “COGS and SGA representatives shall meet a minimum of twice a year to share and discuss issues, problems, and items of mutual concern. Each group shall host one liaison meeting each year.”
• Other responsibilities
  ▪ Training new representatives (new judicial affairs will be in charge of)
  ▪ LSC/MSC oversight – meeting once a semester
  ▪ Recruitment – assign everyone a college again