Rackham Student Government
Board Meeting: February 16, 2012

Agenda

I. Call To Order

II. Approval of Agenda

III. Approval of Previous Minutes
   a. February 9, 2012*

IV. Officer Reports
   a. Graduate Student Body President, Michael
   b. Graduate Student Body Vice President, Kaitlin
   c. Graduate Student Body Treasurer, Alex

V. Funding Request: International Policy Students Association’s International
   Economic Development Program (IEDP)

VI. Next Steps: Dean Weiss & Provost Hanlon’s visit to the Board

VII. RSG Committee Updates & Meeting Schedule
   a. Academic Affairs**
   b. Budgetary
   c. Communications
   d. Elections
   e. Legislative Affairs
   f. Student Life
   g. Bylaw Review
   h. COSAC

VIII. 5 Year Plan
   a. Funding
   b. Representation
   c. Services

IX. Open Discussion

X. Adjournment

* - Item included in packet
** - Item will be provided on Day of Meeting or at Meeting
*** - Item was included in a previous packet
RACKHAM STUDENT GOVERNMENT
BOARD MEETING
February 9, 2012
RACKHAM GRADUATE BUILDING
2ND FLOOR WEST STUDY ALCOVE, NORTH STUDY HALL
6:30 P.M.

1. Call to Order: 6:33pm
   a. Attendance: Representatives Chris Tom, Eli Benchell Eisman, Marisol Ramos, Haven Allen, Pete McGrath, Laruen Knapp, Ben Curtiss-Lusher, Anna Wagner, Dan Truman, Andrew Crawford, Heidi Alvey, Pat Rooney, Alex Emly President Michael Benson, Vice President Kaitlin Flynn, and Treasurer Alex Toulouse
   b. Absent: Representatives Tien-Huei Hsu (excused), Nina White (excused)

2. Approval of Agenda: Motion to approve by Alex and seconded by Haven. It’s approved unanimously.

3. Approval of Previous Minutes: February 2, 2012. Motion to approve by Alex and seconded by Haven. Minutes are approved unanimously.

4. Officer Reports
   a. Graduate Student Body President Michael Benson. Michael has met with a member of the Ann Arbor City Council to discuss extending the lease requirements for landlords. As it stands, landlords can ask residents if they want to renew their lease up to 6 months before their lease is up. Michael also notes that this policy has increased property related crimes.
   b. Graduate Student Body Vice President Kaitlin Flynn. The bylaw review committee is meeting tonight after the board meeting. Additionally the first newsletter went out this week and we will have another next week, please submit your blurbs.
   c. Graduate Student Body Treasurer Alex Toulouse: $25,300 in the account. Need volunteers for ice-skating event, at least 6 board members as 500 people are registered.

5. Discussion with Phil Hanlon, Provost and Executive Vice President for Academic Affairs, Martha Pollack, Vice Provost for Academic and Budgetary Affairs
   a. Phil opens by mentioning that the concern about college affordability is a huge issue in our country right now. He says that as with any complex issue he hopes to explain some of the budget to us and allow students to make their own decisions. Martha will start by giving a presentation and then questions on the budget will be taken.
b. Martha begins her presentation on the budget. The goals of the presentation are to understand the priorities, components, budget decisions and insight into cost containment and tuition at the University. Budget priorities include ensuring student access as a public university, maintaining excellence and fostering innovation in research and scholarship, responsible stewardship. This includes providing for Michigan students financial aid and comprehensive packages to allow students to attend as undergraduates, recruitment of outstanding faculty, and having continued focus on increased efficiencies.

c. The General Fund at the university-- $1.6 billion dollars. Money comes from tuition and fees, state appropriation, indirect cost recovery on sponsored research activity, interest on general fund account balances. This fund is used for the operations of the university's academic enterprise. Other funds include the expendable restricted fund, designated fund, and auxiliary fund. Restricted funds are from alumni, gifts, grants and sponsored programs—these funds are restricted to the purpose they were donated for. Designated fund is for certain types of departmental activities. Auxiliary fund is largely self-funding, like the hospital and patient care, intercollegiate athletics, student housing, parking, etc. The auxiliary fund is the largest (about ½) and the general and designated funds cover about 25% each. About 2/3 of the budget goes to academic programs, with about 8.5% going to financial aid. About $1.6 billion dollars are spent each fiscal year.

d. The process: the board of Regents approves the budget, including tuition rates, at the ultimate level. But executive vice presidents, officers and deans jointly recommend the budgets to the board. The provost administers the general funds budget, and then allocates general funds, resources and money to academic units, research units, common goods, and administrative units. This money does not get allocated to Dearborn or Flint campuses. Schools and colleges are budgeted using an activity-based budget models, which aligns resources with cost and level of activity—ie: tuition will go to where the students are enrolled. Administrative units have an incremental budget model that provides annual inflationary increases.

e. Tuition, financial aid and cost containment. Over the past decade, tuition at UM-AA has grown at an annual rate of 5.56% per year. The entire increase is accounted for by 3 factors: cost increases due to inflation (2.35%), reductions in state appropriation, and investments in financial aid. Impact of reduction in state appropriation has been huge. If you inflate what our state appropriation was in 2002 and inflated it, we would have lost $166 million dollars this year if you compare what we would have had to what we are currently receiving. We are now receiving $269 million dollars of state appropriation instead of $435 million dollars—a loss of about 10% of our general fund budget. Now, tuition and fees comprise 69% of our budget whereas 17% of the budget comes from state appropriations. This is
completely flipped compared to how it was in 1980 (about 20% tuition vs 80% appropriations). Andrew asks about specifics on the graph. Pete asks if the University’s policy for acquiring more out of state students to cover the tuition gap is rising given the current pinch. Phil answers that as far back as the 1980’s we’ve had about 35% out of state students. Chris asks if there is a financial advantage to having in state students for the University. Martha answers that while there might not be a strong financial advantage, there is a higher moral and ethical standard because of state appropriations and being a public university for the state of Michigan. Martha also mentions that growth of undergraduate applications is primarily out of state students, and the population of the state of Michigan is graduating less high school students.

f. **Financial aid.** Student access remains a very high priority. Nearly $310 million dollars was paid to undergrad financial aid (including all types). UM provides $138M, about 8% of total budget. Over $500M aid went to graduate student aid, including GSI and GSRA. Alex asks what the sources are for financial aid, and Martha responds that tuition increases are the source. Kaitlin asks if admissions are need-blind and Martha says yes.

g. **Cost containment.** UM has been pursuing aggressive cost containment initiatives for nearly a decade. Instead of pursuing mass layoffs, the University has made a number of changes to shift costs, leverage size and scale to get better contracts from vendors, look at outsourcing and insourcing, making use of donors, etc. The University has spent far less than they used to, to the tune of $135M less PER YEAR each year from 2003-2009 by making these changes and other efficiency upgrades. Reallocations will continue over the next five years as well. This was done with minimal impact to the academic enterprise. For example, one way they have shifted costs is from switching from Blue Cross to self-insured. Also have reduced our building of new facilities and using space more efficiently. Martha brings up using our space efficiently by using classrooms more and scheduling more classes in the mornings and on Fridays. Heidi asks how this will affect the research community. Martha isn’t concerned about this and says that if there is an issue, they would be more than willing to create more space for the programs. Alex T asks how this would translate into more savings and Martha answers that it would be primarily in cost avoidance. Andrew asks how the NCRC would factor into this and Phil answers that because that is going to be a primarily hospital and medical space so there wouldn’t be as much direct benefit to this issue. Many activities also have generated money for the auxiliary fund but we won’t see it directly.

h. **Shared responsibility.** College affordability is a huge issue and we need to slow the growth of tuition in this country. As Obama spoke, there are three partners to this shared responsibility. The federal government needs to increase financial aid, the State government needs to reinvest in higher
education and the Universities need to focus on cost containment and efficient operation. All of these players will help the growth come in line with inflation. But we need all three to play their part.

i. Questions from the board. Ben: can you tell us how much the university’s endowment is? Phil: 7-8 billion dollars. The interest is spent by paying out to wherever the gift is designated. 4.5% of the endowment is paid out per year to the departments that hold the gift. Chris: is it part of the goal of financial growth to look at small businesses within Michigan and Ann Arbor and invest in those in a way to get return on the investment and spur economic growth within the state? Phil agrees ‘definitely with the latter reason’ and mentions that a fraction of the endowment will be invested in Michigan startups. Lauren: how much did the acquisition of the Pfizer campus cost? Phil: the cost was $108M for the facility and the land the building was on. UM had previously sold Pfizer the land for $36M. The estimates for constructing it new would be $900M, so it was a benefit to the university. Marisol asks Phil what his reaction was to Obama’s speech and the ‘race to the top’ for higher education for $1B. Phil responds by saying that the $1B wasn’t the point, but Obama was proposing to create a competition between states to increase their investment in higher education. Phil mentions that that was probably trying to enforce state investment in higher education. Chris asks if he means specifically undergraduate or graduate education. Phil answers that Obama proposed the expansion of the Perkin’s loan program and to challenge universities to limit costs and increase value and investment in financial aid. Alex T brings up the sharing of resources and that the older buildings have serious maintenance issues, especially in the Physics building. Alex T is asking if there are continuing changes in building and maintenance services. Phil mentions that he has passed along this comment in the past but unfortunately the operations have been cut in the $235M that has been cut from the budget. Martha mentions that there are new facility service initiatives, including one called OS-1. The goal is to have a high quality of service without sacrificing money. If things aren’t getting satisfied, they need to know and encourage the department chair. Michael asks what we as RSG can do to help them out and Martha answers that we can educate ourselves on how the budget works and engage in thoughtful dialogue and educate our peers. Lauren asks how they expect the upcoming joint venture with DTE to create a solar farm will impact the funds. Phil answers that he hasn’t seen the numbers on it but the driver is to have our faculty and students be able to do research on it, and it might not be driven primarily by economics. Lauren asks specifically about renewable energy credits and how that could contribute but Martha and Phil are unaware. Pete asks if there are projections for what tuition increases will be in the coming years, particularly for Master’s students and recruiting new students. Phil answers that they are always hesitant to project tuition but we have to look at financial aid and state cuts. If the state continues to do it’s part, the tuition will rise at about 3-3.5%, only slightly above inflation rates.
6. Funding Request: International Policy Students Association’s International Economic Development Program (IEDP)

   a. Funding request overview given by Alex T. The budgetary committee recommends not funding this proposal on the basis of not funding class projects based on our bylaws. IEDP students would be receiving credit and per the bylaws we don’t fund such requests. Ben brings up that in the bylaws we do not define class project in the bylaws. Kaitlin mentions that while that is true that the definition is not there, we directly asked the group if they considered it a class project and they indicated yes. Michael also mentions that this is a recommendation to the board and that there was an issue of sufficient advertising. Haven asks what constitutes appropriate advertising. Michael mentions that for instance not all graduate students were aware of being able to apply to this class. Ben mentions that after reading the minutes he feels that after the point was brought up of it being a class project the request was not considered in it’s entirety. Alex E brings up that for her, funding $1000 for a proposal for 25 students does not make sense considering our funding line. Kaitlin clarifies that there was significant discussion about the proposal but ultimately it comes down to a vote. Lauren mentions that we could look to an equation format to take into account the number of graduate students and the request. Michael mentions that due to a supreme court decision in 2005, we are not allowed to look at the budget and make decisions for student groups based on that, but should address each request ‘blind’—not looking at what remains in the budget beforehand. Ben brings up that he finds it frustrating that by labeling the recommendation as being due to funding as part of a class project the board can vote on it. The group however hasn’t contacted to board to come and petition. Alex has contacted the group but they haven’t responded to come. Michael suggests a motion to postpone to next week and direct Alex to contact the group. Moved by Ben and seconded by Haven. Moved 9-1-5.

7. RSG Committee Updates and Meeting Schedule: Motion to approve all minutes included in the packet moved by Kaitlin. Seconded by Alex E and approved unanimously.

   a. Academic Affairs

   b. Budgetary

   c. Communications

   d. Elections

   e. Legislative Affairs: Michael moves to accept Christine Andres as a vice-chair and Chris Tom and Alex T as advisors to Michael for Federal affairs. Moved by Alex E and seconded by Ben. Approved with two abstentions.
f. Student Life: Ice-skating 6-9pm on Saturday, Valentine’s day event on Monday from 8-11pm. Need volunteers for ice-skating.

g. Bylaw Review: meeting right now!

h. COSAC

8. Open Discussion: Eli asks if Michael could decrease the watermark in the online version.

9. Adjournment: 8:06pm, moved by Pete and seconded by Chris.
I. Roll Call of Members:
Present: Chris Tom, Eli Eisman, Michael Benson, Kaitlin Flynn, Tien-Huei Hsu
Absent (excused): Haven Allen
Absent (unexcused):
Call to order: 6:13

II. Specific Business
- Graduate Student Bill of Rights
  Update on conversation with Jackie Simpson (Spectrum Center). On Monday, Chris went to talk to Jackie about his proposed 'ethical non-monogamy' clause of the GSBOR. They talked about the issues surrounding sexual identity, sexual attraction, and sexual action. The last one is not protected. The phrase that came out of the meeting was 'sexual practice' in reference to the realization of that relationship. This was met with approval for the committee. Michael asked Chris to write a resolution to incorporate this into university policy. Eli had some additional editing he wanted to do. We will put it
- Progress on the Conflict Resolution Board - mission statement, flow chart, etc.
  Update on conversation with Darlene Ray-Johnson: Chris and Darlene talked for some time about CRB. This included three topics: proactive education, mediation, and arbitration. DRJ will send information regarding the flow chart to Chris, and we will collaborate on making those materials. Still, there seems to be a need for a binding Board. The CEDR board seems like it might be appropriate. Michael will email CEDRs founding documents to the committee.
- Student IP rights - Michael will set up meeting with OVPR and OTT, in order to make sure everyone is on the same page in regards to IP rights.
- Town Halls - format, speakers, topics, etc.
  Eli has been in touch with the deans, and they will go forward on April 3rd. He will contact Natalie about reserving rooms in the fourth floor of rackham. Kaitlin or Eli will look into food.
- GSRA public bipartisan information session
  Suggested that these be held two times: about two weeks after the town halls, and as soon as possible.
- MSU-GAC
  We are just waiting on MSU to get back to us. Some people have dropped out; about half have filled out the transportation survey. One bus will run approximately 1100 dollars.

III Open Discussion
Kaitlin mentions an idea to have mentoring evaluations be a part of professors' review feedback. This resulted in some discussion as to the desired outcome, with the idea that mentoring is a large part of a professors professional responsibility.

IV. Next Meeting: Wednesday, March 7th, 6 pm at Espresso Royale (State St)

V. Adjournment: 7:04pm
1. Call to Order 5:30pm by the chair

Members Present: Marisol Ramos, Patrick Rooney, Eli Eisman, Kaitlin Flynn, Michael Benson, Alex Toulouse
Group Members Present: Nate Smith, Dylan Presley

2. Funding Requests – Presentation and Discussion

International Policy Students Association Funding Request
Event name: International Economic Development Program (IEDP)
Event date(s): Feb 25th – March 3rd
Event location: Bogota and Cartagena, Colombia

I. Dylan and Nate give a brief overview of the program. They describe who will be involved, how it will impact the community of graduate students at Michigan, their current budget, and what they are asking for and why.

II. Open questions from the committee:
   a. There is a 7 week course associated with the program that all participants must take in preparation for the trip. They receive 1.5 credits from the actual course and a further 1.5 credits for the actual trip.
   b. They are estimating they will be approx. $3600 short at this point, and may consider asking participants to contribute from their own funds. This has not occurred before to the best of their knowledge.
   c. They will be staying in a hotel near the capitol in Bogota and the 2 person rooms run approx. $180/night.
   d. 20% of the spots are reserved for non-Ford School students e.g. Public Health, Education, SNRE and Urban Planning. Some of these students are dual degree.

III. Meeting is closed to committee.

IV. Discussion:
   a. Michael makes point that according to bylaws we cannot fund a request considered to be for a class project. Some debate, but because all participants receive credit for taking part in the program the general consensus appears to be that this must be considered a class project.

V. Motion by Michael to recommend not funding this request. Second by Patrick.
   a. In Favor: Michael, Patrick, Eli, Alex
   b. Opposed: Kaitlin
   c. Abstentions: Marisol

VI. Per bylaws, the committee will recommend not funding this request to the full board at 2/8/12 meeting.
3. Electronically Considered Requests: Michigan Energy Club (MEC) Funding Request
Event name: Expanding Horizons: The Future of Offshore Wind Deployment in the Great Lakes
Event date(s): Feb 7, 2012
Event location: Dana 1040

Discussions held electronically.
Members Present and voting: Marisol Ramos, Patrick Rooney, Daniel Trubman, Lauren Knapp, Eli Eisman, Kaitlin Flynn, Michael Benson, Alex Toulouse

I. Motion by Marisol to completely fund MEC’s request of $175 for food and $20 for posters/flyers for a total of $195. Second by Eli.
   a. In Favor: Marisol, Patrick, Eli, Kaitlin, Michael, Alex
   b. Opposed:
   c. Abstentions: Dan, Lauren

II. Discussion:
   a. Marisol: Below is my decision for the MEC funding request: $195. I think there request for food and advertising is reasonable given the number of students who they expect to show up.
   b. Eli: I will vote with Marisol for funding the full amount. Though again, I think we should come to a consensus on the food budget policy. This is an interesting example where there is no speaker cost and the requested funds are being dedicated almost exclusively on food. Is this really how RSG money should be spent? Also, the event is slated for the seventh, I'm just curious if they got their paperwork in on time.
   c. Lauren: What is RSG's policy on budget voting abstentions? I'm a chair in MEC, so I'm not sure if I should put forth my opinion on this request given my conflict of interest.
   d. Dan: I'm not sure how we're suppose to vote on a budget that's almost exclusively food without a food policy. Especially because this food is not integral to the event. If we full fund this event, we should just formally scrap any non-funding for food policy. It's not fair to tell groups to apply for food funding, if we're going to fund it anyway.
   e. Eli: The RSG policy is currently, that proposals requesting funds for food "may require additional information". I believe that the wording is too vague and in the absence of a cogent and consistent policy, it makes it difficult to cast a decision. However I believe that it is our responsibility to develop that policy in order to best represent the wants of your constituents. In my own academic experience, conferences or seminars sponsored by student groups that include guest speakers, are typically at least partially funded; hence my vote. I enjoy this discussion. Maybe we can talk about it more at this week's meeting.
   f. Patrick: My thoughts basically echo Eli. I would vote in favor because it isn't a large amount in absolute terms and reasonable per person, and because this is a good event. But that is only in the absence of a precise food policy. I think we should try to hammer that out sooner rather than later.
   g. Alex: Thanks to all those who have responded. Yes, Eli they did have their request in on time and thank you Lauren for abstaining. Thus far we have a
motion to fully fund this event with votes in agreement from: Marisol, Eli, Patrick and myself. We need a minimum of 5 votes total (either yes or no) to fund a request so please vote if you haven't done so.
I vote to fully fund this because it seems to be a young but active group. They are attracting a significant number of graduate students on a topic of both academic and social interest to the graduate community.

As far as food is concerned, it's my opinion that food is one method to foster participation of graduate students in events such as this one and it will hopefully add to the current and future success of this organization. As long as the request is financially reasonable as determined by the committee (I think $5/person is close to the upper limit), I am in support of funding food for events at this time, especially if we are not giving them any other financial assistance. We can discuss this further at the next meeting if you'd like.

h. Kaitlin: I haven't had time to very closely follow all of the correspondence but I looked over the proposal and am in agreement with the funding recommendation for the reasons stated by Eli et al. I also don't personally have any problems funding food for student groups.

i. Michael: For the new members on the committee, it's been my policy to allow the non-exec members of the committee to offer their opinions first before I chime in. I've done this in an effort to ensure that the execs don't dominate the discussion. At this point, with a number of members of the committee having voiced their opinions, I'd like to add my own two cents. Without going into too much detail, I agree with Patrick as well as Alex. Traditionally, as you know, food has been a touchy subject. However, as long as we are consistent this semester with how we allocate our funds (e.g. if we approve this, we need to approve similar requests along similar guidelines) I'm okay with it.
As such, I'll vote to fully fund the request.
opinion of the student body on a given issue, or binding such that the outcome of the vote will be binding on RSG policy decisions.

**ARTICLE III**

A. Committee Descriptions.

1. **Budgetary Committee (BC)**
   Composition: 6 - 8 members
   Required Members: Treasurer (Chair)
                    President
                    Vice President
                    4 current Board members (minimum)

   a. The BC shall be required to maintain five representatives for the purposes of divesting Student funds democratically. In the event the BC falls below the required five members, the BC duties and powers detailed in III.A.1.b. of these Bylaws are rescinded until membership requirement is met. Until met, all funding requests shall be presented directly to the Board.

   b. The BC is responsible for receiving, reviewing, and authorizing all funding requests from Student organizations by majority vote up to, but not in excess of, $700 dollars. Requests made for over $700 shall be presented to the Board during a RSG general meeting for approval, with recommendations by the BC.

   c. The BC, with the action power described in III.A.1.b of the Bylaws, is required to maintain informal minutes. These informal minutes shall include the individual voting records of all members for all funding requests. Informal minutes shall be taken by the treasurer. Informal minutes shall be kept for three years before disposal. Informal minutes shall be presented to the Board upon request from the President.

   d. The BC may hold its fiscal deliberations electronically. In such a case, all committee members will be required to participate in the discussion in a timely manner. Individuals that do not contribute to a discussion, without the approval of the Treasurer shall automatically relinquish their vote on the pending matter(s). Repeated lack of participation shall be cause for removal from the Committee by the Board. Unless otherwise specified by the Treasurer, a timely manner shall be considered to be 5 business days.

   e. The president, vice president, and treasurer shall have signing power over the RSG accounts.
f. Disbursement of all RSG funds shall necessitate a pledge procedure. Student organizations granted funding by the Board shall be required to produce itemized receipts to the BC prior to receiving funds.

g. All rules contained in these bylaws as well as in the allocation email from the RSG Treasurer must be adhered to in order to receive reimbursements. Article VIII specifically addresses organization funding requests.

h. Five percent (5%) of the estimated yearly budget shall at all times be kept in reserve for emergency costs. These funds shall not be considered available for funding Student organizations. Use of this reserve shall only be authorized by a majority vote of the Board and the concurrence of both the Treasurer and the President.

i. Disbursements of $700 or less shall require one authorized signature.

j. Disbursements of over $700 shall require the signature of the treasurer with the approval of at least one other authorized.

k. Final funding amounts for each accepted Student organization request of $700 or less shall be determined by a majority of the BC.

l. Final funding levels for each accepted student organization request for funding of over $700 shall be recommended by the BC and voted upon by the Board. The Board may hear from the organization requesting funding and may modify the BC’s recommendation. A simple majority vote shall be required to approve funding up to $1,500. Funding above this level shall require a super majority as well as the affirmative vote of at least one executive.

m. The treasurer is responsible for producing a detailed Budget for each fall, winter, and spring/summer term, presented to the Board no later than the 4th week of the academic term. Budgets shall be approved by a majority vote of the Board and shall be posted on the RSG website, and hardcopies shall be made available to any interested Student.

n. The treasurer will produce a detailed spending report at the conclusion of each academic term. This report will include all funds budgeted and expended as well as all submitted event evaluation forms. The Board will review the report and approve it if correct by the 3rd week of the following semester. Approved funding reports will be placed on the RSG website and made available to any interested Student.

2. **Student Life Committee (SLC)**

   Composition: Open Enrollment

   Required Members: 3 current Board members
ARTICLE VII

A. Recall. For conduct deemed inappropriate by members of the Board, a recall vote may be initiated against another representative and/or officer. A board member shall be considered recalled after a seconded motion and 3/4 majority vote of the Board.

B. Appointments to Vacated Seats.

1. Board members: In the event of a vacancy due to recall, election to an officer position, graduation, resignation, or any other reason, the Board may canvass the Student body via email to invite interested Students to serve as Representatives for the remainder of the term. Any Associate (non-voting, but regularly participating) Member in the same Division as the vacated seat shall be included in the Board’s consideration during the appointment process. Vacancy shall be filled by majority vote. The appointed representative shall only serve out the remainder of the previous representative’s term. This appointment power shall be voided within one month of a general election.

2. Executive Officers:
   a. President: If the president cannot fulfill his/her duties as described in these bylaws or is recalled, the vice president shall assume presidential duties.
   b. Vice President: If the vice president cannot fulfill his/her duties as described in these bylaws or is recalled, the president shall nominate a successor. The Board will either confirm or reject that nomination. If rejected, the nomination process recommences.
   c. Treasurer: If the treasurer cannot fulfill his/her duties as described in these bylaws or is recalled, the president and vice president shall nominate a successor. The Board will either confirm or reject that nomination. If rejected, the nomination process recommences.

ARTICLE VIII

A. Funding Guidelines.

1. The Board and its BC will consider funding requests from all MSA-registered student organizations. Requests for event funding will be reviewed on a first-come, first-served basis. Groups requesting greater than $700 in funding are required to make a presentation to the Board at a regularly scheduled Board meeting. Groups requesting less than $700 may be required to make a presentation, at the discretion of the treasurer.
2. A maximum of two requests per organization shall be funded in a given academic year.

3. The Board and its BC will not consider retroactive funding requests.

4. The Board and its BC will not consider funding requests submitted fewer than fifteen business days prior to an event. This restriction may be waived by the Treasurer on a case-by-case basis.

5. All monies appropriated for a funding request will be for *specific* items originally listed in a submitted budget. Where budget items are originally approved but have less or no expense actually incurred, excess appropriated funds will be forfeited. Funds cannot be reallocated to budget items not previously approved by the Board.

6. The guidelines contained in the following four clauses will be used by the RSG BC and the Board in making decisions about funding requests. Each request will ultimately be considered on its individual merits.

7. The following are likely to be funded:
   a. Academic events
   b. Cultural events
   c. Proposals that are well written with a detailed budget, including expenses and expected/secured income
   d. Events which are public and held on campus
   e. Community service events involving or benefiting graduate students
   f. Projects that may need start-up funds but which will become self-sustaining in a short period of time
   g. Events that involve more than 100 graduate students and/or have at least 25% graduate student participation
   h. Programs designed to enhance quality of life for the Student body.

8. The following are not likely to be funded:
   a. Parties
   b. Events not open or easily accessible to the entire UM community
   c. Publications which do not positively impact the UM community
   d. Events that, in our judgment, should be receiving funds from some other obvious, appropriate source
   e. Club sports
   f. Proposals from social fraternities or sororities
   g. Proposals from lobbyists
   h. Capital goods
   i. Activities exclusive to the membership of one organization
   j. Film and photo development/photographers/videographers
k. Loans
l. Political lobbying

9. The following may require additional information prior to consideration:
a. Food
b. Honoraria
c. Travel
d. Requests from the Central Student Government.
e. Guest Speakers (biographies, prior speaking engagements)

10. The following will not be funded:
a. Alcohol
b. Drugs
c. Medication
d. Charitable contributions
e. Class projects
f. Human resources (coaches, secretaries, employees)
g. Late fees/penalties of any type
h. Proposals with non-itemized budgets
i. Plaques/trophies/prizes
j. Scholarships/stipends/awards
k. Events intended for participation by the entire graduate student body if that event is scheduled for a day that is identified as a major holiday on the calendar of University sanctioned holidays.
l. Proposals from individual students (RSG will only accept funding requests from MSA-registered organizations)

B. Organization Funding Reports

1. Upon a Board or BC decision to fund a group, the treasurer will send an email to the group’s contact person that designates the date – 30 days after the event takes place – by which a report and receipts are due. A detailed event report, provided by the treasurer in that email, must include the number of students in attendance, the percentage of graduate students attending, a summary of how the event went, as well as a financial breakdown. Receipts for reimbursement must be attached to this report and mailed to the treasurer’s campus address given at request approval. Organizations failing to meet this deadline will forfeit any appropriated funds and will be excluded from requesting/receiving RSG funding until at least the end of the current semester pending any appeal to the Board. This exclusion may be extended by a majority vote of the BC. Under circumstances beyond an organization’s control, the treasurer may extend this deadline provided groups send timely and reasonable requests for such an extension.

2. Per Section A, Clause 3, items in funding reports not approved by the Board will not be reimbursed.
Rackham Student Government
2012 Graduate Student Bill of Rights
DRAFT

1 PREAMBLE

Upon enrollment, all Rackham graduate students shall be informed of the following rights and responsibilities. These rights and responsibilities are derived from Masters and PhD students roles as junior colleagues who contribute to the mission of the University of Michigan through their research, teaching and extracurricular involvement. All graduate students shall be free from reprisal for exercising the rights and responsibilities contained within this document.

2 DEFINITIONS

1. **University** Refers to the University of Michigan as an institute of higher learning that is authorized to grant academic degrees, and also to faculty, staff and administrators who are associated with this institute.

2. **Faculty/Advisor** An employee appointed by the University who serves in teaching, service and/or research functions.

3. **Program/Department** An academic unit as defined by the University.

4. **Graduate Student** An individual enrolled in an advanced degree program and for whom the University holds academic records for.

5. **Professional Development** Skills or knowledge acquired for career advancement.

3 RIGHTS

1. Graduate students have the right to fair and equal treatment from University administrators, departmental staff and faculty free of discrimination based on gender, race, age, family status, relationship multiplicity (chris will come up with a better phrase), sexual orientation, gender expression, disability, religious or political affiliations, country of origin, and citizenship.

2. Graduate students have the right to refuse to perform tasks unrelated to the requirements of their individual academic program(s) or professional development.

3. Graduate students have the right to specific and concrete requirements for achieving an advanced degree, which should be communicated clearly upon entrance to the program and accessible in written form thereafter. Modifications to those requirements must be conveyed to the students in a similar manner. No changes to degree requirements should affect students previously accepted into the graduate program or academic focus, except at the option of the student.

4. Graduate students have the right to change their faculty advisor(s) and the right to alternative supervision, external to the university if necessary, in cases where the student’s primary advisor departs from the university upon achieving candidacy. If a degree program is to be discontinued, provisions shall be made for students already in the program to complete their course of study.
5. Prospective and currently enrolled graduate students have a right to know the average times to degree within a specific graduate program. These students have a right to know a program’s attrition rate and the predominant reasons for failure of completion.

6. Graduate students that are required to teach by their program should be afforded a comprehensive training program for their teaching responsibilities.

7. Graduate students that are required to perform research by their program should be afforded a comprehensive training program for their researching responsibilities.

8. Graduate students have a right to adequate space and material resources for their work (e.g. printers, telephones, computers etc.)

9. Graduate students have the right to objective evaluation, regular feedback and guidance concerning their academic performance and progress towards an advanced degree. Evaluations should be factual, specific and should be shared with the student within a reasonable period of time. The following should be available to the student in writing upon request: annual progress reports, decisions on qualifying examinations, and unusual or additional program requirements.

10. Graduate students have the right to correct or remedy deficiencies in their academic and/or research performance prior to dismissal from a program. Any intent to dismiss a student from a graduate program or advising relationship must be preceded by specific, written performance information at least one semester prior to actual dismissal.

11. Graduate students have the right to access professional training courses and seminars. This includes but is not be limited to: information about professional and academic associations and conferences, mock interviews, job opportunities and publishing articles in journals.

12. Graduate students have the right to be informed of financial support for their studies prior to entering and during their programs. Should this support change at any time during the course of study, graduate students have a right to be informed in writing of such changes in a timely manner.

13. All departments and graduate programs will include graduate student representatives in committees that make decisions affecting graduate student policies and academic requirements. This does not include bodies that determine an individual student’s academic progress.

14. Graduate students have the right to representation on all campus-wide administrative committees that affect graduate student, with voting privileges where appropriate. In addition, all departments and graduate programs should include graduate student representatives in committees that make decisions affecting graduate student policies and academic requirements.

15. Graduate students have the right to participate in extra-curricular activities including but not limited to student organizations and political processes without the fear of retribution or academic consequence with the expectation that involvement not detract from progress toward degree completion.

16. Graduate students have the right to a non-biased arbitration process if seeing to resolve a violation of these rights. Official academic grievance procedures and informal complaint procedures sure be provided and clearly defined by Rackham and at the graduate departments and graduate program level. These procedures should be presented to graduate students at time of entry.
17. Graduate students have a right to be informed of these rights upon enrollment, and to be free of reprisals for exercising these rights.

18. IP Ownership
4 Responsibilities

1. Graduate students have a responsibility to conduct themselves, in all educational activities, in a manner befitting a junior colleague. Graduate students’ behavior should be a credit to themselves, the higher academic unit, and the University. They have the responsibility to respect and uphold all relevant university policies regarding professional conduct, including but not limited to the Code of Academic Conduct and the University Policy on Nondiscrimination, Sexual Harassment and Student Records and Privacy. Graduate students have the responsibility to uphold and respect all of the aforementioned rights for fellow graduate students.

2. Graduate students have a responsibility to devote an appropriate amount of time and energy toward the advanced degree within normative time, unless special circumstances apply.

3. Graduate students have a responsibility to uphold ethical norms in research and higher academic pursuits and provide accurate and honest reporting of research results, methodology, and scholarship.

4. Graduate students have the responsibility to take the initiative in asking questions that promote their understanding of the academic requirements and the financial particulars of their specific graduate program.

5. Graduate students have a responsibility to understand their role in the development of the relationship between faculty mentor and graduate student.
   (a) To have an awareness of time constraints and other demands imposed on faculty members and program staff.
   (b) To communicate regularly with faculty mentors and advisors, especially in matters related to research and progress within the graduate program.

5 Enforcement

Individual sections of this document will be enforced via various university policies and offices. They are listed here for reference.

6 It would be nice to have section

1. Discussion of students among faculty, staff or other students should be of a professional nature and limited to academic performance.
A bill to amend 1947 PA 336, entitled
"An act to prohibit strikes by certain public employees; to provide review from disciplinary action with respect thereto; to provide for the mediation of grievances and the holding of elections; to declare and protect the rights and privileges of public employees; to require certain provisions in collective bargaining agreements; and to prescribe means of enforcement and penalties for the violation of the provisions of this act," by amending section 1 (MCL 423.201), as amended by 1999 PA 204.

THE PEOPLE OF THE STATE OF MICHIGAN ENACT:

1 Sec. 1. (1) As used in this act:
2
3 (a) "Bargaining representative" means a labor organization recognized by an employer or certified by the commission as the sole and exclusive bargaining representative of certain employees of the employer.
4
5 (b) "Commission" means the employment relations commission created in section 3 of 1939 PA 176, MCL 423.3.
6
7 (c) "Intermediate school district" means that term as defined in section 4 of the revised school code, 1976 PA 451, MCL 380.4.
(d) "Lockout" means the temporary withholding of work from a group of employees by means of shutting down the operation of the employer in order to bring pressure upon the affected employees or the bargaining representative, or both, to accept the employer's terms of settlement of a labor dispute.

(e) "Public employee" means a person holding a position by appointment or employment in the government of this state, in the government of 1 or more of the political subdivisions of this state, in the public school service, in a public or special district, in the service of an authority, commission, or board, or in any other branch of the public service, subject to the following exceptions:

(i) Beginning March 31, 1997, a person employed by a private organization or entity that provides services under a time-limited contract with the state or a political subdivision of the state is not an employee of the state or that political subdivision, and is not a public employee.

(ii) If, within 30 days after the effective date of the amendatory act that added this subparagraph, BY APRIL 9, 2000, a public school employer that is the chief executive officer serving in a school district of the first class under part 5A of the revised school code, 1976 PA 451, MCL 380.371 to 380.376, issues an order determining that it is in the best interests of the school district, then a public school administrator employed by a school district that is a school district of the first class under the revised school code, 1976 PA 451, MCL 380.1 to 380.1852, is not a public employee for purposes of this act. The exception under
this subparagraph applies to public school administrators employed
by that school district after the date of the order described in
this subparagraph whether or not the chief executive officer
remains in place in the school district. This exception does not
prohibit the chief executive officer or board of a school district
of the first class or its designee from having informal meetings
with public school administrators to discuss wages and working
conditions.

(iii) AN INDIVIDUAL SERVING AS A GRADUATE STUDENT RESEARCH
ASSISTANT OR IN AN EQUIVALENT POSITION AND ANY INDIVIDUAL WHOSE
POSITION DOES NOT HAVE SUFFICIENT INDICIA OF AN EMPLOYMENT
RELATIONSHIP IS NOT A PUBLIC EMPLOYEE ENTITLED TO REPRESENTATION OR
COLLECTIVE BARGAINING RIGHTS UNDER THIS ACT.

(f) "Public school academy" means a public school academy or
strict discipline academy organized under the revised school code,
1976 PA 451, MCL 380.1 to 380.1852.

(g) "Public school administrator" means a superintendent,
assistant superintendent, chief business official, principal, or
assistant principal employed by a school district, intermediate
school district, or public school academy.

(h) "Public school employer" means a public employer that is
the board of a school district, intermediate school district, or
public school academy; is the chief executive officer of a school
district in which a school reform board is in place under part 5A
of the revised school code, 1976 PA 451, MCL 380.371 to 380.376; or
is the governing board of a joint endeavor or consortium consisting
of any combination of school districts, intermediate school
districts, or public school academies.

(i) "School district" means that term as defined in section 6 of the revised school code, 1976 PA 451, MCL 380.6, or a local act school district as defined in section 5 of the revised school code, 1976 PA 451, MCL 380.5.

(j) "Strike" means the concerted failure to report for duty, the willful absence from one's position, the stoppage of work, or the abstinence in whole or in part from the full, faithful, and proper performance of the duties of employment for the purpose of inducing, influencing, or coercing a change in employment conditions, compensation, or the rights, privileges, or obligations of employment. For employees of a public school employer, strike also includes an action described in this subdivision that is taken for the purpose of protesting or responding to an act alleged or determined to be an unfair labor practice committed by the public school employer.

(2) This act does not limit, impair, or affect the right of a public employee to the expression or communication of a view, grievance, complaint, or opinion on any matter related to the conditions or compensation of public employment or their betterment as long as the expression or communication does not interfere with the full, faithful, and proper performance of the duties of employment.
Rackham Student Government Funding Application

Organization Name: International Policy Students Association
SOAS Account #: U000531
Registered with MSA? Yes

Primary Contact Name: Stephanie Swierczek
Title: IEDP Finance Committee Chair
Email: stephanie.swierczek@gmail.com
Phone: 630-632-5240

Secondary Contact Name: Nate Smith
Title: Finance Committee member
Email: ntami@umich.edu
Phone: 978-793-0592

Please check any of the following that describe your organization:

<table>
<thead>
<tr>
<th>Category</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic/Professional</td>
<td></td>
</tr>
<tr>
<td>Creative Arts/Expression (Visual, Performance, and/or Exhibition)</td>
<td></td>
</tr>
<tr>
<td>Community Service</td>
<td></td>
</tr>
<tr>
<td>Cultural/Ethnic</td>
<td></td>
</tr>
<tr>
<td>Environmental</td>
<td></td>
</tr>
<tr>
<td>Graduate</td>
<td>X</td>
</tr>
<tr>
<td>Honorary</td>
<td></td>
</tr>
<tr>
<td>International</td>
<td>X</td>
</tr>
<tr>
<td>Political</td>
<td></td>
</tr>
<tr>
<td>Publications/Journalism</td>
<td></td>
</tr>
<tr>
<td>Religious</td>
<td></td>
</tr>
<tr>
<td>Science/Technical</td>
<td></td>
</tr>
<tr>
<td>Social Justice</td>
<td></td>
</tr>
</tbody>
</table>

Describe the overall purpose/mission of your organization and the planned initiatives and activities intended to uphold said objective(s).

The International Policy Student Association (IPSA) was founded by students to strengthen the International Policy concentration at the Ford School as well as the community of students who are interested in the international public policy arena.

IPSA hosts events to stimulate dialogue among students, renowned professors and experts. IPSA organizes brown bag lunches and panel discussions as well as social activities for students to further develop a like-minded community. Additionally, it hosts or travels to the annual US-Canada Relations Conference (held alternately at the University of Michigan and the University of Toronto), and puts on the annual International Economic Development Program (IEDP).

Email application to the RSG Treasurer, at RSG-treasurer@umich.edu with subject “RSG Funding Request”.
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We support a culturally sensitive, global perspective on policy issues.

# of active student members:  30  
# of graduate student members:  30

Average attendance at group meetings (Board, committee, event planning, etc.):  12  
Average attendance at similar events:  50  
Average graduate student attendance at similar events:  40

How often does your group meet?  
The group meets intermittently throughout the year, but on average once a month.

Does your group charge dues to members?  No

Do all of your activities/events take place on campus?  Yes.

If yes, where do you prefer to hold your programs?  Weill Hall  
If not, where else do they take place?

Does your group engage in political activity, i.e., electoral, partisan, etc.?  If so, describe this activity.  
IPSA studies policy and international affairs, but is not political or partisan.

Does your group engage in lobbying efforts?  If so, describe these efforts.  
No

Does your group work with any University department or other student organizations in any capacity?  If so, please describe this collaboration.

IPSA works routinely with the International Policy Center as a collaborative partner in organizing events throughout the year.  It will also partner with other relevant groups on a case by case basis to put on events, for example the International Institute.

Is your group affiliated with a national, parent, and/or umbrella organization?  If so, please describe this relationship and how it plays a role in your organization's functioning.  
No

What is your yearly budget?  What % of your budget have you set aside for this event?

IPSA's annual budget is approximately $60,000, although that figure varies considerably year to year.  Approximately $10,000 funds an annual US-Canada Relations conference, as well as several public lectures and panel discussions throughout the year.

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Approximately $50,000 is raised and spent exclusively by IEDP; IPSA is the parent organization but does not have access to these funds. IEDP is responsible for raising all funds necessary for its trip each year, and those expenses vary depending on the country.
Event Description

Event name: International Economic Development Program (IEDP)
Event date(s): Feb 25th – March 3rd
Event location: Bogota and Cartagena, Colombia

1. Briefly describe this event. What is its overall purpose?

Established in 1999, the IEDP is a unique opportunity for firsthand research of the policy priorities of a developing country. This year, more than 70 graduate students from six schools across campus applied for 25 spots in this seven-week course and spring break trip to Colombia. During the trip, IEDP students will make site visits and conduct extensive interviews with policymakers, thought leaders, industry experts, and members of civil society on five research areas: human rights, education and health policy, security, trade and economy, and the environment.

Students will not only gain first-hand policy knowledge of Colombia, but will develop their professional skills through the program’s strong experiential learning component. IEDP members research and develop the course syllabus, teach classes, fundraise, make travel arrangements, and organize meetings in Colombia - often while speaking Spanish.

2. Describe how this event will affect our campus and the graduate student body.

Upon returning to campus, the students assemble a final policy paper summarizing their findings and making policy recommendations for relevant actors in Colombia. These findings will be presented at a public event in late March/early April, which is widely advertised across campus. The group will also participate in the annual Gramlich Showcase at Weill Hall on March 14 to present their studies.

Additionally, the trip helps forge ongoing relationships between graduate students from different programs, who each bring their own unique points of view and backgrounds to bear on issues that are of critical importance to a developing country. The trip itself is a profound bonding experience among the participants, who go on to maintain academic and social relationships and connections among the different graduate programs at the University of Michigan.

3. Describe how this event will include other groups or departments.

Participants for the 2012 IEDP are drawn from six different graduate programs at University of Michigan: the Ford School, School of Natural Resources, Ross School of Business, School of Architecture and Urban Planning, School of Public Health, and the School of Education.

4. With which other groups or departments are you sponsoring this event, if any?
Financial support each year comes from a dozen or more programs around campus. To date, financial support for IEDP 2012 has been secured from the Ford School, the International Institute, and the Office of the Dean of the Rackham Graduate School.

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5. If your organization is traveling, explain why this is integral to your event and how it will impact the graduate student community.

The sole purpose of IEDP is to engage in the kind of in-depth study of a developing country that can only be achieved by firsthand research. The types of meetings the students arrange in country with government officials, topical experts, researchers, and civil society leaders, provide insights that could not be found in a textbook or traditional classroom setting. In addition, the experiential learning gained by the planning and execution of the trip is invaluable to the participant’s professional development.

This program is entirely student directed, which creates an environment of close collaboration among students from diverse backgrounds and graduate programs. Each brings their own expertise to the table, creating a holistic and nuanced view of the research objectives and policy questions that will be addressed. This level of research and collaboration is simply not possible without the travel component of the program.

6. If your organization is purchasing food, explain why this is integral to your event and how it will impact the graduate student community. Also, where are you ordering from and what is the approximate food cost/attendee?
N/A

7. If your organization is bringing a speaker, performer, DJ, photographer (or any other paid individual for services rendered), explain why this is integral to your event and how it will impact the graduate student community. Please explain how the amount he or she will be paid was determined based on similar services. Additionally, attach a short biography to the end of this application.
No paid speakers or performers

8. If your organization is applying for capital goods (anything that can be reused after the event has taken place), explain why such goods are integral to the event.
No capital goods planned.

9. Who is eligible to participate? (Keep in mind the more diverse the graduate student participation, the more likely RSG will fund) All graduate students are eligible, and the program intentionally draws from wide variety of schools and programs. The application process is widely advertised to graduate programs across campus.

10. How many participants do you expect? What % of those participants do you expect to be graduate students? 25 students are participating, and all are graduate students.

11. Are your date and location confirmed? Yes

12. Will you charge admission? No
   If so, how much per person?

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13. Will this be donated to charity? No, all funds are used to pay for expenses related to traveling to and lodging in Colombia. If yes, what percentage will be donated?

14. How do you intend to advertise, in particular to graduate students? N/A

15. To what other funding bodies have you applied and/or have received funds from? Please note each funding body here, the amount for which you applied, the amount that was granted, and to what purpose you intend to put those allocated funds. Requests of funding for the majority of events cost solely to RSG will rarely be fully funded, please seek out additional funding sources as well.

<table>
<thead>
<tr>
<th>Funding Body</th>
<th>Amount Requested</th>
<th>Amount Granted</th>
<th>Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ford School</td>
<td>$12,500</td>
<td>$12,500</td>
<td>Airfare</td>
</tr>
<tr>
<td>International Institute</td>
<td>$10,000</td>
<td>$10,000</td>
<td>Airfare + taxes</td>
</tr>
<tr>
<td>Dean of Rackham</td>
<td>$10,000</td>
<td>$4,000</td>
<td>In-country transportation</td>
</tr>
</tbody>
</table>

16. If RSG does not fully fund your event in the amount requested, how do you intend to cover those costs? Will the event still be held?

IEDP is applying to all graduate schools represented by participants on the trip; schools’ support varies from $300 - $3,000. Funds are also being sought from the Graham Institute, the Center for Latin American and Caribbean Studies, and the Office of the President. We are hosting a series of small fundraisers with donated space and supplies to cover the remaining amount, however any deficit will likely have to be borne by the participants.

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Event Budget

List all expenses. Please use the notes section below each category to explain costs in greater detail. Be sure to cover ALL costs, not just those you are asking RSG for funding for.

<table>
<thead>
<tr>
<th>Category</th>
<th>Total Cost</th>
<th>Amount Requested from RSG</th>
<th>Rank</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Advertising &amp; Publicity</strong> (Please attach a copy of emails/fliers to the end of this application.)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Posters/fliers</td>
<td>$</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>• Other:</td>
<td>$</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td><strong>Notes:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Operations</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Office supplies (please specify):</td>
<td>$</td>
<td>$</td>
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<td>•</td>
<td>$</td>
<td>$</td>
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<tr>
<td><strong>Notes:</strong></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td><strong>Printing &amp; Publications</strong></td>
<td>$</td>
<td>$</td>
<td></td>
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<tr>
<td><strong>Facilities &amp; Equipment Rental</strong></td>
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<tr>
<td>• Equipment (please specify):</td>
<td>$</td>
<td>$</td>
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<td>•</td>
<td>$</td>
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<td></td>
</tr>
<tr>
<td>• Room rental</td>
<td>$500</td>
<td>$</td>
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<tr>
<td><strong>Notes:</strong></td>
<td></td>
<td></td>
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<tr>
<td><strong>Services</strong></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>• Speaker honorarium</td>
<td>$</td>
<td>$</td>
<td></td>
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<tr>
<td>• Speaker travel</td>
<td>$</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>• Speaker lodging</td>
<td>$</td>
<td>$</td>
<td></td>
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<tr>
<td>• Other:</td>
<td>$</td>
<td>$</td>
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<tr>
<td><strong>Student Travel</strong></td>
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<td></td>
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<tr>
<td>• Lodging</td>
<td>$20,436</td>
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</tr>
<tr>
<td>• Transportation</td>
<td>$26,262.75</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>• Vehicle Rental</td>
<td>$</td>
<td>$</td>
<td></td>
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<tr>
<td>• Gas</td>
<td>$</td>
<td>$</td>
<td></td>
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<tr>
<td><strong>Capital Goods</strong></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>• T-shirts</td>
<td>$</td>
<td>$</td>
<td></td>
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<tr>
<td>• Other:</td>
<td>$</td>
<td>$</td>
<td></td>
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<tr>
<td><strong>Food:</strong></td>
<td></td>
<td></td>
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<tr>
<td><strong>Other: Travel insurance + 1visa</strong></td>
<td>$600</td>
<td>$</td>
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<tr>
<td><strong>TOTAL EXPENSES</strong></td>
<td>$47,798.75</td>
<td>$1,000</td>
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</tbody>
</table>

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Please remember to attach a mock-up version of the flier, publication, or t-shirt design with the RSG logo or “Sponsored by the Rackham Student Government” statement to your application.

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