



Request for Appropriation of Funding Non-Board of Trustee Item Request

Note: All request must be submitted 6 weeks prior to event date

Submit to Student Life Office and email to lhennings@mtsac.edu. Upon receipt, confirmation of item and agenda date will follow.

For Office Use Only	
Request #:	13
Date Received:	11/17
Agenda Date:	11/29

Amount Requested per item

2/21
23

I. Type of Appropriation Requested (Select all that apply):

- Catering: (ex. Sodexo, off-campus restaurants and caterers) \$ _____
- Conference & Travel: (ex. Registration, transportation, lodging, meal allowance) \$ 18,750
NOTE: detailed cost breakdown addendum to be distributed at AS meeting
- Food Supplies: (ex. Pre-packaged food items like chips and candy, etc.) \$ _____
- Supplies: (ex. Streamers, paper cups, plastic utensils, decorations, etc.) ~~\$ 18,750~~

If you are requesting funding for an Independent Contractor or Contract, you will require the Board of Trustees approval. You must complete a separate "Request for Appropriation of Funding Board of Trustee Item Request."

TOTAL AMOUNT REQUESTED: \$ 18,750

18,600?

II. Additional Sources of Funding

Are you considering other sources of funding? (Circle one) Yes / No

If so, please indicate the Source: _____ Amount: \$ _____

III. Event Information

Recognized Student Club/ Organization (RSCO) or Department: Society of Women in Space Exploration
Until March 2023; provisional SWISE charter

Name of Event: SPACE SYMPOSIUM, spacesymposium.org

25 Live Reservation Reference Code: _____

Event Location: Colorado Springs, CO

Event Date: 17-20 APRIL, 2023

Event Start to End Time: 0700 - 2200 DAILY

NOTE: Associated Students has the purview of requiring certain events to prove all participants to have paid their current Student Activities Fee. Fees are subject to electronic verification, via the Associated Students website.

IV. Additional Information Required

Purpose of Event: A.S. seeks to enhance the student experience through activities fulfilling one of the following five priorities, please select one priority area(s) your event fulfills.

- Co-curricular engagement
- Leadership development
- Retention & transfer
- Recognition of service
- Civic engagement and advocacy

Please describe how your event fulfills the selected A.S. Priority area and provide a detailed Budget breakdown for the amount requested by including quotes, conference webpages, etc.

V. Funding Conditions

All groups requesting Associated Students funding are hereby notified that the event advisor (or designee) is responsible for processing all banner requisitions with approved vendors. **NOTE: Additional Fiscal Services forms, guidelines, and procedures may be required.** All event marketing, written and oral, must acknowledge Associated Students as a sponsor and include the Associated Students logo on all materials.

This form must be completely filled out, with signatures below, and submitted to the A.S. Administrative Specialist III at least 6 weeks prior to the event date to be considered for funding. For specific questions, please contact the Student Life Office at x4525 or email lhennings@mtsac.edu.

A. Club Advisor / Employee Submitting Request Form

Print: Steve Shackelford
 Sign: [Signature]
 Date: 11-16-22 Ext/Phone: (909) 274-5008
 Email: sshackelford@mtsac.edu

B. Designee Processing Banner Requisition(s)
If different from person A.

Print: Steve Shackelford
 Sign: [Signature]
 Date: 11-16-22 Ext/Phone: (909) 274-5008
 Email: sshackelford@mtsac.edu

For Office Use Only

Co-Sponsor (Motion):	Jasmine Nguyen		Date:	11/29/22
Co-Sponsor (Second):	Becky Zhu		Date:	11/29/22
A.S. Senate				
For:	12	Against:	0	Abstain: 2 Julia Vincent
Date:	11/29/22			
A.S. Executive Board				
For:	4	Against:	0	Abstain: 1
Date:	11/29/22			
A.S. President				
<input type="radio"/> Approve	<input checked="" type="radio"/> Veto	Signature: <u>[Signature]</u>		Date: 2/15/23
Notification of Appropriation	Date:	Requisition #:	PO #:	
C & T Form:	Date:	T#:		
Check Requests:	\$	Purpose:	\$	Purpose:
	\$	Purpose:	\$	Purpose:

Appropriation #13: SWISE

An Ha <aha21@student.mtsac.edu>

Fri 12/2/2022 10:55 AM

To: Sims, Andrea <asims16@mtsac.edu>

Cc: Hennings, Leslie <lhennings@mtsac.edu>

Hello Andi and Leslie:

I want to inform you both about my decision on appropriation #13, I would like to fully veto the bill for the following reasons:

1. The Senators were unable to decide on a vote because of many questions targeting the purpose of the unrecognized student club, the conference, and the budget. The presenter did not provide enough information which led to hesitation and interrogation from the Board.
2. Even after I suggested the Senators to vote on how many students they would agree to sponsor, they were unable to decide on that factor and approved an arbitrary amount of money.
3. Although the appropriation is submitted six months in advance, the presenter was unable to inform the Senate how many students will be interested and what the application process would entail. Preparation is important in this matter because it was causing the Board to sidetrack on other options when the request was made to sponsor students with the in-person experience. I think the appropriation should have provided AS with several budget breakdowns.

Please forward my decision to Senate for a re-consideration in the Spring 2023 semester.

Thank you!

From,

An Gia Ha (she/her)

President | [Associated Students 2022-2023](#)

Peer Navigator II | [EOPS/CARE Program](#)

Student Rep. | [Student Preparation, Equity & Achievement Council](#) & [President's Advisory Council](#)

Follow on Instagram @mtsac_eops_care @mtsacas

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Text: (909) 683-1114

