

By-Law Code and Name

Code: 2017.2018.003.ARC

Name: Establishment of the Appropriations and Revenue Committee

Reason for By-Law

This By-Law creates the Appropriations and Revenue Committee. The purpose of this committee is to draft and manage the budget of GSC and regularly inform the GSC body of any necessary changes to that budget. This committee is also tasked with pursuing and creating methods to increase revenue to the GSC as well as aid in the development of novel methods to utilize GSC funding to meet GSC's goals.

By-Law Language

Section I: Appropriations and Revenue Committee

- 1: This By-Law creates a committee known as the "Appropriations and Revenue Committee".
- 2: By-laws submitted by this committee shall be marked with the code "ARC"
- 3: This committee shall be chaired by the Treasurer.
- 4: This committee shall be responsible for creating a budget for the following year. This budget shall be submitted for approval to the GSC by the April meeting as a regular By-Law. Following GSC approval, this budget shall be submitted to appropriate financial governing bodies by their respective deadlines.
- 5: As needed, budgetary changes and revisions should be drafted by the Appropriations and Revenues committee. These changes shall then be to the GSC for approval as regular By-Laws.
- 6: This committee shall work with and create programs and initiatives that will incur an expense or increase revenue. Approval of these programs rests solely on the Treasurer.
- 7: This committee shall manage contracts, credit relationships, and accounts.
- 8: Approval from this committee shall be required for funds to be allocated throughout the year.
- 9: The Director of Finance will assist the Treasurer with expense and accounts management. They will coordinate the budget proposal process by collecting budget requests and hosting an open

budget conference each spring, wherein any graduate/professional student or postdoctoral scholar can propose programs and make budget suggestions. They will coauthor the budget conference report for full congressional approval which will guide fiscal operations for the year it is in effect for.

- 10: The Director of Philanthropy will coordinate all philanthropic efforts by the GSC. They will work directly with the Office of Philanthropy to raise funds for the Graduate Student Success Fund.

Section II: Duration of this By-Law

- 1: This By-Law shall remain in effect indefinitely or until a future By-Law explicitly replaces this By-Law.