University of Illinois at Chicago
Undergraduate Student Government
Spring 2020 – February 10th – Meeting III
Voting Members: 10
Quorum: 5

Advisor(s): Dean Annette Wright

Executive:
Student Trustee: Susan E. Panek
President: Taylor Holmes
Vice-President: Jocelyn Bravo
Treasurer: Steve Choi
Chief of Staff: Dahly El-Adawe
Chairs:
  Ariej Mohamed
  Jocelyn Aranda-Ortiz
  Marian Udoetuk
  Nada Marei

Legislative:
Speaker: Daisy Stancheva
Secretary: Daniela Guerrero
House: Aitanna Nadala
House: Bayan Hammad
House: Misty Villagomez
House: Deepa Dhillon
House: Nifemi Akande
House: Michelle Zhou
House: Sarika de Bruyn

I. Call to Order
II. Roll Call
III. Reading and Approval of the Minutes
IV. Reading and Approval of the Agenda
V. Public Comment
VI. Ex Officio Reports
   a. Report of the Advisor
   b. Report of the Student Trustee
VII. Officer Reports
   a. Report of the President
   b. Report of the Vice-President
   c. Report of the Treasurer
   d. Report of the Speaker
   e. Report of the Chief of Staff
f. Report of the Diversity and Inclusion Committee Chair
g. Report of the Legislative Affairs Committee Chair
h. Report of the Public Relations Committee Chair
i. Report of the Student Life Committee Chair
VIII. Nomination(s)
   a. Interim Speaker Nomination
IX. Election
   a. Interim Speaker Election
X. Old Business
XI. New Business
   a. Resolution 2020-S3-900
   b. Resolution 2020-S3-200
   c. Resolution 2020-S2-100
XII. Items for Discussion
   a. USG External Funding
XIII. Announcements
XIV. Adjournment
I. Call to Order 6:05pm

II. Roll Call
Absent Representatives

Representative Bansal
Representative Dhillon
Representative Akande
Representative De Bryun
Representative Marei
Representative Aranda-Ortiz
Representative Mohamed

III. Reading and Approval of the Minutes
Approved

IV. Reading and Approval of the Agenda
Motion to remove Evelyn Vanegas Cuzco as guest speaker
Approved

V. Public Comment
Mechiya Jamison
Heritage Garden
Requests partial funding from the Undergraduate Student Government

VI. Guest Speaker(s)
No Guest Speakers

VII. Ex Officio Reports
a. Report of the Advisor
Applications are open for the student government and will be open for two weeks
Stipends should be allocated in bank accounts next week
Trustee will be reaching out to International students and those with balance due

b. Report of the Student Trustee

VIII. Officer Reports
a. Report of the President
Heritage Garden funding resolution will be presented soon
State of the Student will be Wednesday and all the body is expected
Black History Month has started, review the upcoming events

b. Report of the Vice-President
No Vice-President assigned

c. Report of the Treasurer
Funding Guidelines will be presented today
American marketing association funding resolution will be presented today
Wednesday 12-1pm in the office

d. Report of the Speaker
Met with the commuter center to discuss how USG can support the commuters
Commuter ambassadors working on an app to find resources and once it is ready USG will work on creating a townhall to promote it
Speaker will be stepping up as Vice President

e. Report of the Chief of Staff
No Chief of Staff assigned

f. Report of the Diversity and Inclusion Committee Chair
Almost 10 events planned for the semester
Events explained by the members
More information provided in weekly email

g. Report of the Legislative Affairs Committee Chair
Meeting attended practice lobby day last week in Springfield

h. Report of the Public Relations Committee Chair
Members consider removing the graphic designer position
Will be working in the march and social media

i. Report of the Student Life Committee Chair
Committee members will be staying after the meeting to decide times
Committee chair expects all members to be present at the State of Students

IX. New Business
a. Resolution 2020-S1-600
The body agrees to expand the requirements to all organizations and groups of students
Body discusses about the maximum value as it might be challenging to fund various organizations
Body agrees there has to be more details on the guidelines overall
Time frame must be explicit
Amendments will be sent by email
Tabled for next week

b. Resolution 2020-S1-601
Tabled for next week

X. Items for Discussion
a. Transition Process
The position of the speaker is open
Chief of staff is nominated by president
Speaker is nomination by the body

b. Nominations
Representative El-Adawde is nominated for the position of chief of staff
Representative Nadala is nominated for the position of speaker
Representative Stancheva is nominated for the position of speaker

c. Elections
Representative El-Adawde is elected for the position of chief of staff
Representative Stancheva is elected for the position of speaker

XI. Announcements
State of Students is this Wednesday
Leader shape Application is open
Submit for women-more information will be send
Funding guidelines will be sent by email
Public Relations Committee 5-6PM meetings
Best Dance Crew-cultural Showcase forms are open
Undergraduate Student Government application is in the webpage
Gala extra committee led by Vice-president

XII. Adjournment 7:31
<table>
<thead>
<tr>
<th>Action Items</th>
<th>Project Leader [If applicable]</th>
<th>Action(s) Taken</th>
<th>Status [In Progress/Pending/Complete]</th>
</tr>
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</table>
| Met with Kristina (CSRC Assistant Director)                                  |                                 | • Met to discuss current commuter issues and programs  
• Planning another meeting to discuss collaborating on an afternoon self-defense class                                                                                                                      | In Progress                          |
| Talked to Alpha Kappa Psi about a possible collaboration                      |                                 | • They’re planning a professional event on 2/29  
• Reached out for funding – it’d be easier to collaborate  
• Waiting for their expense report                                                                                                                                               |                                      |
| Met with Franny (Office of Capital Planning and Project Management)           |                                 | • Met to discuss current commuter issues and programs  
• Working on expanding UPass to part-time students                                                                                                                                  | Completed                            |
| Met with Dahlya                                                              |                                 | • No notes to add                                                                                                                                                                                                  |                                      |
| Updated the USG External Funding Process                                     |                                 | • Will be discussed further in Items for Discussion                                                                                                                                                    |                                      |
02/10/2020 Office Report-Treasurer:

Office Hour on Wed 1-2pm

AMA funding proposal

Funding guideline Resolution
**Speaker Report Meeting 3**

**Last meeting:** Tuesday, January 28, 2020 from 8:00-9:00 pm  
**Next meeting:** TBD

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<th>Notes</th>
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| Thank you!                    | Daisy Stancheva| • Thank you for voting to elect me as Speaker!  
• As serving Speaker, my role is to support you and help you grow as Representatives. If you need any help with USG-related business, please let me know! | Complete |
| Transition                    | Daisy Stancheva| • Over the last week, I have been transitioning into the role of Speaker  
• Got in touch with the USG E-board to get my questions answered  
• Attempts to get office keys | In progress |
| Meeting with Jocelyn          | Daisy Stancheva| • Met with Jocelyn on Tuesday, January 28, 8-9 pm  
• We discussed the transition process | Complete |
| Speaker Email                 | Daisy Stancheva| • Emailed ACCC  
• Successfully gained access to the Speaker email from my laptop  
• Moving forward, please send any USG business to the Speaker email and CC my personal email | In process |
| Tardiness and Absences        | Daisy Stancheva| • If tardy/absent, please email me and make sure to CC the Secretary’s email | Complete |
| USG Meeting Documents Deadline| Daisy Stancheva| • Received many reports, resolutions, and other documents after the deadline  
• Please make sure to send all Meeting-related documents to the Speaker email by 11:59 pm on Fridays | Complete |
| Interim Speaker Nomination    | Daisy Stancheva| • Sent an email to Representatives encouraging them to apply for the Interim Speaker position  
• Received application  
• Will nominate an Interim Speaker during Nominations | In Process |
Comments for the Cabinet/Advisors/Representatives:

- Office Hours: Tuesdays, 11:30 am – 1:30 pm; If that time does not work, please email me to schedule an appointment
- Email: usgspeaker@uic.edu
  - Please use the Speaker email and CC my personal email (dstanc2@uic.edu) when emailing USG-related information
- Deadlines:
  - Fridays by 11:59pm: Cabinet members should have their reports, resolutions and any other relevant information uploaded to Box under USG Offices.
  - Saturdays by 11:59pm: Meeting packets will be uploaded to Box. Members are expected to have read them before our Monday meetings.

Questions for the Cabinet/Advisors/Representatives:

- N/A
**Monday Report**

Good evening everyone! I hope everyone has had a good, productive beginning to their week! I unfortunately am not able to be at the meeting because I am currently in an Orgo 2 exam, but I would just like to thank everyone for voting me into the Chief of Staff position. As per my position, I have scheduled some meetings with E-board members, and hope to have the rest settled by the end of this week. As for right now, my office hours will be from 4-6 on Monday, and if these coincide with someone else’s hours/meetings, they will change to 4-6 on Wednesdays. If anyone needs to meet with me outside of these times feel free to email me so we can schedule something. On the Diversity and Inclusion side of things, I am still working on my women’s health workshop. The people I have met with so far have been very on board with things, and I hope to have all details finalized soon. Thank you to all members that have scheduled meetings with me thus far, and thank you to my committee head for being so accommodating, I am very grateful to her. I hope we all have a productive semester together!

Dahlya E.
Hello Everyone!

I hope you are all doing well and taking care of yourself. The Diversity and Inclusion Committee, as well as the rest of the body, has been working extremely hard to be proactive this semester. I want to give a huge shout out to our President Taylor and the rest of you all for making State of the Students successful. There are 2 resolutions being presented today: pronouns and a unity dinner- created by my amazing committee member- Bayan.

As most of all know, the Diversity and Inclusion Committee has an event coming up:

WLRC/our Committee: MALE ALLIES IN THE ERA OF #METOO
Wednesday, Feb. 12, 2020 from 3PM - 4:30 PM @ the WLRC
Please put the flyer in your stories as this is our first event this semester!(:

Workshop III (with GSC)
Title: Gender-Based Violence in the LGBTQIA Community: Storytelling and Critical Reflections
Date/Time: Wednesday Feb. 26 from 3-4:30pm Location: WLRC programming room

In addition to these events and a few other ones coming up later this semester, USG, myself, Isabella and Aaliyah will be creating an event- Black Womxn Summit 2020- which focuses on black women empowerment in every aspect of life. This event is going to be great, big, and inspiring- everything we want it to be.

The committee meeting times are:
Monday 4:30PM - 5:30PM
Thursday 5PM - 6PM

Best,

Jocelyn Aranda-Ortiz
Good evening everyone,

I hope you all had a good weekend. Taylor sent out an email about our lobby day on February 26th. I think it would be a great opportunity for you guys. My office hours are Wednesdays and Fridays from 2 PM-3 PM.
Good evening everyone,

I hope you all had a great weekend and a great Monday. I also want to say congratulations to all the general body members that are now part of our E-board! Congrats on all of your new positions :)

**Updates from the last couple of weeks:**

- My Committee and I could not meet last week on Thursday due to issues with schedules of PRC members so we decided to cancel it and we’ll be meeting this week, just to make sure that we are all on the same page and that none of us falls behind.
- Last week I reached out to Darren, the person we work with from the Athletic dep. at UIC, for our Adidas Merch items, and I asked him about the new catalog for this year so we choose the promotional items we want to order for us and to hand out in events. I am still waiting for his reply.
- Also working on finding prices for bags that Chair of Diversity and Inclusion Committee (Jocelyn A-O) wants to order for her committee event. Reached out to Darren for that as well.
- As of right now, we will be working on updating our social media pages, continuing the USG board initiative, and planning for possible events that we will be doing during the semester.

Reminder: Our PRC Meeting will be this week will be on Thursday 5-6 PM at the USG office. Feel free to join us if you would like!

Thank you and I yield for questions.

Nada Marei
PRC Chairwoman
Resolution 2020-S3-900

USG Funding Guidelines

The Undergraduate Student Government
Legislative Body
First Reading: February 10, 2020
Second Reading/Voting: February 17, 2020

Chief Sponsor(s): Taylor Holmes, President

Co-Sponsor(s): Dahlya El-adawe, Chief of Staff

WHEREAS, The Undergraduate Student Government is obligated to provide funding of some kind to student organizations, per our constitution, and

WHEREAS, there have been no funding guidelines successfully passed in the 2019-2020 academic year

LET IT BE RESOLVED, that the attached USG Funding Guidelines, serve as guidance for applicants, and

LET IT BE RESOLVED, that this document will be uploaded to the USG website and advertised as soon as possible, and

LET IT FURTHER BE RESOLVED, that these Funding Guidelines complete the requirements of Resolution 2019-F1-900, the New Student Government Funding Allocation Model.

________________________________________________________
President, Speaker of the House,
Taylor Holmes Daisy Stancheva

Phone (312) 996-2663 • https://usg.uic.edu
Undergraduate Student Government at
The University of Illinois at Chicago
Funding Guidelines
Funding Notes

The Purpose of the Undergraduate Student Government, as expressed in the constitution, is to provide:
1. Governance; by participating in tasks directed by the administration, recommend and appoint students to university boards and committees and perform all delegated duties honorably.
2. Advocacy; by representing the undergraduate body of UIC, promote positive multicultural and social growth on campus, and address, support and resolve issues that may adversely affect students by enhancing policies and procedures.
3. Service; by fortifying relationships with all organizations and assist in their goals, assist in the organization and coordination of the efforts of students, by providing assistance and support and serving as a liaison between student and administration.

Eligibility

Registered Student Organizations and students affiliated with a university department are eligible for Undergraduate Student Government grants.

Application Timeline:

- Preliminary meeting with member of the Treasurer’s committee.
- Complete the application. Applications for grants must be submitted at least 15 business days (3 weeks) prior to when funding is needed.
  - The application requires an itemized budget, official quotes/unsigned contracts from vendors, purpose of the program and one contact person.
- After submission, the treasurer’s committee will review and present formal recommendations to the body; along with resolution if the recommendation is to fund.
- Applicants are updated weekly on the status of their application (being received, approved for house discussion, notification of grant being placed on agenda and voting decisions).
- If funding is approved, the contact person and the treasurer must set up a meeting with the business manager within 48 hours, at their earliest convenience.

General Guidelines:

- Applications for funding must be submitted 15 business days prior to the event. This allows time for the legislative body and the treasurer’s committee to ask questions concerning the allocation and for voting to occur.
- Each application should elaborate on the purpose of the programming/travel and how it will either progress the mission of the Undergraduate Student Government or allow for professional development of the student.
- Funding is allocated on the first come, first served basis. We encourage you to apply as early as possible.
- Funding decisions are not guaranteed.
• The treasurer and the contact person for the grant are required to set up a meeting with the business manager to ensure the proper and most efficient allocation of the funds.
• Funding can only be used for Undergraduate Students of the University of Illinois at Chicago.
• Registered Student Organizations must apply for funding from the Student Activities Funding Committee prior to applying for funding from the Undergraduate Student Government.
• The Undergraduate Student Government holds the right to withdraw funding at any time.
• By funding your event, Undergraduate Student Government will be considered a co-sponsor.
• It is encouraged have a written proposal of your initial meeting with the Treasurer, prior to filling out the application.
• The Undergraduate Student Government is a student-run organization. We are all students first. We request your patience in scheduling. Please consider attending our office hours for in person meetings.
• Multiple student organizations/affiliated student groups cannot apply for funding for the same event. One applicant per event/travel expense.
• The Undergraduate Student Government does not and shall not discriminate on the basis of race, color, religion, creed, gender, gender expression, sexual orientation, age, national origin, ancestry, disability, marital status, or military status.

Funding Appeals Process

To appeal the decision of the Treasurer, Treasurer’s Committee or Legislative Body, the applicant must email the Speaker of the House and be scheduled as a speaker at the following general meeting.
Service Grant

*Funding decisions, as voted upon by the legislative branch, are not guaranteed- pending post approval meeting with business manager. Failure to do so will jeopardize the ability of the Undergraduate Student Government to provide funding.*

**Purpose**

The Service Grant provides funding for community service, engagement and impact projects, and initiatives. Projects must directly involve or impact the University of Illinois at Chicago Undergraduate Students. The Service Grant is reserved for programming that is aligned with the goals of the Undergraduate Student Government. To obtain this funding the applicant must be able to identify what members of the greater UIC community will be affected and how you will measure the success of this event.

Maximum amount that can be requested per applicant is $1,500.

**Application Timeline:**

- Present proposal for event to the treasurer in a preliminary meeting. (Proposal should include the purpose of the event, value brought to the campus, where the event will be held, an itemized budget, and blank contracts/quotes.
- Submit application. Applications must be submitted 15 business days prior to the event.
- The Treasurer and their committee members will review the application and present recommendations to the legislative body at the next general meeting.
- The applicant will be updated weekly on the status of their application being received, approved for discussion, being added as a voting item and any voting decisions. Applicants are welcome to attend legislative meetings to answer any questions posed by representatives.
- Pending a majority vote by the representative body; the treasurer and the applicant contact person must schedule a meeting with the business manager within 48 hours.
- USG reserves the right to withdraw funding at any time.

**What can be funded?**

- Programs that engage the UIC, or surrounding community:
  - Speakers and educational events
  - Promotional materials necessary for events
  - Food at the discretion of the voting body
What cannot be funded?

- Donations or Charity
- Reimbursements
- Alcohol
- Outside Food in UIC Facilities
Travel and Professional Development Grant

Funding decisions, as voted upon by the legislative branch, are not guaranteed pending post approval meeting with business manager. Failure to do so will jeopardize the ability of the Undergraduate Student Government to provide funding.

Purpose

The Travel and Professional Development Grant will allocate money for travel to conferences and competitions. This travel must be aligned with the mission of USG and follow all university policies.

Maximum amount that can be requested per a student organization is $2,000.

Application Timeline:

- Present proposal for event to the treasurer in a preliminary meeting. (Proposal should include the purpose of the event, value brought to the campus, where the event will be held, an itemized budget, and blank contracts/quotes.
- Submit application. Applications must be submitted 15 business days prior to the event.
- The Treasurer and their committee members will review the application and present recommendations to the legislative body at the next general meeting.
- The applicant will be updated weekly on the status of their application being received, approved for discussion, being added as a voting item and any voting decisions. Applicants are welcome to attend legislative meetings to answer any questions posed by representatives.
- Pending a majority vote by the representative body; the treasurer and the applicant contact person must schedule a meeting with the business manager within 48 hours.
- USG reserves the right to withdraw funding at any time.

What can be funded?
In regard to this particular grant, promptness is mandatory to avoid late surcharges.

- Travel expenses
- Lodging expenses
- Registration fees

What cannot be funded?

Reimbursements
PROCESS FOR APPLYING FOR FUNDING

Apply for SAFC Funding
6 WEEKS PRIOR
Due to our relationship with CSI and our limited funds, we require that all Registered Student Organizations apply for funding with SAFC prior to consideration.

Develop a Proposal
4 WEEKS PRIOR
Present a proposal to the Treasurer in a preliminary meeting. The Treasurer is best reached during his office hours, listed outside the office. At this meeting, the Treasurer will inform you if you are able to fill out an application.

Fill out an Application
3 WEEKS PRIOR
Complete the online application, providing all necessary documentation as listed in the funding guidelines. Contact the Treasurer with any questions.

Attend USG Meeting
2-3 WEEKS PRIOR
After completion of the application, the Treasurer will present recommendations and a resolution at the following meeting. You are encouraged to attend, to answer questions by representatives.

Meet with Business Manager
48 HOURS AFTER
If the legislative body approves your funding proposal, you are required to schedule a meeting with the Business Manager 48 after to purchase items. USG reserves the right to withdraw funding at any time.
Resolution 2020-S3-200

Pronouns

The Undergraduate Student Government
Legislative Body
First Reading: February 10, 2020
Second Reading/Voting: February 17, 2020

Chief Sponsor(s): Chairwoman of the Diversity and Inclusion Committee, Jocelyn Aranda-Ortiz

Co-Sponsor(s): Chairwoman of the Legislative Affairs Committee, Ariej Mohamed

WHEREAS, the Undergraduate Student Government is the official representative body for the undergraduate students at the University of Illinois at Chicago. It is pivotal for the Undergraduate Student Government to emphasize diversity and inclusion in every way possible.

LET IT BE RESOLVED, that the Undergraduate Student Government will include the pronoun option in all forms asking for a gender (applications/forms), social media and nametags.

LET IT BE FURTHER RESOLVED, that the Undergraduate Student Government not only represents the student body, but support their identities creating an inclusive environment.

__________________________________  __________________________________
President,                         Speaker of the House,
Taylor Holmes                     Daisy Stancheva
Resolution 2020-S3-100

Unity Dinner Funding

The Undergraduate Student Government
Legislative Body
First Reading: February 10, 2020
Second Reading/Voting: February 17, 2020

Chief Sponsor(s): Bayan Hammad, Representative

Co-Sponsor(s): Jocelyn Aranda-Ortiz, Chairwoman of Diversity & Inclusion Committee

WHEREAS, the Diversity and Inclusion Committee members are planning a unity dinner for selected student organizations in which we will invite at least 300 students on campus

WHEREAS, organizations such as SJP, PCRF, Relief For Yemen, and SOS along with Arab American Cultural Center have not been connected with each other neither with USG in the past

WHEREAS, it is significant for USG to take initiative to connect with student organizations and cultural centers on campus and build an effective network with them

WHEREAS, this event will open doors for student organizations to be connected with each other and USG as well

WHEREAS, USG will be making history by hosting this event as it is something that USG has never done before.

LET IT BE RESOLVED, that the Undergraduate Student Government will provide $7,000 in funding for the Diversity and Inclusion Committee to be used for the unity dinner

LET IT BE FURTHER RESOLVED, that the Diversity and Inclusion Committee will use the funds to order food, rent space, and purchase gifts for organization executive board members at the unity dinner on UIC campus in which USG will be co-sponsor of the event.

__________________________________________
President, Speaker of the House,
Taylor Holmes Daisy Stancheva

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