

UNIVERSITY OF KANSAS  
STUDENT SENATE  
Rules and Regulations  
Revised

**APPENDIX N**

**N.1 MULTICULTURAL EDUCATION FUND BOARD**

N.2 Purpose: To hear requests and determine allocations from the Multicultural Education Fund.

Section 1. STRUCTURE

- 1.1 The Multicultural Education Fund Board shall be chaired by the Vice-Chair of the Multicultural Affairs Committee.
- 1.2 The Multicultural Education Fund Board shall be Vice-Chaired by any appointed or elected member of the board, as determined by popular vote within the board.
- 1.3 The Board shall be comprised of eight voting members. Four members appointed by the director of the Office of Multicultural Affairs, and four members appointed by the Multicultural Affairs Committee, Finance Committee, Student Rights Committee, and University Affairs Committee. The director of the Multicultural Resource Center shall serve as an Ex-Officio member on the board.
- 1.4 Frequency. The Multicultural Education Board shall meet to hear financial requests with each senate cycle. Requests shall be due by the same legislative deadline as Senate legislation and the MEF Board shall meet before the Student Senate Standing Committee meetings.
- 1.5 The combined allocations of the Multicultural Education Fund and the Student Senate Unallocated Account may fund a special event up to one thousand dollars (\$1,000.00), beyond this level a group may receive up to seventy-five percent (75%) of the remaining expenditures for the event from the two accounts combined.
- 1.6 Groups may seek funding from the Multicultural Education Fund, the Student Senate Unallocated Account or from both. Groups requesting funding from both accounts for an event must do so within the same Senate cycle.
  - 1.6.1 Groups requesting funding only from the Multicultural Education Fund for an event that could be funded by the Student Senate Unallocated Account shall not be allocated more than what the Multicultural Education Fund allocation would

have been if the group had also applied for funding from the Student Senate Unallocated Account.

- 1.6.2 Groups requesting funding from both the Multicultural Education Fund and the Student Senate Unallocated Account who are denied funding by the Multicultural Education Fund Board shall be funded by Student Senate as if they had only requested funding from the Student Senate Unallocated Account.
  - 1.6.3 Multicultural groups requesting funding for an event only from the Student Senate Unallocated Account should be treated the same as requests from non-multicultural groups, regardless of any Multicultural Education Fund funding history.
- 1.7 The Multicultural Education Fund shall operate as the primary funding source for groups seeking funding from both **the** Student Senate Unallocated **account** and the Multicultural Education Fund until the Multicultural Education Fund is reduced to less than thirty percent (30%) of its yearly allocated total, at which time the Student Senate Unallocated account will become the primary funding source.
- 1.7.1 ~~Should the Multicultural Education Fund fund seventy five percent (75%) of the total allocation the Student Senate Unallocated Account can fund the remaining twenty five percent (25%) of the total allocation.~~ **The first one thousand dollars of the event budget may be funded by the primary funding source.**
  - 1.7.2 ~~While the Student Senate Unallocated Account is the primary funding source the Student Senate Unallocated Account can fund up to seventy five percent (75%) of the total allocation while the Multicultural Education Fund can fund the remaining twenty five percent (25%) of the total allocation.~~ **Up to fifty percent (50%) of the amount of the event budget exceeding one thousand dollars may also be funded by the primary funding source.**
  - 1.7.3 **Up to twenty five percent (25%) of the amount of the event budget exceeding one thousand dollars may be funded by the secondary funding source.**
- 1.8 No more than sixty percent (60%) of the Multicultural Education Fund can be used to pay for travel expenses as defined under ~~7.1.8.46~~. **8.1.8.6.**
- 1.8.1 The following guidelines shall apply to the special circumstances of travel:
    - A. Each group's travel request will be considered up to the most restrictive of these two maximums:
      1. Maximum of two-hundred seventy-five dollars (\$275.00) travel per person for domestic events, four-hundred twenty-five dollars (\$425.00) travel per person for international events.
      2. Maximum of five-thousand (\$5,000.00) for travel per domestic event, ten thousand (\$10,000.00) for travel per international event.
- 1.9 If Funds allocated are not spent by ten (10) days after the event's ending date, the Funds will revert to the Multicultural Education Fund.

## Section 2. FUNDING GUIDELINES

Membership.

2.1.1 Required To Be Open To All University of Kansas Students. No funds from student fees shall be allocated or apportioned to any corporation, organization, or group that is not open de facto to all University of Kansas students.

2.1.2 Required Student Membership on Financially Governing Bodies. No funds from student fees shall be allocated or apportioned to any corporation, organization, or group in which students do not constitute an equal or greater percentage of the seats on the financially governing body of that corporation, organization or group than the percentage of the allocation and/or apportioned amount by Multicultural Education Fund to the corporation's, organization's, or group's total budget.

~~2.1.3 Academic Standards Cannot Be Required. No funds from student fees shall be allocated or apportioned to any corporation, organization, or group which requires individuals to meet academic standards [Student Senate Rules and Regulations 8.1.8.2] as a prerequisite for participation.~~

2.2 Purpose.

~~2.2.2 No Academic Credit for Participation. No funds from student fees shall be allocated or apportioned to any corporation, organization, or group whose members receive or give academic credit [Student Senate Rules and Regulations 8.1.8.1] for participation in said corporation, organization, or group.~~

**2.2.2 No Academic Credit for Participation. No funds shall be allocated or apportioned to any corporation, organization, group or activity whose primary purpose is for members to give or receive academic credit.**

~~2.2.3 Any corporation, organization, or group whose primary focus is academic and who has a clear connection with an academic department must show documentation that they have sought funding from that program. Examples of documentation shall include, but not be limited to, minutes of department meetings or a letter from the head of the department.~~

2.2.4 Funds cannot be used for specific religious activities or materials. This includes, but is not limited to, religious texts, worship or devotional services, and salaries for religious officials. Funds can be allocated to organizations whose primary function is religious for traditionally secular activities that may have a religious perspective. ~~This includes, but is not limited to, office supplies, advertising, printing, photocopying, postage, and talent fees for academic lectures that do not constitute a religious service.~~

2.2.5 Any corporations, organization, or group seeking ~~an allocation from student fees~~ **funding** must provide documentation of other fundraising efforts. Fundraising

efforts shall include, but not be limited to, collection of dues, collection of donations, and/or participation in activities to raise money for the group.

2.3 Use of Funds.

~~2.3.1 Funds cannot be used to promote or oppose candidacy for Student Senate elections or to promote or oppose a referendum for the student body.~~

**2.3.1 Funds shall not be used for partisan activities. Funds shall not be used for any activities that:**

**2.3.1.1 Directly affect the electoral goals of a particular person or group relative to another; or**

**2.3.1.2 are in any way related to Student Senate Elections; or**

**2.3.1.3 are in any way related to any Student Senate Referendum or Student Initiative**

~~2.3.2 Funds Cannot Be Used for Social Functions. No funds from student fees shall be allocated or apportioned to any corporation, organization, or group for any purpose that is social as defined by Student Senate Rules and Regulations [8.1.8.39].~~

**2.3.2 Funds Cannot Be Used for Social Functions. No funds from student fees shall be allocated or apportioned to any corporation, organization, or group for any activity that does not have a primarily educational or multicultural purpose [8.1.8.2].**

~~2.3.3 Funds Cannot Be Used for Commercial Promotions. No funds from student fees shall be allocated or apportioned to any corporation, organization, or group for the purpose of advertising or promoting any of the following:~~

- ~~\_\_\_\_\_ A. a brand name; or~~
- ~~\_\_\_\_\_ B. a brand name product; or~~
- ~~\_\_\_\_\_ C. a commercial company; or~~
- ~~\_\_\_\_\_ D. any profit-seeking group.~~

**2.3.3 Funds Cannot Be Used for Commercial Promotions. No funds from student fees shall be allocated or apportioned to any corporation, organization, or group for the purpose of advertising or promoting any brand name product or any profit-seeking group.**

2.3.4 Funds Cannot Be Used for Donation to a Third Party. No funds from student fees shall be allocated or apportioned to any corporation, organization, or group to directly or indirectly raise funds for another corporation, organization, or group.

~~2.3.5 Funds Cannot Be Used to Maintain Affiliations. No funds from student fees shall be allocated or apportioned to any corporation, organization, or group to maintain an affiliation [Student Senate Rules and Regulations 8.1.8.3] with any of the following:~~

- ~~A. any national corporation, organization, or group; or~~
- ~~B. any state corporation, organization, or group; or~~
- ~~C. any university corporation, organization or group; or~~
- ~~D. any honorary organization.~~

**2.3.5 Funds Cannot Be Used to Maintain Affiliations. No funds from student fees shall be allocated or apportioned to any student group to maintain an affiliation with any corporation, organization, or group**

2.3.6 This shall not restrict Multicultural Education Fund Board from allocating funds toward affiliation dues if deemed vital to the existenee **primary purpose** of that corporation, organization, or group.

~~2.3.7 Funds Cannot Be Used for Recruiting Individuals to the University. No funds from student fees shall be allocated or apportioned to any corporation, organization, or group for the purpose of recruiting [Student Senate Rules and Regulations 8.1.8.33] individuals to the University. No funds from student fees shall be allocated or apportioned to any corporation, organization, or group that has the primary purpose of recruiting individuals to the University.~~

**2.3.7 Funds Cannot Be Used for Recruiting Individuals to the University.**

**2.3.7.1 No funds from student fees shall be allocated or apportioned for the purpose of recruiting individuals to the University.**

**2.3.7.2 No funds from student fees shall be allocated or apportioned to any corporation, organization, or group that has the primary purpose of recruiting individuals to the University.**

2.3.8 Funds Cannot Be Used to Grant Scholarships. No funds from student fees shall be allocated or apportioned to any corporation, organization, or group for the purpose of granting scholarships [Student Senate Rules and Regulations 8.1.8.38]. No funds from student fees shall be allocated or apportioned to any corporation, organization or group that has the primary purpose of granting scholarships.

2.3.9 Funds will not be allocated to corporations, organizations, or groups that violate the university's non-discrimination policies.

~~2.3.10 Funds Cannot Be Used for Academic Projects/Functions. No funds from student fees shall be allocated or apportioned to any corporation, organization, or group for academic projects, academic research projects, academic journals, or any function that is primarily academic.~~

**2.3.10 Funds Cannot Be Used for Academic Projects. No funds from student fees shall be allocated or apportioned to any corporation, organization, or group for academic projects with the intent to publish in an academic journal or present at an academic conference.**

~~2.3.11 English Translation Required. No funds from student fees shall be allocated or apportioned to any corporation, organization, or group for any non-English publication, advertisement, poster, flyer, promotion, etc., unless an English translation of the text is provided in said publication, advertisement, poster, flyer, promotion, etc.~~

~~2.3.12 No Funding of Publications. No funds from student fees shall be allocated to any corporation, organization, or group for any publication, advertisement, poster, flyer, promotion, etc., unless a copy of such a publication, advertisement, poster, flyer, promotion, etc. is made available to the Multicultural Education Fund Board prior to disbursement of funds for publication or broadcast.~~

**2.3.11 Notice of All Publicity Required. No funds shall be allocated to any corporation, organization, or group for any publication, advertisement, poster, flyer, promotion, etc. unless, upon request, a copy is made available to the Student Senate Treasurer prior to disbursement of funds for publication or broadcast. For non-English publications an English translation may also be requested.**

~~2.3.13~~ **12** Verification of Compliance. No funds from student fees shall be allocated to any corporation, organization, or group which charges admission to any event said corporation, organization, or group is sponsoring.

~~2.3.14~~ **13** Disbursement of Funds for Special Events. ~~A—Each request for special event funding must be accompanied by the event’s starting and ending dates. Events may not be longer than one (1) month.~~

~~B.—If funds allocated for a special event are not spent by ten (10) days after the event’s ending date, the funds will revert to the Student Senate Unallocated Account.~~

~~2.3.15 Officers of Organizations Must Be Students. No funds from student fees shall be allocated or apportioned to any corporation, organization, or group in which KU~~

~~students do not constitute an equal or greater percentage of officer's seats than the percentage of the allocation and/or apportioned amount from Student Senate to the corporation, organization or group's total budget.~~

**2.3.14 Officers of Organizations Must Be Students. Funds shall only be allocated or apportioned to corporation, organization, or groups in which all officers are KU students.**

**2.3.16 15** Special Events, **Talent Service Fee** [~~Student Senate Rules and Regulations 8.1.8.46~~] **[8.1.8.4]**, and Conference Registration.

~~2.3.16.1~~ **2.3.15.1** Event Budget Statement Required. No funds from student fees shall be allocated or apportioned to any corporation, organization, or group unless prior to consideration of **Talent Service Fee** legislation by the **Talent Service Fee** Subcommittee, a Student Senate Standard Event Budget Statement is submitted on or before the Meeting at which the Talent Fee is being considered.

~~2.3.16.2~~ **2.3.15.2** Required Information. For any allocation of registration fees, talent fees, and special events, the group, organization, or corporation must provide a total budget for the event that includes all anticipated expenses and income. The Multicultural Education Fund Board Chair shall be responsible for contacting the legislation's sponsor via email prior to the Multicultural Education Fund Board meeting to notify them of this requirement.

- A. **Talent Service Fees** [~~Student Senate Rules and Regulations 8.1.8.44~~]. Any group, corporation, or organization that requests funding for a talent fee must provide a contractual services form with the name and signature of the person who will provide the service. This contractual services form must also include the dollar amount and date that service will be provided. This form must be turned in to the Multicultural Education Fund Board Chair before the bill is presented to the Committee. The Multicultural Education Fund Board Chair shall be responsible for contacting the legislative sponsor prior to the Multicultural Education Fund Board Meeting to notify them of this requirement.
- B. **Conference Registration Fees** [~~Student Senate Rules and Regulations 8.2.5.6.1~~]. Any group, corporation, or organization that requests funding for conference registration fees must provide a tentative list of members that will attend, proof of the registration cost per student, and proof of the event. The latter two shall be proven with any written or published information from the hosting group, organization, or corporation. This information must be turned in to the Multicultural Education Fund Board Chair before

the bill is presented to the Committee. The Multicultural Education Fund Board Chair shall be responsible for contacting the legislative sponsor prior to the Multicultural Education Fund Board meeting to notify them of this requirement.

~~2.3.17 Fund for items defined in Student Senate Rules and Regulations 8.1.8.28 shall not be allocated by the Multicultural Education Fund with the exception of: I. Special Events. Exceptions can be made if extraordinary circumstances are demonstrated.~~

**2.3.16 No Funds for items that can be purchased with Student Senate General Funding or Standard Allocations (8.5.1 and 8.5.2) shall allocated by the Multicultural Education Fund**

~~2.3.18 Multicultural Education funds shall not be used for items over the amount of \$50.00 with the potential to be transported to another location for personal use.~~

**2.3.17 Walkable Items: Funds shall not be used to purchases items over the amount of fifty dollars (\$50.00) with the potential to be transported to another location for personal use.**

~~2.3.19 Funds cannot be used for directories, mailings, for meetings, or newsletters unless the primary purpose for the organization, corporation or group requesting the funds is the production and distribution of such items.~~

~~2.3.20~~ **2.3.18** Funds cannot be used for University Daily Kansan (UDK) Advertising.

~~2.3.20 The following factors can be considered in the allocation process:~~

~~A. The number of students involved in or affected by the corporation, organization, group, or event seeking funding.~~

~~B. The funding history of the corporation, organization, or group seeking funding. Preference will be given to corporations, organizations, or groups who have received Student Senate funding in the past and have demonstrated appropriate use of such funds.~~

~~C. The degree of student interest in the organization, corporation, group, or event seeking funding.~~

~~D. The history of the organization. Preference will be given to organizations, corporations, or groups who have demonstrated a consistent and stable membership base or interest.~~

~~E. The availability of funds for distribution at a given time of the fiscal year.~~



2.3.22 **19** Funds cannot be used for career advancement. No funds from student fees shall be allocated or apportioned to any corporation, organization, or group to fund any of the following:

- 2.3.22.1 Attendance of any career fair.
- 2.3.22.2 Employment-related workshops.
- 2.3.22.3 Professional networking activities or events.
- 2.3.22.4 Any other such career advancement event, opportunity, workshop, or fair not enumerated here.