

# BLINN COLLEGE ADMINISTRATIVE REGULATIONS MANUAL

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**SUBJECT:** *Financial Support for Student Organizations*

**EFFECTIVE DATE:** September 2, 2014; amended September 29, 2016

**BOARD POLICY REFERENCE:** FKC

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## **PURPOSE**

The college, through the Student Leadership & Activities Offices, will provide a faculty or staff advisor for all organizations. Student Government Association advisor(s) will consist of a representative from the Student Leadership and Activity Office. Registration and room and board will be paid for organization advisors on all approved trips. Additional financial support from college funds is based upon the nature of the organization, the type and frequency of the activities in which it engages, the size of its membership, and the frequency and distance to its state and national meetings. These guidelines are subject to revision each spring and are used by the student organizations in making budget requests.

Any exception to these financial support guidelines will be made by recommendation from the offices of Student Leadership & Activities and the dean of student success to the Vice Chancellor, Student Services and must be approved in writing by the Chancellor of the college in advance of any expenditure or obligation for travel.

Expenditures for organizations should be executed via purchase requisitions, trip tickets, and travel expense forms. All forms should be completed and signed by organization advisors prior to purchases, events, and trips. They are then submitted to the Student Leadership & Activities Offices for a budget code and signature and forwarded through the approval and payment process. All student organizations are expected to stay within their budgets and may be required to fundraise or pay out-of-pocket for any expenditure as determined by the Student Leadership & Activities Offices, dean of student success, and/or the Vice Chancellor, Student Services.

## **STUDENT GOVERNMENT**

The college will provide, based on funding availability, for:

- Approved programs or special events throughout the year
- TJCSGA and Regional dues
- Transportation and registration fees for approved state conventions, regional meetings, and leadership conferences
- Room and board for officers at state convention
- Scholarship for president (tuition and fees)
- Supplies and refreshments for approved events

## **HONORS ORGANIZATIONS**

The college will provide, based on funding availability, for:

- Transportation to and registration fees for approved state and national

conventions, summer honor institute, leadership conferences, and educational trips

- Spring and/or fall induction ceremony
- Supplies and refreshments for approved events

### **PROFESSIONAL ORGANIZATIONS**

The college will provide, based on funding availability, for:

- Transportation and registration fees for approved state and national conventions
- Transportation for approved educational trips
- Supplies and refreshments for approved events

### **RELIGIOUS ORGANIZATIONS**

The college will provide, based on funding availability, for:

- Transportation to approved programs and special events
- Supplies and refreshments for approved events

### **SERVICE ORGANIZATIONS**

The college will provide, based on funding availability, for:

- Transportation and registration fees to approved, district, state and national conventions; and approved educational events
- Supplies and refreshments for approved events

### **SOCIAL ORGANIZATIONS**

The college will provide, based on funding availability, for:

- Transportation to approved educational events
- Supplies and refreshments for approved events

### **POLITICAL ORGANIZATIONS**

The college will provide, based on funding availability, for:

- Transportation and registration fees for state convention and approved educational trips, Supplies and refreshments for approved events