

**Student**

*Board of Trustees Policy*

<b>SUBJECT:</b>  Student Activity Fee	<b>NUMBER:</b>  3.3
	<b>DATE:</b>  May 16, 2016
	<b>SUPERSEDES:</b> Resolution #76-160, December 06,1976 & Resolution #72-116, July 31, 1972

***Purpose***

In ensuring the students at SUNY Schenectady County Community College have an opportunity to engage in activities in and out of the classroom the Student Activity Fee Policy is developed to support and enhance programs for the benefit of the campus community.

***Policy***

SUNY Schenectady will provide a program of student activities, student clubs and organization including a Student Government Association (SGA). In accordance with the annual Board of Trustees approved Tuition and Fee schedule, the College will charge each student a student activity fee, as approved by the College’s Board of Trustees.

The student body at SUNY Schenectady, through its duly elected representatives of the SGA, will follow a Constitution and established bylaws, approved by the College’s Board of Trustees, to ensure the proper operation of the organization, including the disbursement of the mandatory, non-refundable, student activity fee. The SGA Senate will approve and oversee the expenditures of the student activity fee, which should be used to support and enhance programs for the benefit of the campus community to include:

- Annual Audit conducted by an external review firm each summer;
- Programs of cultural and educational enrichment;
- Recreational and social activities;
- Intercollegiate athletic activities and contractual services;
- Schenectady YMCA membership for students;
- Recognized student organizations including religious student organizations, for the purposes and activities of the organization that are of an educational, cultural, recreational or social nature; provided that the criteria for recognition of such student organizations, including, the criteria governing eligibility for funding of and allocations to such student organizations from student activity fees, shall be specified in the constitution and by-laws of the student government;
- Insurance related to conduct of these activities and programs;
- Administration of these activities and programs; and,
- Transportation in support of these activities and programs; and,

Additionally, student activity fees can be utilized in any means identified by the Vice President of Student Affairs with the approval of the College President.

### ***Procedures***

The Student Government Association should present a Constitution and bylaws to the College's Board of Trustees every two years, starting May, 2016. The Constitution and bylaws should provide a clear process for the distribution of activity fee funds, in a fair and consistent matter, and include a checks-and-balances process. The Constitution and bylaws will remain a policy of the Board of Trustees.