

# ASUC BY-LAWS

## Title XIV ASUC Fund for Academic Opportunity

### ARTICLE I: NAME AND PURPOSE

#### 1.1 Name and Purpose

The Academic Opportunity Fund, or ASUC Fund for Academic Opportunity, has the purpose of assisting intellectually vigorous and educational groups on campus to represent the campus, compete, and share knowledge at a local, state, and national level.

#### 1.2 Mission Statement

To increase academic opportunity by increasing access to national events and competitions for individuals and groups who represent UC Berkeley's academic prestige and dedication to education.

#### 1.3 Funding

The ASUC shall provide funding each year in the form of a program line item in the ASUC budget sufficient to operate the ASUC Fund for Academic Opportunity. The Academic Affairs Vice President shall also provide within the ASUC Executive Offices office space, furniture, and equipment sufficient to operate the Fund for Academic Opportunity.

### ARTICLE II: MANAGEMENT

#### 2.1 ASUC Academic Affairs Vice-President

1. The ASUC Academic Affairs Vice-President shall be generally responsible for administration and supervision of the ASUC Academic Opportunity Fund.
2. The ASUC Academic Affairs Vice-President shall nominate, and the Senate shall confirm, by a majority vote of the entire Senate, the Director of the ASUC Academic Opportunity Fund. The ASUC Academic Affairs Vice-President may remove the Director of the ASUC Academic Opportunity Fund and/or Assistant Director.
3. The ASUC Academic Affairs Vice President is ultimately responsible for the continuance of the program.

#### 2.2 ASUC Committee for Academic Opportunity

1. The purpose of the Committee is to approve the University Representative, approve the Academic Opportunity application before the application is made available to groups and individuals, and approve the group of fund recipients that have been chosen by the Academic Opportunity Director and the Academic Affairs Vice President or her representative. All applications submitted to the Director must be made available upon request to the entire Committee. The Committee has the power to conduct a line-item approval of the fund recipients. It also has the power to issue recommendations to the proposed group of fund recipients and their respective allocations. The Committee has the power to overturn the Director's choice for Fund recipients by a majority vote of the Committee members.

2. Within the first two weeks of the Academic Semester the Executive Vice President shall solicit the nominations of two Senate members to serve as representatives to the Committee for Academic Opportunity, subject to two-thirds approval of the Senate.
3. The first meeting of the Committee for Academic Opportunity shall be held within the first four (4) weeks of the academic semester that the funds are to be distributed. If the funds are distributed each semester, the Committee shall meet at the beginning of each semester as defined in this title.
4. The Executive Vice President is responsible for seeking the nomination and Senate approval of a replacement of a Senate representative, should an ASUC Senator be removed or seek removal from the Committee for Academic Opportunity. This replacement must occur by the next regularly scheduled Senate meeting after the notice of vacancy has taken place.
5. The ASUC Committee for Academic Opportunity will consist of five (5) members, with three (3) members constituting a quorum. The Committee shall consist of the ASUC Academic Opportunity Director from the Office of Academic Affairs, two (2) Senators, one (1) University representative consisting of either faculty or staff whose work is relevant to the Academic Opportunity Fund, and one (1) representative of the Academic Vice President consisting of either the Academic Vice President or his/her appointee.
6. University Representative

The University representatives shall be nominated by the Chancellor's Representative to the ASUC and approved by the Committee for Academic Opportunity. If there is no quorum attainable for the Committee, the University Representative shall be approved by the Academic Vice President. The ASUC Senate shall have the power to reverse any University Representative's approval with a two-thirds (2/3) majority vote.

### **2.3 ASUC Academic Opportunity Director**

1. The duties of the Academic Opportunity Director shall be:
  - a. To serve as the Chief Administrator for the ASUC Academic Opportunity Fund;
  - b. To oversee the recruitment, training, and retention of interns of the ASUC Academic Opportunity Fund;
  - c. To seek out additional funding sources for the Academic Opportunity Fund from private sources when needed;
  - d. To prepare the annual ASUC Academic Opportunity Fund budget for presentation to the ASUC Senate;
  - e. To arrange for the distribution and collection of the ASUC Academic Opportunity Fund applications to the campus for funding requests, with the majority approval of the Committee for Academic Opportunity.
  - f. To select the group of fund recipients from the applications received, their respective allocations, and present this group to the Committee for Academic Opportunity for approval. This group shall be created with the consultation of the Academic Vice President or his/her representative to the Committee.
  - g. To revise the group of fund recipients according to the recommendations of the Committee until the selected recipients and their allocations amounts are approved.
  - h. To develop and seek the Committee's approval of the University Representative nomination from the Chancellor's Representative to the ASUC.

2. The ASUC Academic Opportunity Director shall report regularly to the ASUC Academic Affairs Vice President.

### **ARTICLE III: BUDGET**

#### **3.1 Criteria for Funding**

The fund will be administered based upon the events' level of competition or importance, the groups' records, potential for success, contribution to the Cal community, including academic leadership, and the possible negative ramifications on participation and success if the individual(s) or group(s) do not receive funding.

#### **3.2 Development of Criteria**

The funding formula, or the criteria for funding shall be developed with the approval of the Committee for Academic Opportunity and then sent to the Finance Committee for approval or rejection. The Finance Committee shall have the power to disapprove the funding criteria of the Committee if it finds fault with its allocations that directly oppose the mission and integrity of the fund.

#### **3.3 Conditions and Actions Regarding Abuse of Power or Mishandling of Funds:**

1. Should any abuse of power or mishandling of funds be found to exist and be at the fault of the Office of Academic Affairs, the Finance Committee has the power to revoke the monies allocated to the Academic Opportunity Fund in the amount found to be mishandled. The total amount of funds allocated may be revoked with the two-thirds (2/3) approval of the ASUC Senate.
2. Should any abuse of power or mishandling of funds be found to exist and be at the fault of a committee member of the Committee for Academic Opportunity other than the Director and the Academic Vice President's representative, that committee member shall be removed from the Committee with the approval of the ASUC Finance Committee.
3. Any funds whose allocation was influenced by a removed committee member's vote shall be re-evaluated by the Committee for Academic Opportunity. If the removed committee member was an ASUC Senator, the Executive Vice President must seek a nomination for their replacement by the next regularly scheduled Senate meeting. This new nominee must be approved by a majority vote of the ASUC Senate.

### **ARTICLE IV: SPENDING RESTRICTIONS**

- 4.1** No more than 60% of the Fund shall be allocated within the Fall Session of the ASUC Senate.
- 4.2** No allocation shall be made from the Academic Opportunity Fund while the ASUC Senate is not in Session
- 4.3** The Committee for Academic Opportunity may retroactively grant funding for the time between the last Senate Session and the first meeting of the Committee in the current Session.

Updated: June 18, 2007 – Jillian E. Hagan

Verified: June 19, 2007 - Rosezetta E. Upshaw