

STUDENT GOVERNMENT

SFAC BUDGET REQUEST QUESTIONNAIRE – Budget Cycle FY27

Instructions: For each question/statement below, provide a clear and concise response (4 to 7 sentences). Note the special instructions for the following questions:

- For **Question #2**, attach/include an updated organizational chart for your unit with this document OR embed it in your response below.
- For **Question #3**, attach/include your Budget Worksheet AND provide a short list of funding sources, their intended purpose, and how you are utilizing the funds.

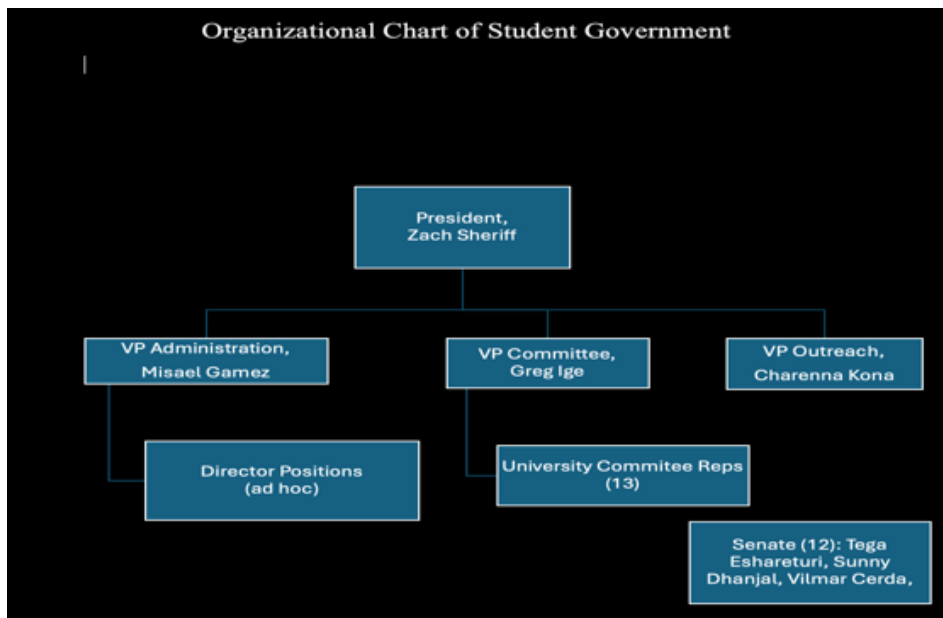
Questions and Statements

- 1. Provide a summary of your unit’s mission/purpose, how you accomplish your unit’s mission or purpose, and a justification of your unit’s student fee allocation in terms of the benefit to students.**

The mission of Student Government (SG) is to represent the student body, advocate for their needs, and foster a campus climate that supports academic excellence, leadership development, and community engagement. SG accomplishes this mission through hosting monthly general assembly meetings, resource tabling, leadership retreats, attending conferences for training/professional development, and facilitating initiatives that connect students with resources, peers, and university leaders.

Student fees are critical for funding these activities, including SG signature events and university-wide events in which SG is expected to participate and represent the student body. By investing in SG, student fees directly enhance the student experience, provide meaningful leadership opportunities, and ensure that student voices are heard in shaping campus life.

- 2. Provide an organization chart of your unit. Include all professional and student staff positions (with names), as well as vacancies. Make sure it is easily identifiable between professional and student staff on the chart.**



- 3. Present your Budget Worksheet. You are required to show and outline ALL funding sources (i.e. student fees, central funding, grants, gifts, outside sales revenue, auxiliary income, etc.). Use this area to define each funding source, its intended purpose, and how you are utilizing said funds.**

Student Government (SG) receives its funding solely from student fees, which are dedicated to supporting operations, initiatives, and programs that directly benefit the student body. Funds are used to provide officer wages, cover professional development conferences and travel, and purchase meeting materials and office supplies that ensure SG can function effectively. Student fees also support special events, programs, and meetings that foster engagement across campus. In addition, funding allows SG to provide promotional items and uniforms, which help increase visibility, build school spirit, and strengthen student connection to their representatives. Together, these resources ensure SG can fulfill its mission to advocate for students, promote leadership development, and enhance the overall student experience.

- 4. Did you receive any new funding for FY25? If so, please explain how it is being used.**

If you receive any new one-time funding for FY26, please describe your plans to use those funds.

The total one-time request for FY24-25 was \$40,633, and \$25, 860 was approved.

- Executive Council Wages (\$12,000) - To support the payment of Executive Council members for their work in Student Government. Since SG has 6,300 in base funding for wages, the request for the difference of \$12,000 (\$18,300 wages - \$6,300 base funding = \$12,000 to be requested).

- Professional Development (\$10,000) - For EC members to attend the American Student Government Association (ASGA) Conference (Lodging, airfare, meals, transportation). This experience provides leadership training, professional development and networking opportunities to keep up with trends and best practices in Student Government (\$2,500 lodging/airfare/meals x 4 EC members = \$10,000).
- Special Events, programs and meetings (\$3,500) – To host signature events, general assembly meetings, programs, senate tabling and collaborative events to inform and engage the student body, transition meetings, leadership retreats, in addition to supporting university initiatives that require SG participation.
- Parking Passes (\$360) - EC participation is required at campus events, admin meetings, speaking engagements, even on days they may not have class. Parking passes allow SG leaders to have close access to campus and be able to attend the functions, events, and meetings in a timely manner. (\$80 x 4 EC members = \$360).

For FY 25-26: \$27,920 was approved for wages, conferences, programs, promotional items and parking permits:

- Executive Council Wages (\$12,000) - To support the payment of Executive Council members for their work in Student Government. Since SG has 6,300 in base funding for wages, the request for FY26 is for the difference of \$12,000 (\$18,300 wages - \$6,300 base funding = \$12,000 to be requested).
- Professional Development (\$10,000) - For EC members to attend the American Student Government Association (ASGA) Conference (Lodging, airfare, meals, transportation). This experience provides leadership training, professional development and networking opportunities to keep up with trends and best practices in Student Government (\$2,500 lodging/airfare/meals x 4 EC members = \$10,000).
- Special Events, programs and meetings (\$3,500) – To host signature events, general assembly meetings, programs, senate tabling and collaborative events to inform and engage the student body, transition meetings, leadership retreats, in addition to supporting university initiatives that require SG participation.
- Parking Passes (\$420) - EC participation is required at campus events, admin meetings, speaking engagements, even on days they may not have class. Parking passes allow SG leaders to have close access to campus and be able to attend the functions, events, and meetings in a timely manner. (\$105 x 4 EC members = \$420).
- Promotional Items (\$2,000) - To be used throughout tabling events, university-wide resource fairs, and other student involvement activities to promote our organization. These items will help with brand recognition and help students become more aware of our outreach and advocacy on campus.

5. How does your unit support the mission of Student Affairs and contribute to the student experience on campus? Consider the utilization and impact of your unit's services.

The Division of Student Affairs creates transformational experiences that strengthen the educational journey for UHCL students. Through purposeful programs, comprehensive support services, and holistic resources, we commit to building an engaged community that cultivates personal development and success for all students.

The mission and vision of Student Government support the Division of Student Affairs' mission by offering experiences that improve the educational journey for UHCL students. Through events and awareness campaigns, Student Government provides opportunities for personal growth and leadership, helping students succeed both inside and outside the classroom. SG meetings and tabling give students a voice, promoting community involvement and making sure their needs are heard. SG helps to create a sense of belonging and connection, which aligns with Student Affairs' commitment to offering holistic resources and support. In this way and by sharing student feedback with the administration, Student Government contributes to building a stronger, more engaged campus community.

6. What did you learn in your annual assessment that is impacting your programs and services now?

This year, Student Government (SG) conducted a Senate Survey to gather student feedback on campus experiences and priorities. The survey reflects SG's commitment to listening to the student body and using their input to guide discussions, initiatives, and advocacy efforts. SG also continues to use Assembly meetings as a platform for students to share concerns and suggestions, which are then directed to the appropriate departments. Senators met with their respective academic college deans not only to bring student issues forward but also to ask how SG could support the colleges in serving their students. Through collaboration with the College of Education, SG helped improve field placement processes, brought attention to interest in new graduate programs in special education, and supported the redesign of bilingual education workshops to better accommodate students' schedules. These efforts demonstrate how SG works in partnership with academic leaders to amplify student voices and enhance the overall student experience.

7. Describe any new programs and/or initiatives for the current year.

“Ask Your Senator” Office Hours – This year, SG will implement rotating office hours where senators are available to meet with students one-on-one or in small groups, either virtually or in-person. These sessions provide students a direct opportunity to share concerns, ask questions, and connect with their representatives in an accessible and informal setting.

Constitution Adoption – SG will prioritize the adoption of the new Student Government constitution, engaging senators and the student body in the review and ratification process. Completing this update will strengthen governance, clarify roles and responsibilities, and provide a solid framework for effective representation.

Domestic Violence Awareness Ally Workshop – Domestic Violence Awareness has long been a signature initiative of SG, traditionally featuring speakers and sharing resources to raise awareness. This year, SG will build on that tradition by collaborating with CMHC and

community partners to offer an ally workshop, equipping the UHCL community with practical skills to support friends and family who may be experiencing domestic violence.

Together, these initiatives support SG's mission by fostering communication, engagement, advocacy, and connection between students and campus community, while aligning with the Division of Student Affairs' commitment to providing comprehensive support and enriching the student experience.

8. What challenges or opportunities do you foresee for the current year and next year?

Challenges

- **SG Model Transition:** The shift from RSO voting on fund requests to a Senate based on academic colleges voting on legislation requires educating the student body about SG's new focus on student issues, advocacy, and campus connection.
- **Incentives for Senate:** Recruiting and retaining senators is challenging without tangible incentives such as parking passes or wages, which may affect participation and engagement among student leaders.
- **Committee Recruitment:** Recruiting students for university committees continues to be a challenge, particularly following the changes under Senate Bill 37, which eliminated several shared governance committees. SG is exploring strategies to engage students under the new structure.
- **Funding Limitations:** Limited funding for promotional items, event programming, and base operational costs reduces flexibility for initiatives and may affect visibility and outreach.
- **Inflation Impact:** Costs for parking passes, memberships, food, and event supplies are increasing yearly, but funding levels do not always match these rising expenses, creating budgetary pressure.

Opportunities

- **Common Hour:** Collaborating with administration to establish a common hour could increase student engagement and participation across events and initiatives.
- **New Constitution:** The adoption of a revised constitution provides an opportunity to strengthen SG governance and clarify roles and responsibilities for senators and officers.
- **High-Impact Initiatives:** With the revised constitution in place, SG can prioritize initiatives such as Senate Outreach Tabling, Senate Office Hours, and Commuter Appreciation Week to increase engagement and visibility.
- **Senator Engagement with Deans:** Senators will meet with their academic college deans to discuss student needs and explore ways SG can support each college, providing direct feedback from the student body and building stronger connections with academic leadership.

9. Did you have more than \$5,000.00 in Student Fee funds swept at the end of FY25? If so, describe how much and in which areas the funds came from.

Student Government has \$15,620 identified to be returned.

Wages (\$5,846) - The unspent funds were primarily due to vacancies and delays in onboarding the Executive Council. Specifically, \$5,846 came from officer wages, as positions were vacant and the Executive Council was not fully onboarded until the fall semester.

Professional Development (\$9,774) - Professional development was not used, as the Executive Council was unable to attend the Summer NACA Student Government Institute due to hiring delays. SG has approval to rollover these funds to this year FY26 to attend an upcoming ASGA conference.

10. Are you requesting any new one-time funding for FY26 or FY27? Present your budget request with appropriate justification. *Note that only one-time funding requests (no base requests) may be reviewed for FY26 and FY27.

Yes, SGA is requesting new one-time funding for FY26 and FY27. Our budget request focuses on professional development opportunities, student engagement initiatives, and operational support that directly enhance the student experience at UHCL. We are not requesting any new base funding.

Specifically, our one-time funding requests for FY26 include: \$1,500

- For FY 26 SG is requesting \$1,500 for ASGA Annual Membership & Virtual SG Training for all SG officers, senators, committee members, and interested students. This funding consolidates the annual membership (\$600) and training (\$900) expenses previously paid out of SG base funding and unspent Professional Development. The annual membership and training will allow all officers to participate in intensive workshops, national networking opportunities, and practical leadership training. Attendance will be open to all RSOs/students, strengthen SG operations, enhance leadership skills, and support recruitment efforts to engage more students in campus governance.

Specifically, our one-time funding requests for FY27 include: \$30,420

- For FY 27 SG is requesting \$12,000 for Executive Council member wages. This will help future cohorts continue to be effectively incentivized for their work. The SG EC requires 10 working hours per week. Since SG has 6,300 in base funding for wages, the request for FY26 is for the difference of \$12,000 (\$18,300 wages - \$6,300 base funding = \$12,000 to be requested).
- For FY 27 SG is requesting \$10,000 for professional development for the Executive Council to attend NACA Summer Student Government Institute. This experience provides leadership training, professional development and networking opportunities to keep up with trends and best practices in Student Government (\$2,500 lodging/airfare/meals x 4 EC members = \$10,000).
- For FY27 we would like to request \$4,000 for SG signature initiatives and required participation in campus-wide events. This additional funding would help support enhancements to all our events, collaborations and meetings. Further, this funding would enable us to find innovative ways to support the UHCL study body through advocacy initiatives and outreach efforts to enhance students' awareness of the UHCL Student Government (\$2,000 Fall/\$2000 Spring to

support general assembly meetings, Domestic Violence Awareness event, Homecoming Week, Chili cook-off, SG Day, SG transition meeting, retreats, Senate/Committee Rep trainings, meetings, Senate Tabling refreshments, etc.). SG will continue to work to secure food sponsorships for meetings. However, food prices with Chartwells and external vendors are increasing. Also, campus department budgets are decreasing, and most campus departments have declined sponsorship requests.

- For FY27 we would like to request \$4,000 for promotional items and to be used throughout tabling events, and other student involvement activities to promote our organization. These items will help with brand recognition and help students become more aware of our outreach and advocacy on campus. Also, to increase visibility of SGA and Student Affairs through banners, signage, and giveaways that help connect with students. This directly supports initiatives like Senate Outreach Tabling and Commuter Appreciation Week.
- For FY 27 SG is requesting \$420 for EC parking passes. EC participation is required at campus events, admin meetings, speaking engagements, even on days they may not have class. Parking passes will allow the future cohorts of Student Government leaders to have close access to campus and be able to attend the functions, events, and meetings in a timely manner. ($\$105.00 \times 4$ EC members = \$420).

11. Please provide a narrative of how your unit would accommodate a reduction of 5.0% in your total FY27 budget and provide a line-item explanation of where budgetary cuts would be made.

SG has \$2,000 in base funding. A 5% reduction is \$100. SG would make cuts in providing food for student meetings and would limit purchases of office supplies.