

**Bill to Allocate Funds for SGA Office Supplies**

*Written by Hayden George, Speaker of the Senate, submitted through the Administrative Affairs Committee.*

*Presented by Jenna Boykin, College of Science and Mathematics senator, and Administrative Affairs Committee Chair*

- Whereas:** The Student Government Association (SGA) is an organization for the students, by the students, whose sole priority is to effectively represent students through the passage of legislation and other promotional events;
- Whereas:** SGA needs office supplies to adequately operate and continue the mission of serving the student body in a timely, and efficient manner;
- Whereas:** The bylaws of SGA, state it is the responsibility of Administrative Affairs Committee to provide necessary office supplies in the SGA office;
- Whereas:** The SGA office is in desperate need of office supplies like copy paper, tape, and printer ink;
- Enacted:** SGA shall allocate \$175 for the purchase of miscellaneous office supplies deemed necessary by the Executive Board, as well as the Administrative Affairs Committee;
- Further Enacted:** A detailed list of all office supplies shall be recorded and updated on a bi-weekly basis by the Administrative Affairs Committee;
- Further Enacted:** A document shall be uploaded to the SGA Microsoft Teams detailing all office supplies stock, and the Administrative Affairs Committee shall make recommendations to the senate on when to re-purchase supplies;
- Further Enacted:** Any unused funds shall be returned to the SGA budget.

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Hayden George, Speaker of the Senate

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Date

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Lauren Roach, Student Body President

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Date