

## **Appendix A**

### **Title I. Student Activity Fee Allocation Committee (SAFAC) Appeals**

#### ***Section 1. Appeal Qualification***

1. In order to petition a Formal Appeal, the student organization must first submit a SAFAC appeal request directly with SAFAC by completing the SAFAC Appeals Form.
  - a. Upon review of the appeal, in the case that SAFAC and the student organization find a resolution, no formal appeal will be submitted to Student Government.
  - b. A formal appeal may not be submitted following an agreement. Student organizations or SAFAC may not rescind the agreement.
2. Appeals may only be followed for one of the two reasons:
  - a. The allocation is in violation of the current year's guidelines or precedents in voting (the current precedent is outlined by the guidelines that SAFAC sets from year to year, which are posted on their website; violation of precedents does not mean “last year SAFAC funded this, but this year they are not”).
  - b. The allocation is shown to be an egregious oversight on SAFAC's behalf (result of miscommunication, processing error, or technical mistake).

#### ***Section 2. Appeal Policies***

1. Appeals must be submitted to the Director of Student Activities & Student Organizations who will then distribute to the Chair of SAFAC ([safac@miami.edu](mailto:safac@miami.edu)), Speaker of the Senate ([sgspeaker@miami.edu](mailto:sgspeaker@miami.edu)), and Chair of Policy and Finance Committee (Policy and Finance).
2. Appeals must be initially presented before Policy and Finance.
3. Policy and Finance must verify the appeal meets qualifications (Section I).
  - a. In the case that an appeal does not meet qualifications, Policy and Finance shall dismiss the appeal.
  - b. In the case that an appeal does meet qualifications, Policy and Finance will refer the appeal to the full Senate body.
4. The Chair of Policy and Finance must ensure that appropriate supportive materials will be made available to the Senate by SAFAC and the student organization.
  - a. This includes at minimum a copy of precedents or guidelines from SAFAC and a copy of the budget request from the student organization.
5. The appeal must be presented at the next Senate meeting following presentation before Policy and Finance as a Category D bill.
  - a. Example Bill Text: “Article 1. Be it resolved, the University of Miami Student Government recommends that the Student Activity Fee Allocation Committee (SAFAC) revise the amount of budgetary funding given to the organization [ORGANIZATION NAME], specifically in reference to X budgetary section/item.”
6. Both the SAFAC Chair (or Chair’s delegate) and a student organization representative must be present for Category D bill reading.
7. Senators and Student Government members who have active membership within the appellate student organization or SAFAC are required to recuse themselves during discussion and voting. This includes discussion and voting in Policy and Finance.

8. An appeal must receive two-thirds (2/3) of the present senators to pass.
  - a. A vote of abstention shall be counted towards the voting total.
9. The President shall not have approval or veto power for such appeals.

***Section 3. Senate Procedure***

1. The appellate bill must be submitted to the Speaker of the Senate for appearance under new business.
  - a. Appellate bills should only be presented from the floor under extreme extenuating circumstances and only if the SAFAC Chair (or Chair's delegate) and student organization representative are present.
2. The Senate will proceed with agenda as prescribed unless such a motion is made to reorder the agenda to the business number.
3. The bill shall be read in full by the author. In lieu of an authorship speech, the Speaker will allow for a presentation by both SAFAC and the student organization. The presentations will begin with the student organization.
  - a. Following both presentations, the Speaker will individually invite a representative back from each organization for additional questions of up to 5 minutes time.
  - b. The speaker may choose the order in which each representative is invited back for questioning.
4. The Senate shall have a closed meeting for discussion and voting.
  - a. At this point, Senators or Student Government members with active members in SAFAC or the student organization must recuse themselves until the action has been voted on.
5. Senators shall vote shall on appeal qualifications only (Section 1. Clause 2.).
  - a. Discussion should not comment on the appropriateness of the student organization's request or SAFAC guidelines/precedents. If such is discussed, the Speaker may dismiss the senator until decision has been reached on the action.
6. In the case that an affirmative vote is not reached, the matter shall be dismissed.
7. In the case of an affirmative vote, the Speaker of the Senate must, within ten (10) class days, complete transmittal to the Vice President for Student Affairs by submitting all documentation to the Director of Student Activities & Student Organizations.
  - a. The transmittal does not require the signature of the President.
  - b. The transmittal must contain a written recommendation from SAFAC as provided to the Speaker within ten (10) class days of the affirmative vote.
8. The Vice President for Student Affairs shall have final decision-making power on the matter.