

**SENATE BILL**

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| Date Presented:     | **A Bill to Establish an Off-Campus Procurement Policy** |
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|  | Authorship: Sid Augustyn – Finance and Funding Committee Chair Sponsorship: Cade Bachman – Chief of Staff   |

WHEREAS, the CU Denver Student Government Association (SGA) Finance and Funding Committee has a duty to assist the procurement coordinator, as well the efficient allocation of university resources, and;

WHEREAS, the Finance and Funding Committee has received several budget requests that require off-campus procurement in years past that obligate the procurement coordinator to accommodate these requests, and;

WHEREAS, these off-campus requests take up large amounts of time for the procurement coordinator, and often is completed outside of work hours, which isn’t an efficient use of university resources because it will take the SGA advisor away from students, and;

WHEREAS, procuring off-campus requests requires the procurement coordinator to travel, often creating a personal gas expense that is rarely reimbursed, and;

WHEREAS, maintaining the original job roles and responsibilities for the procurement coordinator is a priority of Finance and Funding, so that there may be a positive work culture, and traveling for off campus procurement outside of work hours is not an expected duty, and;

NOW THEREFORE BE IT RESOLVED, that the Finance and Funding Guidelines will be updated to include the following policy: “Off-Campus Procurement Limitations: Requests that require the procurement coordinator to travel off-campus for purchases will be denied. Create your requests so that items may be shipped or catered. If off-campus procurement is required, include your detailed plan for picking up these items, which will be your organizations obligation. Also include the necessity for off-campus procurement and the reason this is the most viable option.”

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| Bria Combs, *President*   | Savannah Brooks, *Vice President*   |