



## **Student Organizations Council**

Student Bar Association Representative Packet

---

# **Meeting Agenda**

*Thursday, August 24<sup>th</sup>, 2017*

---

**I. Introductions**

**II. Funding**

a. Changes to the funding process

b. How to get (and keep!) funding from main campus

**III. Amending your constitution**

**IV. Upcoming events**

**V. Overviewing the structure of future meetings**

UF Law is home to over 50 registered student organizations. Student Activities and Involvement on main campus maintains current student organization information through the registration process completed each year. For further information, please visit their website: [www.studentinvolvement.ufl.edu](http://www.studentinvolvement.ufl.edu) Current organizations are required to re-register each Fall to remain active.

### **Organization Re-Registration Steps**

Re-registration for organizations is August 1 through September 29, 2017.

Student organizations must:

- o Have a minimum of 10 members, three of whom serve as either President, Vice President, or Treasurer.
- o Have a Student Organization Advisor who is a full-time, salaried faculty or staff member at the University of Florida.
- o Have a current constitution on file (must meet the University of Florida Constitution Requirements).
- o Submit an Electronic Registration through GatorConnect (must be done every fall semester to remain active even if no information has changed from the previous year).

**To do this, follow these steps:**

- o Log into GatorConnect.
- o Click on "My organization" found on the toolbar across the top of the page.
- o Select your organization.
- o Click "Update My Organization" on the officer dashboard.
- o Complete the step-by-step registration and click submit.
- o Complete Officer Training in conjunction with electronic registration. You do not need to wait for registration approval.

*We are currently working on having an Officer Training event at the Levin College of Law. In the mean time, there are various regularly scheduled Officer Trainings which take place on main campus. More information is available through the Student Activities and Involvement division of Student Affairs on main campus. You can reach them here: (352) 392-1671*

## **Amending your Student Organization's Constitution**

The SBA Constitution states that the Student Organizations Council be made up of one representative from each UF Law student organization to be appointed by each organization's respective president. This mandate effectively adds a new position to each organization's Executive Board. This makes necessary the reflection of this addition in each respective organization's constitution.

Currently, to amend your organization's constitution, you must get approval of the amended document from Dean Inman. You must then submit your constitution to the main campus SG site under "My Organization".