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SEN. Nicholas Chin
CHAIR
SEN. Tanner McCracken
Vice Chair

S.1920-002

DATE INTRODUCED:

SPONSORED BY: Sen. Sevor
COSPONSORED BY: Sen. Kayemba, Sen. Jones, Sen. Garcia

COMMITTEE: Rules and Administration, Board of Finance

SUBJECT: An act to amend the bylaws in relation to the implementation of the Affordable Testing Act (ATA)

COMMITTEE VOTE: 5-0-1, Rules and Administration

SENATE VOTE:

LEGISLATIVE RESULT:

I. Be it hereby proposed that the Finance Policy bylaw is amended by adding section 523 to read:

523 – Scholarship Policy

523.1 – The Affordable Testing Act

523.1.1 – General Purpose

523.1.1.1 - The line item “Affordable Testing” in the Student Association finalized and enacted budget shall serve the function of subsidizing the cost of applying to law school, medical school, graduate school, and other higher education institutions that require undergraduate experience through a scholarship for full-time, student activity fee paying undergraduates at the University at Albany.

523.1.2 – Honorable Mentions

523.1.2.1 – This scholarship can be dedicated or named after any University at Albany alumni, faculty, employee, or student in honor or recognition of their work to improve this University by an act of the Senate for an academic year disbursement.

523.1.2 – Eligibility

523.1.2.1 – For applicants to be eligible for benefits described in this section, and in the general spirit of the Affordable Testing Act, they must demonstrate the following characteristics:

523.1.2.1.1 – A cumulative grade point average of 3.25 or above on the 4.00 grading scale;

523.1.2.1.2 – Involvement on-campus and/or professional experiences during their undergraduate career at the University at Albany;

523.1.2.1.3 – Intent to enroll in or enrollment in any one of the following accredited or approved institutions within two years:

523.1.2.1.3.1 – An American Bar Association (ABA) approved law school;

523.1.2.1.3.2 – A Liaison Committee on Medical Education (LCME) accredited medical school program;

523.1.2.1.3.3 – A Council for Higher Education Accreditation (CHEA) accredited program or;

523.1.2.1.3.4 – An Association to Advance Collegiate Schools of Business (AACSB) accredited program.

523.1.2.1.4 – An applicant may not be awarded or considered if they have already received a benefit as a result of the Affordable Testing Act or have already applied in the same semester.

523.1.3 – Application

523.1.3.1 – To apply for the scholarship described in this Affordable Testing Act article, eligible applicants must submit the following to the University at Albany Student Association’s Academic Affairs Director or their designee:

523.1.3.1.1 – A notarized transcript from the University at Albany procured within the last academic semester;

523.1.3.1.2 – An updated, one-page resume summarizing the applicant’s experience with on-campus involvement and professional development;

*523.1.3.1.3 – A **400-word statement explaining or describing the applicants reasoning for the scholarship, listing the name(s) of either the institutions to which the applicant has applied or has enrolled in, and explaining why they wish to pursue this degree;***

523.1.3.1.4 – A proof of intent to pursue enrollment or enrollment of any institution described in article 523.1.2.1.3 including, but not limited to:

523.1.3.1.4.1 – A proof of purchase or receipt by the applicant to either the Law School Admissions Council (LSAC), the American Association of Medical Colleges (AAMC), the Educational Testing Service (ETS), or the Graduate Management Admissions Council (GMAC);

523.1.3.1.4.2 – An official correspondence from any of these institutions signifying enrollment decision or enrollment in said institution

523.1.3.2 – Any eligible individuals for this scholarship can only apply once per academic year to receive benefits described in this article.

523.1.3.3 – Student Association Senators and employees with a stipend are ineligible for Affordable Testing Act benefits.

523.1.4 – Implementation

523.1.4.1 – Jurisdiction

523.1.4.1.1 – The University at Albany Student Association’s Director of Academic Affairs or their designee shall be responsible for leading the effective implementation of this article and the general spirit of the Affordable Testing Act.

523.1.4.1.2 – The University at Albany Student Association’s Constituent Relations Committee shall be responsible for rendering determinations of awards to eligible applicants.

523.1.4.1.3 – The University at Albany Student Association’s Office of the Comptroller shall be responsible for the disbursement of funds described in this article in coordination with the Director of Academic Affairs or their designee.

523.1.4.1.4 – The University at Albany Student Association’s Marketing Director or their designee shall be responsible for the effective and proper marketing of this act.

523.1.4.2 – Processing Applications Timeline

523.1.4.2.1 – The Director of Academic Affairs or their designee shall defer to sections 523.1.2 and 523.1.3 of the bylaws in determining eligibility for award and consideration for scholarship and benefits under this article.

523.1.4.2.2 – Upon receipt of application, the Director of Academic Affairs or their designee shall review the application and shall notify the applicant of determination for award within three weeks.

523.1.4.2.3 – The Director of Academic Affairs or their designee shall give eligible application materials to the University at Albany Student Association Senate’s Chair of Constituent Relations Committee within two business days of receipt of the application. The application material shall be given in the form of copies or online, but must have the name, last name, Albany ID number, and other personal identifying information redacted for the committee to prevent bias and protect privacy. The Director of Academic Affairs or their designee shall assign a unique identification code or number to the application for recording purposes in place of redacted personal identifying information.

523.1.4.2.3.1 – The Chair of the Constituent Relations Committee will call a meeting of the Student Association Senate’s Constituent Relations Committee within one week of receipt of application materials for review.

523.1.4.2.3.2 – The Chair of the Constituent Relations Committee shall deliver results via minutes for each application they received to the Director of Academic Affairs within two business days of the committee’s determination.

523.1.4.2.4 – Upon receipt of the determination from the Constituent Relations Committee, the Director of Academic Affairs or their designee shall notify the applicant of their award status in a timely matter.

523.1.4.2.5 – Once the Director of Academic Affairs or their designee has notified the applicant of their award, they shall notify the Office of the Comptroller within two business days for funds disbursement to the winner or beneficiary via the University at Albany’s EPAY system. The Director or their designee will also provide the Office of the Comptroller all application materials and a copy of the Constituent Relations Committee minutes.

523.1.4.3 – Constituent Relations Committee Deliberations

523.1.4.3.1 – The University at Albany Student Association’s Constituent Relations Committee shall assess and evaluate eligible applications for award on the following basis:

523.1.4.3.1.1 – Adherence to sections 523.1.2 and 523.1.3 of this section.

523.1.4.3.1.2 – Substantial involvement on campus.

523.1.4.3.1.3 – Relevant need and explanation as to why the applicant is pursuing such degree.

523.1.4.3.2 – The University at Albany Student Association’s Senate Constituent Relations Committee will vote by simple majority to determine whether an applicant will receive an award.

523.1.4.3.2.1 – This vote must occur immediately following deliberations and must render a conclusion about all applications received by the end of the meeting.

523.1.4.3.3 – The University at Albany Student Association’s Senate Constituent Relations Committee shall keep accurate minutes, in accordance with the bylaws, of reasoning for determination. The minutes will use the identification code or number assigned by the Director of Academic Affairs to refer to the applicant.

523.1.4.4 – Reporting and Recording

523.1.4.4.1 – The Director of Academic Affairs or their designee, in conjunction with the Chair of the Senate Constituent Relations Committee

will produce a public report once a semester concerning the implementation of the Affordable Testing Act containing the following information:

523.1.4.4.1.1 – Number of applicants that applied in the semester;

523.1.4.4.1.2 – Number of beneficiaries that qualified and have received funding within the semester;

523.1.4.4.1.3 – Amount of funding disbursed to beneficiaries within the semester;

523.1.4.4.1.3 – Recommendations regarding more effective implementation of this act.

523.1.4.4.2 – This report must be produced and orally given by the end of the semester in a Student Association Senate meeting.

523.1.4.4.3 – The Student Association’s Department of Academic Affairs must maintain an accurate record of awardees and applicants on file for reference. This record must include application materials, identification number, and a record of approval or denial.

523.1.4.5 – Authority of the Director of Academic Affairs for ATA Implementation

523.1.4.5.1 – The Director of Academic Affairs may set a cap on a semester basis for the number of beneficiaries or awardees for the Affordable Testing Act. This cap must be announced at a Student Association Senate meeting before applications are accepted that semester.

523.1.4.5.2 – The Director of Academic Affairs may set a start date and an end date per semester for the acceptance of applications. This date must be announced at a Student Association Senate meeting before applications are accepted that semester. The period between the start date and end date of application acceptance must be greater than 30 days.

523.1.4.5.3 – The Director of Academic Affairs or their designee shall make available an application through MyInvolvement.org.

523.1.4.6 – ATA Marketing

523.1.4.6.1 – The Student Association’s Director of Marketing or their designee shall coordinate with the Student Association’s Office of Academic Affairs to solicit and advertise the Affordable Testing Act to the University at Albany undergraduate student body in the two weeks before the application opens.

523.1.4.6.1.1 – Any solicitation or advertisement of the Affordable Testing Act shall include the start date and end date established by the Director of Academic Affairs.

523.1.5 – Reward Disbursement

523.1.5.1 – Each awardee or beneficiary of the Affordable Testing Act or within this section shall be given exactly \$250.00 in scholarship funding through their University at Albany EPAY account.

- II. That this bill go into effect upon the first day of class in the Spring 2020 semester, in accordance with the Student Association Constitution.

Desann Carty, *President*

Passed by the Senate

I, Nicholas Chin, attest this is a true and valid
record of action taken by the Student Association

Sen. Nicholas Chin, Chair