

SASFAC Submission : Entry # 1258

Contact Information

Organization

Law School SBA

Campus Address of Office

55 Elizabeth Street
Hartford, Connecticut 06105
United States
[Map It](#)

Organization Website

<https://law.uconn.edu>

Organization Social Media Information

uconn_law_sba

Organization History and Mission

History/Mission of the Organization

History
Founded in 1959, the University of Connecticut School of Law Student Bar Association (SBA) is the student government of the University of Connecticut School of Law. Membership consists of students elected annually by the Day, Evening, L.L.M. Divisions of the Law School. The SBA manages a budget derived from student activities fees to support the Law School's student organizations, to fund community activities, and to promote the quality of student life. In addition, the SBA selects students to serve on faculty committees, provides feedback to the administration, and is active in a multitude of issues affecting students at the Law School.

Mission
We, the students of The University of Connecticut School of Law, do hereby establish the Student Bar Association and its governing Board, whose purposes shall include:

1. The promotion of such activities as may be of interest to the student body;
2. The promotion of cordial and effective relations among students, faculty, and administration of the Law School, and with the University at large, other law schools and the community; and
3. The expression and representation of student opinion on matters pertaining to the law, to the Law School and to the Student Bar Association.

Revenue

Is your Organization seeking a fee increase?

No

Does your Organization receive income from any source other than student fees?

No

Organization Structure and Payroll

Organizational Chart and Supplemental Excel Sheet

- [Organizational-Chart-and-Supplemental-Excel-Sheet.pdf](#)

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Please indicate which positions (if any) are currently held by non-students.

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Does your Organization pay any elected or appointed student leaders?

No

Does your Organization pay any non-student staff?

No

Activity Participation

Who is eligible to participate in your activities?

- Undergraduate students of a specific campus
- All undergraduate students across all campuses
- Graduate students of a specific program(s)
- All graduate students across all campuses
- Faculty/Staff
- Community Members/Guests

Please describe how students (number and/or percentage) utilize your services and/or participate in your activities?

All students are at least indirectly benefited by the SBA's programs through attendance at student organization meetings with guest speakers, competitions, symposia, participation on a journal, and many more. We imagine that these percentages might be slightly lower this year due to the capped attendance for events due to COVID restrictions, but many students still participate in journals, symposia, and competitions and conferences. All students have access to virtual/in-person events with speakers funded by the SBA throughout the country. These events are broadcast through the University's web calendar in order to encourage all members of our community to participate. All SBA-funded events are also broadcast to the student body via email. Whether members of the local community attend these events is determined by the student organization hosting that particular event, but there are certainly quite a few events open to the community. Noteworthy events this year include:

- Litigation Night
- William R. Davis Mock Trial Competition
- William H. Hastie Moot Court Competition
- Negotiation & Dispute Resolution Competition
- Alva P. Loiselle Moot Court Competition
- Connecticut Law Review Symposium
- Connecticut Journal of International Law Symposium
- Connecticut Public Interest Law Journal Symposium
- Public Interest Law Auction

Further, past and present improvements to the campus funded with the student activity fee have and will be a benefit to the student body. We worked to improve our student lounge last year, and are currently working to improve our Law School gym facilities.

Please describe how faculty/staff (number and/or percentage) utilize your services and/or participate in your activities?

Faculty/staff are also welcome to all student organization events. They frequently participate as speakers or moderators. In particular, the Diversity Alliance holds Faculty Luncheon where professors are encouraged to attend to have frank discussions about issues diverse law students experience.

Please describe how members of the local community (number and/or percentage) utilize your services and/or participate in your activities?

Events are broadcast through the University's web calendar in order to encourage all members of our community to participate.

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Please upload your Organization's Quickbooks Profit & Loss Report Standard Last Fiscal Year (FY 21)

- [FY-21-SBA-REPORT.png](#)

Please upload your Organization's FY 22 Budget

- [SBA-Operating-Budget-FY-22.xlsx](#)

Please upload your Organization's Quickbooks Profit & Loss Report Standard Last Fiscal Quarter (FY 22 July 1-Sept 30)

- [IMG_5313.jpg](#)

Expenditures

Briefly describe the programs and services you provide for your constituents that serve as the primary focus of your Organization.

The SBA currently uses its funds to support approximately forty-seven student organizations. Student organizations submit detailed proposals throughout the Fall and Spring semesters outlining all events that they anticipate hosting that semester. These projections include expected attendance, outside speakers or audience, and competitive vendor quotes, among other details. The SBA Budget Committee then meets to allocate available funds appropriately based on our bylaws and guidelines. Subsequent appeals are reviewed by the SBA Board.

Though we have experienced an extreme decrease in the number of events held, many organizations are still working to put together online events for our student body. Some programs provided through our organizations include the Public Interest Law Auction, which raises money for student stipends to engage in otherwise unpaid summer work, as well as student group registration fees for tournaments and conferences. We also assist in the funding of all four on-campus academic journals (Connecticut Law Review, Connecticut Insurance Law Journal, Connecticut Journal of International Law, and the Public Interest Law Journal). We further help fund student organizations in order to bring leading legal scholars and practitioners to campus to discuss particular issues related to the diverse areas of interest among our student groups.

What are the top 3 expenditure categories for your Organization?

- 610.2- Supplies/Materials- Events/Programs
- 622.1- Registration Fees
- 624- Travel

As a governance Organization which funds Tier 2 RSOs, what is the approximate ratio of dollars used for your own activities vs funding? Please provide a rationale for this ratio.

The majority of funds dispersed by the SBA are to other approximately forty-seven (47) student organizations on the UConn Law campus, in order for those organizations to host their own events. The approximate ratio of dollars is difficult to determine historically as the accounting software used by the Law School Business Office grouped these funding dollars together Co-Sponsorships for accounting purposes, however the Law School has switched to the a QuickBooks software license and continues to account for this spending in a more granular fashion.

A high level estimate, based on FY 21 actuals, would be that the SBA devotes 80%-90% of its resources to fund the other forty-seven (47) student organizations on the Law School campus.

What are the top 3 expenditure categories for your Organization's funding of Tier 2 RSO's?

- 610.2- Supplies/Materials- Events/Programs
- 622.1- Registration Fees
- 624- Travel

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Please explain significant changes in the operating budget (spending plan) for this fiscal year starting 7/1/21 when compared to the previous years budget. What are the short-term goals for the organization?

We currently anticipate no changes to our budget/spending plan this fiscal year. We have returned to pre-pandemic budget allocations and requests.

What (if any) are the timing anomalies with regard to the reported income/expenditures?

N/A

Fund Balance

If your Organization should carry over funds from one year to the next, what is the ideal (minimum) level of that fund balance and what is the justification for that amount?

We like to have at least \$10,000 available for the following year in an effort to cover the early costs of registration fees/speaker fees/venue reservation that may be required.

If your organization is carrying a fund balance above the ideal/minimum level - what planned expenditures are budgeted (in which upcoming fiscal year)with the intention to bring down the fund balance to ideal levels?

Our projected balance at the end of the year is around \$15,000. We plan on allocating 90% of the funds in Fall 2022 and the remaining 10% in Spring 2023. We hope the balance is around \$15,000 for 2023 and 2024.

Projections and Future

Please upload your Organization's FY 23 and FY 24 Budget Projections

- [v5-SBA_Student-Activity-Fee-Budget-Projection-Form-FY-20-23.xlsx](#)

What are your Organizational priorities that are reflected in your projected budgets for the next two fiscal years?

We want stability to carry the day while also ensuring that students enjoy the full benefits of the student activity fee.

Is there any additional information that the Committee should be aware of when reviewing your budget documentation?

No.

Date the Organization will be holding (or already held) a public budget forum:

02/06/2022

Have you received TSOS comments and had an opportunity to amend or edit your submission?

Yes

Date that TSOS comments were recieved

02/09/2022

Date of formal Organization Budget vote

02/06/2022

Please upload a copy of your meeting minutes reflecting an affirmative SASFAC vote.

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- [SBA-Meeting-2.06.22.pdf](#)

1. Executive Officers

President: *Ridhika Kartan, Student*

Vice President: *Cirilla Anderson, Student*

Chief Administrative Officer: *Angelica Matos Jennings, Student*

Chief Financial Officer: *Heide Hernandez-jimenez, Student*

Parliamentarian: *Jim Motes, Student*

ABA Representative: *Jacqueline Bashaw, Student*

2. Board of Directors ***All are students**

| | |
|---------------------|--|
| 1LD Reps | Keith Brown, Jr. |
| | Laurane Fumex |
| | Kendall Kirk |
| | Matthew Leheny |
| | Joslin Valiyaveettil |
| 1LE Reps | Mackenzie Lasher |
| | Corey Mirman |
| 2LD Reps | Jayda Cruz |
| | Stephen Falcigno |
| | Elena Boushee |
| | Jenna Pepe |
| 3LD Reps | Matthew Fratamico |
| | Jared Mikulski |
| | Victoria James |
| | Zachary Sipala |
| 2/3/4LE Reps | Gretchen Yelmini |
| | Eric Benoit |
| | Maggie Goggins |
| | Ashley Negrini |
| L.L.M Reps | Paolita Ampadu Ismael H. Mohammed Manon Pellegrims |
| Delegates | Will Weishaupt |
| | Santanna Rocha |

| Code Description | | FY21 Actual Amount | FY22 Original Amount | FY22 Updated Amount | FY23 Original Amount | FY23 Updated Amount | FY24 Projected Amount |
|--|--|-----------------------|-------------------------|------------------------|-------------------------|------------------------|--------------------------|
| R e v e n u e s | 501.1 General Donations | | | | | | |
| | 501.2 Foundation Donations | | | | | | |
| | 501.3 Benefit Fundraiser Donations | | | | | | |
| | 502 Dues | | | | | | |
| | 512 Advertising | | | | | | |
| | 513 Awards and Prizes | | | | | | |
| | 514 Vendor Commissions | | | | | | |
| | 515 Contractual Services | | | | | | |
| | 516 Co-Sponsorship | | | | | | |
| | 520.1 Admissions Sales | | 19,000 | 19,000 | 20,000 | | 19,000 |
| | 520.2 Food Sales | | | | | | |
| | 520.3 Merchandise Sales | | | | | | |
| | 520.4 Participation Sales | | 3,000 | 3,000 | 4,000 | | 4,000 |
| | 520.5 Services Sales | | | | | | |
| | 522 Registration/Entry Fees | | | | | | |
| | 523 Rental | | | | | | |
| | 524 Travel | | | | | | |
| | 530 Penalties and Fines | | | | | | |
| | 531 Miscellaneous Revenue | | | 200 | 200 | 200 | |
| | 533 Change Fund Returns | | | | | | |
| 540 Business Taxes | | | | | | | |
| 546 Interest | | 9 | | 21 | | | |
| 547 Student Fees | | 46,024 | 82,000 | 82,000 | 82,000 | 82,000 | 82,000 |
| Total Revenues | | 46,033 | 104,200 | 104,221 | 106,200 | 82,000 | 105,000 |
| E x p e n d i t u r e s | 601 Donations | | | | | | |
| | 602 Dues | | 335 | | | 400 | 400 |
| | 603 Gifts | | | | | | |
| | 604 Photocopying | | | 600 | 250 | 150 | 500 |
| | 605 Postage | | 302 | | 500 | 500 | 50 |
| | 606 Printing | | | | 150 | 150 | 300 |
| | 607 Promotional Items | | | | | | |
| | 608.1 Refreshments - Organization | | | 300 | 200 | 200 | 5,000 |
| | 608.2 Refreshments - Events/Programs | | | 2,700 | 25,000 | 25,000 | 30,000 |
| | 609 Subscriptions | | | | | | |
| | 610.1 Supplies - Organization | | 710 | 250 | 250 | 250 | 250 |
| | 610.2 Supplies - Events/Programs | | | 500 | 2,500 | 3,000 | 5,000 |
| | 611 Telephone | | | | | | |
| | 612 Advertising | | | | | | |
| | 613 Awards and Prizes | | 400 | | | | 400 |
| | 615.1 Contractual Services - Organization | | | | | | |
| | 615.2 Contractual Services - Events/Programs | | 3,445 | 35,000 | 35,000 | 35,000 | 35,000 |
| | 616 Co-Sponsorships | | | 65,000 | 10,000 | | |
| | 617.1 Cost of Food Sold | | | | | | |
| | 617.2 Cost of Merchandise Sold | | | | | | |
| | 617.3 Cost of Participation | | | | | | |
| | 617.4 Cost of Services Sold | | | | | | |
| | 622.1 Registration Fees | | 6,460 | | 18,000 | 20,000 | 10,000 |
| | 622.2 Entry Fees | | | | | | |
| | 623 Rental | | | | | | |
| | 624 Travel | | | | 20,000 | 15,000 | 15,000 |
| | 625 Equipment/Durable Goods | | | 500 | 500 | 5,000 | 500 |
| 626 Equipment - Capital | | | | | | | |
| 627 Insurance | | | | | | | |
| 628 Repairs and Maintenance | | | | | | | |
| 629 Utilities | | | | | | | |
| 630 Penalties and Fines | | | | | | | |
| 631 Miscellaneous Expenses | | | | | | | |
| 633 Change Funds | | | | | | | |
| 640 Business Taxes | | | | | | | |
| 642 Wages - Student | | | | | | | |
| 643 Wages - Non-Student | | | | - | | - | |
| 645 Wage Taxes - Non-Student | | | | - | | - | |
| Total Expenditures | | 11,652 | 104,850 | 112,350 | 104,250 | 102,400 | 107,400 |
| Revenues-Expenditures = Change in Fund Balance | | 34,380 | (650) | (8,129) | 1,950 | (20,400) | (2,400) |
| Fund Balance at Start of Year | | 35,636 | 65,149 | 70,016 | 64,499 | 61,887 | 41,487 |
| Fund Balance at End of Year | | 70,016 | 64,499 | 61,887 | 66,449 | 41,487 | 39,087 |

Student Bar Association Board Meeting

7:00 PM, Sunday, February 6, 2022

WebEx: <https://uconn-cmr.webex.com/meet/jim08003>

Agenda

- 1. Swearing In - Corey Mirman[1LE Rep]**
- 2. Parliamentarian's Report**
- 3. President's Report**
 - a. COVID related issue**
 - i. Distribution of COVID Tests
 - ii. COVID reporting/attending classes
 1. Information from Admin
 2. Class Notification
 - iii. COVID Dashboard
 - iv. Virtual Classes?
 - v. Class Recording by Professors**
 - b. Encouraging interest in SBA E-Board positions**
 - c. Upcoming Dean's Meeting: Feb. 10**
 - i. Look for email from Ridhika regarding agenda items
- 4. Vice President's Report**
- 5. CAO's Report**
 - a. Info Session Today**
 - b. Commencement Speaker Elections**
 - i. Registrar Confirmation of Eligible Voters
 - ii. Elections Open 2/8-2/11
 - c. SBA EBoard Elections**
 - i. Close 2/8 @ 8am
 - ii. Campaign Period Upcoming
 - iii. Voting 2/14-2/17
 - iv. Town Hall 2/13 @ 6pm
 - d. SBA Rep Elections**
 - i. Open 2/18
 - e. Next SBA Meeting: 2/20 @ 7pm**
- 6. CFO's Report**
 - a. Does anyone want to shadow? (esp. those interested in this position)**
 - b. \$\$\$ Update**
 - c. Timeline**
 - i. Fall 2022 Budgets (tentative)**
 - 1. Budget Trainings**

- a. April 4 (12:30pm); April 6 (6pm); April 8 (12pm)
- 2. Fall 2022 Budget Deadline
 - a. 4/18 @11:59 pm
- 3. Final Fall Budget released
 - a. 04/20
- 4. Budget Appeals meeting
 - a. 4/24
- 5. Amended Fall 2022 budget
 - a. Week of 4/25
- 7. ABA Representative Report
- 8. Committee Updates
 - a. Health and Safety Committee (Jim)
 - b. Faculty Committee (Matt)
- 9. Open Forum for Student Comments
- 10. Old Business
 - a. Reallocations
 - i. **Diversity Alliance** - requests a reallocation in the amount of \$100 from "General Body Meeting" (1/27) to "General Body Meeting" (2/10) for the purpose of changing the date of our original event from Thursday, January 27 to Thursday, February 10.
 - ii. **Mock Trial Society** - requests a reallocation in the amount of \$832 from "the TYLA competition for lodging and travel" to "the PAD competition for travel and lodging" because the competition has been moved online, we would like to move those funds to the PAD competition (where we were able to register a second team last minute and we need those funds covered for housing and travel).
 - iii. **NLG** - requests a reallocation in the amount of
 - 1. \$150 from WAMI Event 1 to Event 2's Speaker
 - 2. \$25 from WAMI Event 1 to Event 3's food
 - 3. \$50 from Event #4 to Event 3's food
- 11. New Business
 - a. SASFAC Submission
 - b. Supplemental Requests
 - i. [Diversity Alliance](#)
- 12. Adjournment

Jim Motes' Personal Room

Dial jim08003@uconn-cmr.webex.com

You can also dial 173.243.2.68 and enter your meeting number.

Join by phone

+1-415-655-0002 US Toll
Access code: 617 354 374