

11 **Article VI, Section C changed version:**

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13 **Procedure for approval of special requests with year-end balance.**

- 14 a. Any student, faculty, or administrator can request special funding for technological
15 purposes to the committee by submitting the request to the AFAC chair or an AFAC
16 adviser.
- 17 b. AFAC authority to approve special projects only extends to any technology fee surplus.
- 18 c. If possible, the person or group proposing the request will present the request to the
19 committee. The AFAC chair will give each committee member a copy of the submitted
20 request one week before any department head, faculty member, or student
21 presentation of the request at the regularly scheduled meeting. The presentation will
22 adhere to the following agenda:
- 23 i. The presenter will have a maximum of 30 minutes to present their proposal to
24 the committee
 - 25 ii. Questions and requests from the committee.
 - 26 iii. Vote whether to approve or disapprove allocation of fee to special project.
- 27 d. The chair of AFAC may appoint a subcommittee to look into any proposed special
28 project further.
- 29 e. After all questions and requests have been addressed and the committee is satisfied,
30 the committee will go into closed debate.
- 31 f. A simple majority vote will be required to approve the budget proposal.
- 32 g. If a simple majority vote does not approve the budget, AFAC may then request that the
33 budget be revised and then approved pending the revisions