

Undergraduate Student Government  
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Deborah Machalow  
Executive Vice President

Najee Simmons  
President Pro Tempore

## SENATE

# 2011 – 2012 TEMPORARY USG SPA ASSISTANCE ACT

An Act to establish a consistent and reliable liaison for the USG SPA during a year wrought with transition and instability.

*Be it enacted by the Senate of the Undergraduate Student Government,*

### SECTION 1. SHORT TITLE

This Act shall be referred to and may be cited as the “USG SPA Assistance Act.”

### SECTION 2. ESTABLISHMENT OF PAY

1. There shall be a non-undergraduate student employee, hereby referred to as the Event Programming Associate, who shall be employed by the President to report to the Administrative Director and receive a salary of \$22 per hour.
2. The Event Programming Associate may not work more than 20 hours per week or 40 hours per pay period.

### SECTION 3. RESPONSIBILITIES

The Event Programming Associate shall –

1. Serve as support to the Administrative Director and the Student Programming Agency Director (herein referred to as the “SPA Director”) during the planning and executing of major campus programming;
2. Work closely with the SPA Director to ensure compliance with the University’s event timeline, promoting successful events;
3. Assist in communication and negotiation with Talent Brokers;
4. Attend meetings regarding SPA Events to keep up-to-date on the progression of events;
5. Aid in the execution of events; and
6. Fulfill all other duties as assigned by the President, Administrative Director, and the SPA Director.

### SECTION 4. EFFECTIVE DATE

This act shall take effect immediately following the enactment of this Act and will expire on May 4<sup>th</sup> 2012.

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Deborah Machalow

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Date

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Mark Maloof

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Date

Executive Vice President

President