



# Student Senate

## Budget Guidelines in Regards to Funding Source October 29, 2007

Club and Organization Presidents,

The Student Senate of Lycoming College (SSLC) hopes this letter finds you and your organization well. As the fall semester quickly moves ahead, we would like to address a few questions and concerns that have been raised over the "logo-guidelines".

A summation of the guidelines are as follows:

- If funds were used to hold the event you hosting you must include either our logo (found at [www.lycoming.edu/orgs/senate](http://www.lycoming.edu/orgs/senate)) or our Name: Student Senate of Lycoming College / SSLC as the funding source on your publicity.
- If materials are used during your event you should follow the aforementioned regulations
- If you are utilizing digital forms of publicity such as but not limited to:
  - E-mail
  - Facebook
  - Websites
  - Myspace
  - .pdf email fliers
  - Etc.

You must continue to abide by the first bullet.

The policy was initially created without the concern that clubs and organizations would continue to disregard the policy; however, this is not the case. The SSLC will begin to implement this policy with a reduced sanction. Tentatively, a "percentage of budget" fine will be assessed against a future event that is apart of your approved budget.

We hope that no Club or Organization is subject to the sanction for failure to comply with the logo-budget guidelines.

As always, should you have any questions or concerns please do not hesitate to contact [senate@lycoming.edu](mailto:senate@lycoming.edu).



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