

School of Pharmacy Fundraising Committee Operating Policies

The School of Pharmacy Student Senate realizes that student organizations raise money for events and make donations to charitable foundations through school-wide fundraisers. In the interest of allowing all student organizations and DPH/Toxicology classes fair access to fundraising opportunities, the following procedure will be followed:

Fundraisers will be divided into two categories:

1. Big-ticket items that can only be sold by one organization (ex: fleeces, business cards, padfolios, stethoscopes, etc.).
2. Small fundraisers that can be done multiple times per month (ex: pizza, bagels, suckers, etc.)

A Google document will be maintained containing all big-ticket items currently sold at the School of Pharmacy. A passing of 2/3 of the senate will approve the initial list. Additional items may be added to the list by e-mailing the student senate treasurer a description of the item and a list of dates when it will be sold. The fundraiser must be approved by a 2/3 vote of the senate. No other student organization or School of Pharmacy class may sell items listed on the Google document unless first speaking with and gaining approval from the current seller. A link to the Google document will be maintained on the School of Pharmacy Student Senate website to allow for access by all students. The list of big-ticket items will be updated each fall at the first senate meeting by a 2/3 passing of the senate.

In the interest of ensuring fair access to smaller fundraising events, fundraisers will be handled on a first-come first-served basis. The Student Senate g-mail calendar will serve as a community calendar in which to post new events. At the time an organization wants to complete a fundraiser, they should add the event to the g-mail calendar and e-mail the student senate treasurer a description of the event as well as the dates in which the fundraiser will take place. In addition, the organization should e-mail Anna Reinhardt the dates of the fundraiser so that the school is aware of fundraisers occurring within the building.

Please note that only Student Senate recognized organizations, as well as DPH/Toxicology classes, are allowed to fundraise within the School of Pharmacy. It is the responsibility of the organization's senate representative to ensure these policies are followed by their organization. The senate will handle any conflicts that may arise as a result of these policies.