



Date: Friday, March 12, 2021

Time: 12:00-2:00 pm

Location: Zoom

Attendees: Funding Sub-Committee, Special Public

Type of Meeting: General

I. Organizational Items

- a. Call to Order by Tu Nguyen, Vice Chair for Finance, at 12:01pm.
- b. Roll Call (Establishment of Quorum)

Tu Nguyen	<i>Vice Chair for Finance</i>	Present
Josue Montenegro	<i>Vice President for Finance</i>	Present
Diana Chavez	<i>ASI President</i>	Present
Amber Beasley	<i>Diversity and Inclusion Officer</i>	Present
	<i>BOD Member</i>	Present
	<i>BOD Member</i>	Present
Abel Gullien	<i>Student Committee Member</i>	Present
	<i>Student Committee Member</i>	Present
	<i>Student Committee Member</i>	Present
Akalpit Shukla	<i>Associate Chief Justice</i>	Present
Dena Florez	<i>Office Manager of Administration & Services</i>	Present
Carol Roberts-Corb	<i>Interim Executive Director</i>	Excused absence
Frangelo Aryan	<i>CSI Representative</i>	Present
John Tchong	<i>CFO Designee</i>	Excused absence
Amanda Constantine	<i>UAS Representative</i>	Present
Han Nguyen	<i>USU Representative</i>	Present
Guest of the Gallery		

c. Approval of the Agenda for Friday, March 12

Offered By:	Abel Gullien	Seconded by:	Josue Montenegro
Motion to approve the Agenda for Friday, March 12, 2021.			
Discussion:			



1. Tu mentioned that the minutes would need to be tabled because they are not yet in.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

- d. **Approval of the Minutes for Friday, February 26**
- e. **Approval of the Minutes for Friday, March 5**

Offered By:	Abel Gullien	Seconded by:	Diana Chavez			
Motion to approve table the Minutes for Friday, February 26, 2021 and Friday, March 5, 202.						
Discussion:						
1. Abel apologized and said he will get to them by the weekend.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

- II. Public Comment** – Public Comment is intended as a time for any member of the public to address the committee on any issues affecting ASI and/or Cal State LA
- a. Frangelo introduced Veejay Atilano who is the new CSI liaison with ASI. He is serving as the Senior Student Development Coordinator.
 - b. Jocelyn wanted to share any students are large. Looking into the idea of training faculty with diversity and inclusion and wanted to see if any students would like to provide feedback.
 - c. Christian, president of Physics and Astronomy Club, and had questions about the Funding Process. Asked about the Minutes and what they are or if they are an ASI business item
 - i. Tu answered that the meetings are run open with agenda. Minutes are a written down recording of what happened at the meeting. For ASI transparency to see what is approved and what is talked about.
 - d. Christian asked if the committee is open to the public
 - i. Tu said all ASI meetings are open to the public. Meeting information can be found on the ASI website under upcoming events.
 - e. Christian asked if the zoom link is the same or if it changes each time
 - i. Diana said that it is the same link all semester



- f. Christian asked when submitting the Funding Request Form, is the way ASI funds requests an all or nothing or can it be broken up into parts.
 - i. Tu said that the only time ASI reduces funds is when items or costs are above ASI policy limits.

III. Action Items

- a. **Golden Eagle Gaming** – LA Showdown Boss Raid – 3/27/2021 – **\$1500.00**

Club/organization and event information by a representative.

1. Alvin Yu talked about the club requesting Funding
 - a. Golden Eagle Gaming is a collegiate gaming and eSports club on campus
 - b. Create a community for gamers on Cal State LA
 - c. LA Showdown Boss Raid will be an online gaming event on their Discord featuring games Overwatch, Super Smash Bros Ultimate, League of Legends, Call of Duty Mobile, PUBG Mobile, and Call of Duty Black Ops Code War
 - d. Requesting money for gift cards for participants
 - e. Open to the public and Cal State LA students

Committee Questions/Discussion:

1. Abel asked about the total attendance of the event of 100 and if it was the usually amount
 - a. Alvin said that the average attendance was over 200 attendees.
 - b. Abel asked how many gift cards would be given out to students
 - c. Alvin said that the amount they could give out would be 56 gift cards of \$10
 - d. Tu clarified that ASI funds up to \$560 towards student honorarium, and if ASI funds the event, ASI would fund 56 \$10 gift cards
2. Frangelo asked about the free swag indicated on the event registration form and how it would be distributed
 - a. Alvin said that the gift cards would be sent through emails for them to have. For swag, they would meet up on campus and distribute it making sure it is safe for everyone
 - b. Frangelo cautioned the organization to do so because CSI does not allow campus to meet in-person on or off campus because it goes against



policy to only have virtual events. Recommendation would be to individually mail items. If decided to meet, it will be a violation of club Covid procedures. Gift card distribution makes sense, but how would winners be selected?

- c. Alvin said that they will switch to mailing the swag. For the selecting winners, a Discord bot would be used to randomly choose participants
 - d. Frangelo thanked the club for the information and wanted to confirm that swag would not be handed out in person
 - e. Alvin confirmed the information
3. Diana asked Tu what ASI does since the club is requesting \$1,500 and we can fund a maximum of \$560.
 - a. Tu said that we would reduce the amount from \$1,500 to \$560 if we fund it
 4. Diana asked how the quantity for gift cards were chosen.
 - a. Alvin said that it was for the initial amount of \$1,500 which was decided to the treasurer. Tried splitting it between the games they have, and if it is more, they think there will be more participants for the game.
 5. Diana asked Tu since ASI can only fund \$560, would the motion only be \$560?
 - a. Tu confirmed this and said that for the specific gift cards they purchase, if it matches up with the original invoices submitted, ASI would be able to fund it.
 - b. Diana asked about the policy limit for the honorarium
 - c. Tu said it is under the Direct Funding Guidelines, Honorarium and sent a link to the chat
 6. Tu made the reminder that ASI can only fund up to \$560 for the gift cards because of the Honorarium limit.

Offered By:	Diana Chavez	Seconded by:	Josue Montenegro			
Motion to approve \$560.00 for Golden Eagle Gaming's LA Showdown Boss Raid on 3/27/2021.						
Discussion:						
1. None						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

- b. **Student Nurses Association** – NSNA's 69th Annual Convention – 4/5/2021 - 4/10/2021 – **\$1,575.00**



Club/organization and event information by a representative.

1. Victoria Dunbar presented the club's Funding Request
 - a. Student Nurses Association is a group of nursing and pre-nursing students.
 - b. Requesting funding for NSNA's 69th annual convention. Usually held in different states, but because of Covid, there will be an online convention over 5 days with many different events and activities including workshops, speakers, networking events, and more
 - c. Requesting funding for 15 SNA and CSULA students to go. Help with networking and increase chapter's association within NSNA. Want to help certification review which is important for nursing seniors and anybody
 - d. Event will help with networking, gaining skills, test taking skills, critical judgement, and an opportunity for people to meet with people in an academic employment setting
 - e. Opportunity to participate in virtual yoga.
 - f. Experience will be used to improve club and Cal State LA activities

Committee Questions/Discussion:

1. Diana asked how the 15 students would be chosen
 - a. Victoria said they were going to post a Google form on their Facebook, which is public, and Canvas page. Will prioritize senior nursing students, but if they do have non SNA or Nursing student applicants, it will be random picked 10 positions and 5 nursing graduate students.
2. Tu asked if Diana knew if the graduate student office had funding support for students
 - a. Diana said she is unsure
 - b. Abel said that he thinks there might be external programs in other college for support
 - c. Amber said that it depends on the department and each department should have some guidelines.
3. Josue asked about the multiple prices for registration
 - a. Victoria said that the early bird registration ended today. If approved for the \$110 for members and there were non-SNA members, the difference would be paid from SNA's account



4. Dena said that normally when something is signed for a conference, the names are submitted beforehand for the travel. Would that still hold for an online conference?
 - a. Frangelo said that treating it like it is travel even though it is not travel would be a good practice
5. Dena said to Victoria that ASI has a cap of \$3000 per club per semester on a first come first serve basis. ASI will only be able to fund the early registration fee and anything above that would be the clubs responsibility
6. Josue asked if the club would be considered members on the registration.
7. Frangelo asked what the interest is like to attend the conference. Is it only 5 seniors?
 - a. Victoria said that there is more because there was a good interest when it was brought up at the last meeting.

Offered By:	Abel Gullien	Seconded by:	Diana Chavez			
Motion to approve \$1,575.00 for Student Nurses Association's NSNA's 69th Annual Convention on 4/5/2021 - 4/10/2021.						
Discussion: <ol style="list-style-type: none"> 1. Dena recommended to the committee to add a stipulation to supply the names and CINs of students registered for the conference to the RPP. 						
Offered By:	Abel Gullien	Seconded by:	Diana Chavez			
Motion to approve \$1,575.00 for Student Nurses Association's NSNA's 69th Annual Convention on 4/5/2021 - 4/10/2021 with the stipulation to supply the CIN of Cal State LA student attendees.						
Discussion: <ol style="list-style-type: none"> 1. None 						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed
<ol style="list-style-type: none"> 2. Josue wanted to clarify the amount ASI would funding 3. Dena said that the amount per student that ASI would be funding is \$105 which is attached to the Conference only cost. Dena explained that ASI would fund up to \$1575 and if the club wanted to spend more, they would need to cover the difference 						



4. Victoria confirmed that she understood the information and clarified the mistake that happened with the early registration deadline changing.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

- c. **Phi Alpha Theta, Eta Xi** – History Career Night - Community College – 3/23/21 – **\$450.00**

Club/organization and event information by a representative.

- 1. Chris Fennessey gave a presentation on the Funding Request packet
 - a. Phi Alpha Theta, Eta Xi is an honors society for history researchers and they are the local chapter on Cal State LA. Organization is about honoring students that have achieved academic excellence and fostering scholarships in history. Provide support for students
 - b. Event is a part of a series of career workshops where alums are invited to speak to students to share experience on different fields. First event was on museums and archives last week. Next event is on a Tuesday evening which overlaps with classes geared towards education which works since the event is based off of careers in community college teaching
 - c. 4 alums speaking on their journeys and providing advice.
 - d. Asking support for providing them honorarium and 2 Amazon gift cards to encourage students to attend.
 - e. Second time coming, last event had around 20 students attending, got good feedback, and hope the event will continue with the success.

Committee Questions/Discussion:

- 1. Tu wanted to clarified how the gift cards would be distributed and how were winners chosen
 - a. Chris said that a internet randomizer would be used to generate the two names of the winning participants
 - b. Tu asked Dena if we should request the CIN and names of students who won
 - c. Dena said yes since we would want to verify they are Cal State LA students
- 2. Diana asked how the speakers would receive their honorarium
 - a. Chris answered that they would be sent a check as a thank you



- b. Dena reminded that a copy of the cancel check be provided for the honorarium
- 3. Tu said that it is within limits for honorarium and recommended for the committee to add the stipulation with the names and CINs of students

Offered By:	Diana Chavez	Seconded by:	Abel Gullien			
Motion to approve \$450.00 for Phi Alpha Theta, Eta Xi's History Career Night - Community College on 3/23/21 with the stipulation that they provide a receipt of checks as well as the CINs and names of students who won the gift card.						
Discussion:						
1. None						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

d. **Physics and Astronomy Club – Pi Day – 3/15/2021 – \$35.00**

Club/organization and event information by a representative.

- 1. Christian Coronel presented the Funding Request
 - a. Current president of the Physics and Astronomy club. What the club does is spark an interest in Cal State LA students who might not be a physics or astronomy major and get them interested in physics and the stars and the current events or things in the past or research being done.
 - b. Event is Pi Day, and normally, pie or pizza would be bought. Because of the pandemic, there was an idea to do an online problem-solving scavenger. Problems would be released on Mondays until the day of the event.
 - c. Students would register for the event, students would receive the problems via email. Want to receive funding from ASI to reward students for doing problems outside of the classroom setting.
 - d. Hoping that the ASI funding encourages club community building. Got more participants from students in the department as well as the math club. Growing now. People found out through the discord and Instagram
 - e. People who have access to answers will be excluded, but everyone else who does not have access is open to join the event.

Committee Questions/Discussion:

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1. Dena said that it is a great idea and appreciates coming up with events to support students during the pandemic. Wanted to remind that ASI funds up to \$3000 per club per semester on a first come first serve basis. Wanted to reminder for the future events if the club comes back.
2. Tu asked Frangelo if the process for how they would select gift card winners was fine.
 - a. Frangelo asked if the first person who submits the answer wins the first place prize and the second person to submit wins second?
 - b. Christian said that the winner is the one who submits the most problem correct first, and it will be based off of the time stamps.
 - c. Frangelo said that it would be fine because it is a little more structured than the usual random drawings
3. Christian asked if it would be ok to ask for student CINs because he was weary of that
 - a. Frangelo said it would be ok to ask students.

Offered By:	Abel Gullien	Seconded by:	Josue Montenegro
Motion to approve \$35.00 for Physics and Astronomy Club 's Pi Day on 3/15/2021.			
Discussion:			
1. Tu asked for the committee to add the stipulation			
Offered By:	Abel Gullien	Seconded by:	Josue Montenegro
Motion to approve \$35.00 for Physics and Astronomy Club 's Pi Day on 3/15/2021 with the stipulation that the names and CIN of student winners are provided.			
Discussion:			
1. None			
All in Favor	All	Opposed	None
			Abstained
			None
			Motion: Passed
All in Favor	All	Opposed	None
			Abstained
			None
			Motion: Passed

e. Updated Direct Funding Guidelines

Committee Questions/Discussion:

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1. Tu said that the main change is what ASI would fund for clothing. Previously was a specific allocation for t-shirts, polos, sweaters, and so on, but now it was changed to a flat 80% for all, which is around the 70% we were funding before, to make it simpler for ASI to allocate and clubs to estimate how much they would get funded
 - a. Other thing added is that we only fund 50% of the shirts if they sell them.
 - b. Made a reminder that any changes would go into effect next academic term, not this term
2. Christian asked if the club wanted to sell the shirts and distribute some to members, how would they create the funding request form
 - a. Tu recommended to create two separate line items on the Funding request form so that the different amounts could be allocated.
3. Christian asked about where the ASI RPP packet could be found
 - a. Tu sent the link to the RPP on the ASI website and what it contains
4. Tu said that the action item would be to recommend to the Finance committee to review.
 - a. Dena said that since it was already discussed, it could go back as action
 - b. Josue said that the Direct Funding Guidelines were not covered, only the equipment policy
 - c. Dena said that it would then have to go to Finance for a first read before action
5. Christian asked about shipping and handling for distributing t-shirts
 - a. Tu said that ASI does fund shipping. Clubs usually take the weight of the item to calculate the shipping
 - b. Dena said priority runs for around \$5 and the envelope would be purchased. Said that they could talk offline
 - c. Abel wanted to add that ASI funds taxes
 - d. Tu said that to make sure to include it so that ASI can fund it

Offered By:	Abel Gullien	Seconded by:	Josue Montenegro
Motion to recommend the Direct Funding Guidelines to the Finance committee.			
Discussion:			
<ol style="list-style-type: none"> 1. Abel asked what would happen to the equipment discussions for the Direct Funding Guidelines 2. Tu said that from the previous discussions, the consensus is to not change the policy for equipment. One of the things Josue and Tu were talking about is 			



asking the college representatives to spare some funding and work with the college to get some funding out.

3. Josue added that we also wanted to work on the seed money to supplement that. Wanted to work with the college representatives to see if there was a way for colleges to support the organizations.

All in Favor	All	Opposed	None	Abstained	None	Motion: Passed
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IV. Discussion Items

- a. ASI Fall 2021 One-Time Seed Money Allocation
- a. Tu explained the proposed process for seed money distribution
 - a. Two options: Ask for an interest form this semester to get an accurate count for how much to allocate. Send out an acceptance form in the fall semester to receive the seed money. Other method would be to allocate around \$27,300 to the 91 unique for next semester which might be a little less accurate for a count but easier for ASI to handle.
- b. Dena said that allocating a set amount of money would be the best approach. Notify them in the spring that they would be receiving it and the conditions for receiving the one time allocation
- c. Tu said that he thinks a Spring form would provide a better number of clubs
- d. Dena said that the number is already set. Clubs have already met the criteria. Only thing left is the amount and a letter being sent out of what they need to do
- e. Josue clarified that they needed to attend the Spring ODC
- f. Abel asked if the interest form would still be needed
- g. Tu said that there would be an email sent out notifying clubs in Spring and a form in Fall would be submitted to accept the seed money.
- h. Dena mentioned that the checks need to be cut before June 30th. Will work with Union to allocate money to the union bank account of exempt accounts
- i. Tu asked if there would be any issues with the cuts being check by June 30th and wouldn't be distributed until after the Fall ODC
- j. Dena said that the club is required to maintain recognition, so if they do not, the money comes back to ASI
- k. Josue asked if campus banking was required to get seed money.
- l. Tu said that it is not required since if they are exempt, the check would be mailed out.



- m. Tu mentioned that that Fall form would be the acceptance and that he will find out when officers transition so that both sets of club officers know about the seed money so that it does not get loss.
 - i. Spring interest form
 - ii. Fall Acceptance Form

V. Reports

- a. ASI Vice Chair for Finance: **Tu Nguyen**
- b. ASI Vice President for Finance: **Josue Montenegro**

VI. Adjournment

Offered By:	Abel Gullien	Seconded by:	Josue Montenegro			
Motion to adjourn the meeting at 1:21pm.						
Discussion:						
1. None						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed



CERTIFICATION

Official Minutes taken for the **Funding Sub-Committee** of the Associated Students, Inc. Cal State LA held on Friday, March 12, 2021, through Zoom. Consensus by the ASI Funding Sub-Committee on Friday, May 14, 2021.

Prepared by:

Tu Nguyen, Chair for the Funding Sub-Committee

Anna Nguyen, Secretary/Treasurer

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