Finance Committee Meeting
Minutes

Friday, January 16, 2015 12 pm - 2 pm
Location: King Hall Room D136
Attendees: Committee Members & General Public

I. Organizational Items:
   a. Called to Order by Carina Kan
   The meeting was called to order at ___12:08___ PM

   b. Roll Call

Carina Kan	*Vice President for Finance*	Present
Shane Vera	*President*	Excused Late 12:30
Dean Truong	*Vice President for Administration*	Present
Nicholas Carrillo	*Vice President for Academic Governance*	Present
Ruth Ramos	*Secretary/ Treasurer*	Present
Norma Sierra	*College of Business & Economics Rep.*	Present
Karla Guardado	*College of Business & Economics Rep.*	Present
Brian Wu	*Student Appointee*	Present
Antonio Canzona	*Vice Chair for Finance*	Present
Michael Flores	*Student Appointee*	Present
Matt Warren	*University President's Designee*	Excused Absent
Ronnie Wills	*Adm of Finance Designee*	Excused Absent
Intef W. Weser	*Executive Director*	Present
Marcus Rodriguez	*Director of Programs and Leadership*	Present
Frances Tsai	*Chief Justice / Associate Justice*	Present Substitute – Samuel Han
Dena Florez	*Office Manager of Administration & Services*	Present
Diego Tinoco	*Community Affairs Representative-at-Large*	Present
Guests of the Gallery	Martin Inchaurregui (American Society of Civil Engineers), Joshua Lundblade (American Society of Civil Engineers)	

   c. Approval of Agenda (action):

Offered By:	Brian Wu			Seconded by:	Ruth Ramos		
Motion to approve the adoption of Agenda for Friday January 16, 2015. Discussion: none							
All in Favor	All	**Opposed**		**Abstained**		**Motion:**	passed

   d. Approval of Minutes (action):

Offered By:	Dean Truong		Seconded by:		Michael Flores		
Motion to approve the minutes for Friday, November 14, 2014.							
All in Favor	All	**Opposed**		**Abstained**		**Motion:**	passed

Offered By:	Dean Truong		Seconded by:		Michael Flores		
Motion to approve the minutes for Friday, December 5, 2015.							
All in Favor	All	**Opposed**		**Abstained**		**Motion:**	passed

II. Public Forum - This time is allotted for members of the public to make announcements to the council and/or address the committee.
- N/A

III. Action Items
   a. Funding Proposal Review for:
      i. ASCE Funding Request – ASCE Bake Sale - $506.68

- There was a presentation on the club and event.
- Intef Weser inquired about the flyer having no date or location.
- It was planned to be used on the day of the event.
- Dean Truong recommended that the club add dates, times, locations, and prices to the flyer to better market the event.
- Intef Weser questioned if there were any equipment in the request that we would be paying for.
- Dena Florez mentions that a crock pot is in the funding request, and it is equipment so we can't pay for it.
- Marcus Rodriguez recommended that the club should use the nacho cheese dispenser from CSI and fill up the simple form right after this meeting so nobody reserves it ahead of them. Should we extend the price of the cheese to make it more comparable since we are taking away the crock pot?
- Carina Kan – We can do what we did for a previous request we had for a nacho sale (SHESS). We added a stipulation that we will account for the difference in price for the cheese.
- Intef Weser introduced a different tactic: we can fund the full amount of the request without equipment, and the price of the crockpot can cover the additional cheese expense if necessary.
- Dean Truong – "Shouldn't we ask them if they want nachos before making this decision?"
- Intef Weser – "Do you guys want nachos?"
- The club speaker confirmed that they were correct.
- Marcus Rodriquez just assumed this because we were funding chips, nacho trays, and cheese.
- Dean Truong – "Just making sure."

Offered By:	Norma Sierra		Seconded by:	Ruth Ramos		
Motion to approve ASCE Funding Request – ASCE Bake Sale - $506.68 without funding the equipment and accounting for the difference in cheese.						
All in Favor	All	Opposed		Abstained		Motion: passed

   b. Policy 204 – Funding Guidelines – The Finance Committee will review and take action on the policy clarifying the Multiple Club Funding Section.
- Intef Weser states that all the changes on the policy is good to go except on page 5 section k. i. "If multiple clubs sponsor an event, the maximum award for that event shall be $1000 multiplied by the number of sponsoring clubs plus an additional $2000." This seemed very vague and the language should be clarified.
- Carina Kan interpreted this in this way: $2000 would be for the first club and $1000 for each additional club which are co-sponsoring the event. She proposes to change the clause to "If multiple clubs sponsor an event, the maximum award for that event will be shall be $2000 plus $1000 for each additional club."
- Intef Weser explained a hypothetical situation in which there are 5 clubs co-sponsoring an event. The first club would get $2000 and the additional 4 clubs will get $1000 each. A total of $6000.
- Carina Kan proposed a question to the committee, asking for their input on whether it should be $3000 for the first club and then the additional $1000 for each other club.
- Antonio Canzona interpreted the language differently. With regards to what Carina suggested, he wondered how we would determine which club is first or second, or if they could be equally awarded the same amount of funding. He continued with his interpretation by stating a hypothetical in which 3 clubs co-sponsor an event. The first 3 clubs will get $1000 each; they are then able to get an additional $2000 dispersed evenly throughout the clubs, a total $5000 amount). He believes this was the original interpretation to protect the fact that we only fund clubs up to $3000 per quarter. If there was only one club this system would fit with the original kind of request (The club would get its initial $1000 plus the additional $2000, this adds up to the protected $3000 amount.)
- Carina Kan interpreted it in her way with respect to how the Co-sponsorship form is formatted. There is a main club on the form and a different section for other clubs tagging along with the event.
- Intef Weser gives an example of a club in the past which did a great conference which cost them $7000. Since we have the $3000 cap on the club we should construct the methodology of this policy to have the main club look for additional clubs sponsor the event to get more funding and help support the event.
- Carina Kan's question still remains, $2000 or $3000 awarded to the main club.
- Antonio Canzona still wants to make sure if this is exactly what is meant by the language provided in the clause.

- Carina Kan – "We can interpret it however we want, and this is how we are interpreting at the moment. If in another year the committee decides to interpret it differently they can always change it."
- Nicholas Carrillo – "Shouldn't the language be phrased in a way that there is the least amount of different interpretations possible."
- Carina Kan – "Exactly, this is why we are changing the language. Right now it can be interpreted in any way, and we are interpreting it in this way. This is why I asked for your opinions on my interpretation on it and if you guys agree."
- Intef Weser explains that the "additional $2000" written in the clause is the confusing part.
- Carina Kan repeats the final version of the clause agreed by the committee "If multiple clubs sponsor an event, the maximum award for that event will be shall be $3000 for the first club plus an additional $1000 for each club co-sponsoring that event."
- MOTION MOVED – DISCUSSION BEGINS
- Dean Truong wondered if there have been any issues in the past where the bigger main clubs were bullying smaller clubs to max out their club funding to sponsor their event.
- Carina Kan replied with examples of clubs (especially in the spring quarter) who have big banquets that cost a lot of money. They would invite other smaller clubs to their event in order to get them to sign onto co-sponsoring it. Now, instead of letting the main club spend their own money and get the full reimbursement with the help of other clubs just signing with them, there is more agreement involved since each club needs to spend their own money to get reimbursed for it.
- Dean Truong brings up the possibility that we are prohibiting collaboration if we limit the amount to only $1000 for each additional club instead of allowing the additional clubs to max out their club funding. Did we take into consideration the possibility that additional clubs wouldn't mind using all their $3000 all on the event?
- Intef Weser believes that if we allow big events (costing upwards of $6000) to be fully funded by ASI, it could drain the entire access to funds for other clubs.
- Carina Kan – Additional funds will be allocated strictly to the multiple clubs co-sponsoring the event; and under the assumption that more clubs would have to join to receive more funding, the event will be reaching more people. We would be promoting collaboration.
- Nicholas Carrillo questioned the committee why they were taking out section c. A.S.I. shall not fund x) "Programs which are not in compliance with ADA standards" on page 3.
- Carina Kan clarified that there were many changes done to the policy in terms of cosmetics. This included the elimination of redundancies.
- Antonio Canzona pointed out the section which already stated a similar clause on page 2, b. iii) "All A.S.I. funded events and programs must be accessible to disabled students in compliance with the American Disabilities Act (ADA) requirements. "
- Antonio Canzona recommended that there be a page created on the ASI website which contained CSU Policy 209 and added to section h) iii) b). "A.S.I. will coordinate payment with UAS via the CSU Policy 209 – Hospitality, Payment, or Reimbursement of Expenses.

Offered By:	Brian Wu			Seconded by:	Michael Flores		
Motion to approve changes to Policy 204 – Funding Guidelines							
All in Favor	All	Opposed		Abstained		Motion:	passed

IV.   Discussion

a. Funding Workshops

- Carina Kan - There are 2 funding workshops every quarter, during these workshops clubs are told the rules, procedures, and regulations. They must attend these to be eligible for funding. There is one today at 3:30pm – 4:30pm and one next Friday at the same time.

b. Scholarship Committee

- Carina Kan – ASI hands out scholarships during winter quarter every year, the application is currently open on our website and closes at the end of February. Afterwards we will be looking at the applicants and choosing the winners. For this we need an Ad Hoc committee to determine the winners. For more information and the criteria we use to determine the winners go to Policy 209 - Scholarships & Awards.
- Intef Weser – This committee governs all of our scholarships and awards that we give. This committee will also be making recommendations to the finance committee about other aspects such as the book voucher program.
- There was general discussion about the time commitment for the committee, the meetings, and process of operation.

c. Policy 213 – Academic/Student Organization Travel – The Finance Committee will review the policy

- Carina Kan – We have seen this policy before and have discussed changing 5.4. "A.S.I. will only fund academic/student organization travel if the University has underwritten an amount greater than 30% of the total

travel cost for the event." We were debating about what the definition of "university" encompassed last time, and we generally agreed that clubs and orgs should be included.

- Antonio Canzona's main issue with changing this would be that his perceived original intention of having university being the entity to provide the 30% funding was to have the club try to get funding from their own college first and look for the rest of the funding at ASI. Changing this clause would be eliminating that incentive.
- Carina Kan theorized that many of the smaller clubs would not receive the same support as the larger clubs from the University.
- Shane Vera thought that we shouldn't even include university. This would include any way of providing 30% is satisfactory.
- Carina Kan responded by stating that we include university for the same reason why we require a letter of support from their Academic Dean and Faculty Adviser. This is to make sure that the university is supporting their travel. They will be representing CSULA wherever they go and the university has the choice whether or not to let them represent us.
- Intef Weser explained that this travel policy is not meant for people to simply travel for the experience, it's for academic presentations, participate in competitions, etc. He believes that there still should be a university connection and support; it should not be eliminated at all.
- Antonio Canzona agrees and provides a counter argument to what Carina said about small clubs not getting enough support from the university. He proposed that the policy is kept as it is, but we simply decrease the percentage needed (30%) so that it would be easier for clubs and orgs to receive university funding.
- Ruth Ramos agrees with Shane's idea and believes that the letter of support is enough to prove that they have support from the university.
- Antonio Canzona explains that this clause is directly related with 5.7.5 "Student Organization/Teams requesting funding are required to supply the following: Verification of university funding (usually incorporated into the Dean's/Director's and Chair's/Vice President's Letter.)" So they would both need to be changed.
- Antonio Canzona also wanted to make sure that if we allow this loophole, will we still be covered with the university insurance even if they didn't financially support it.
- Intef Weser confirmed that ASI will still be covered.
- Carina Kan outlined three different changes that could be made to section 5.4: Option #1 30% of the total cost is covered (regardless of the means); Option #2 30% of the total cost is covered by the University or any club/org recognized by the University; Option #3 keep it as is, just change 30% to 10%. The percentages of the first 2 options could also be decided and changed later on.
- The committee did an informal vote on the options. Results: Option #1 – 9 votes, Option #2 – 0 votes, Option #3 – 1 vote.
- The committee agreed that if option #1 was chosen, the percentage should dictate the willingness of the club to go on the trip and/or seek support.
- Carina Kan proposed the different percentages which the committee decided to vote on (assuming option #1 was chosen for the policy). Results: 30% - 6 votes, 20% - 1 vote, 10% - 1vote.
- Carina Kan added that 5.7.1 would be eliminated because there is no such thing as a Academic/Student Organization Travel Request form.
- Antonio Canzona proposed that we change 5.7.5 to Verification of university **or club/org** funding.

d. Funding Guidelines – The Finance Committee will review the policy
- Carina Kan states that the prices needed to be updated and the guidelines need to be clarified since we have had some issues in the past with them.
- The committee looked over the guidelines and gave general suggestions to be clarified and researched later on by members willing to help out.

e. Future University Support Site Visits
  i. Educational Opportunity Program (EOP)
- N/A
  ii. Educational Participation in Communities (EPIC)
- N/A

V. Reports
  a. A.S.I. Vice President for Finance
- Funding workshops, Referendum Committee, Scholarship Committee.

VI. Adjournment:

Offered By:	Shane Vera		Seconded by:	Diego Tinoco	
Motion to adjourn the meeting at _1:40_ pm.					
All in Favor	All	Opposed		Abstained		Motion: passed

I.   Organizational Items:

c. Approval of Agenda (action):

Offered By:	Brian Wu		Seconded by:	Ruth Ramos			
Motion to approve the adoption of Agenda for Friday January 16, 2015. Discussion: none							
All in Favor	All	Opposed		Abstained		Motion:	passed

d. Approval of Minutes (action):

Offered By:	Dean Truong		Seconded by:		Michael Flores		
Motion to approve the minutes for Friday, November 14, 2014.							
All in Favor	All	Opposed		Abstained		Motion:	passed

Offered By:	Dean Truong		Seconded by:		Michael Flores		
Motion to approve the minutes for Friday, December 5, 2015.							
All in Favor	All	Opposed		Abstained		Motion:	passed

III.   Action Items

    a. Funding Proposal Review for:

        i. ASCE Funding Request – ASCE Bake Sale - $506.68

Offered By:	Norma Sierra		Seconded by:	Ruth Ramos			
Motion to approve ASCE Funding Request – ASCE Bake Sale - $506.68 without funding the equipment and accounting for the difference in cheese.							
All in Favor	All	Opposed		Abstained		Motion:	passed

    c. Policy 204 – Funding Guidelines – The Finance Committee will review and take action on the policy clarifying the Multiple Club Funding Section.

Offered By:	Brian Wu		Seconded by:	Michael Flores			
Motion to approve changes to Policy 204 – Funding Guidelines							
All in Favor	All	Opposed		Abstained		Motion:	passed

VII.   Adjournment:

Offered By:	Shane Vera		Seconded by:	Diego Tinoco			
Motion to adjourn the meeting at _1:40_ pm.							
All in Favor	All	Opposed		Abstained		Motion:	passed

CERTIFICATION

Official Minutes taken for the **FINANCE COMMITTEE MEETING** of the Associated Students, Inc, CSULA held on Friday, January 16, 2015 in King Hall Room D136. Consensus by the Finance Committee on: Friday, January 30, 2015.

Prepared by:

_____
Antonio Canzona, Recording Secretary

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Carina Kan, Committee Chair

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Ruth Ramos, Secretary/Treasurer