



Finance Committee Meeting

Minutes

Friday, October 3, 2014 12 pm - 2 pm
 Location: U-SU Board Room 303AB
 Attendees: Committee Members & General Public

I. Organizational Items:

a. Called to Order by Carina Kan

The meeting was called to order at 12:03 PM

b. Roll Call

Carina Kan	<i>Vice President for Finance</i>	Present
Shane Vera	<i>President</i>	Present
Dean Truong	<i>Vice President for Administration</i>	Present
Nicholas Carrillo	<i>Vice President for Academic Governance</i>	Present
Ruth Ramos	<i>Secretary/ Treasurer</i>	Late Excused 12:08
Norma Sierra	<i>College of Business & Economics Rep.</i>	Present
Karla Guardado	<i>College of Business & Economics Rep.</i>	Present
Brian Wu	<i>Student Appointee</i>	Present
Antonio Canzona	<i>Vice Chair for Finance</i>	Present
Michael Flores	<i>Student Appointee</i>	Present
Matt Warren	<i>University President's Designee</i>	Absent Excused
Ronnie Wills	<i>Adm of Finance Designee</i>	Absent Excused
Intef W. Weser	<i>Executive Director</i>	Present
Marcus Rodriguez	<i>Director of Programs and Leadership</i>	Absent Excused
Frances Tsai	<i>Chief Justice / Associate Justice</i>	Present
Dena Florez	<i>Office Manager of Administration & Services</i>	Late Excused 12:12
Guests of the Gallery	Oscar Del Villar (SHESS), Jorge Morales (ALPFA), Bill Melendez (ALPFA), Victor Lai (Accounting Society, Beta Alpha Psi), Robinson Orrego (Accounting Society), Lee Sam (Accounting Society), Gabriel Pundaro Jr.	

c. Approval of Agenda (action):

Offered By: Dean Truong	Seconded by: Brian Wu			
Motion to approve the adoption of Agenda for Friday, October 3, 2014. Discussion: none				
All in Favor	All	Opposed	Abstained	Motion: passed

d. Approval of Minutes (action):

Offered By: Shane Vera	Seconded by: Norma Sierr			
Motion to approve the minutes for: Friday, August 29, 2014; Friday, August 22, 2014; and Friday, May 23, 2014.				
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. Discussion I

- a. Policy 213 – Academic/Student Organization Travel – Finance Committee will review policy.
- ✦ Carina Kan – “We will take turns reading this policy through, it is crucial that we understand this policy because one of our funding requests deals with this.”
 - ✦ The Committee took turns verbally reading each section of Policy 213
 - ✦ Carina Kan – “There are 5 important parts of this policy that we should take note of: The requests must be made at least 6 weeks before, we can only fund transportation and lodging, we can only fund if the University has underwritten an amount of 30% or more, we only fund students, we have to approve them by a 2/3 vote not a simple majority.”

IV. Action Items

a. Funding Proposal Review for:

- i. Society of Hispanic Engineers and Science Students – 2014
SHPE National Conference - \$1033.20
- ✦ There was a brief presentation on what the conference would be about.
 - ✦ Carina Kan stated that the proposal was only asking to be funded for the travel expense up to \$500.
 - ✦ Antonio Canzona asked Ernesto, the presenter, if there were any attempts to getting 30% funding from the University (as stated in policy 213 5.4).
 - ✦ Ernesto stated that they simply followed the procedure of what they did last year by which they had received A.S.I. funding, in which case the club was the entity that funded the 30%.
 - ✦ Carina Kan – We have to decide whether or not we want to include “club” in the definition of University stated in policy 213.
 - ✦ MOTION MOVED – DISCUSSION BEGINS
 - ✦ Shane Vera and Ruth Ramos think that the travel should be funded because there is a strong level of commitment and representation of CSULA.
 - ✦ Shane Vera notes that he thinks the policy should be changed which would allow any entity to fund the 30% as opposed to only the University.
 - ✦ Carina Kan responded that if the committee decides to approve funding, it would be with the current policy in place and we would be considered to be operating by the exact words of our policy. Carina also wanted the committee to keep in mind that we are only funding one student, as opposed to other events when multiple students are funded.
 - ✦ Antonio Canzona states that he understands that there are some policies with gray areas in which case if a club were on the fence we would just give it to them, but this policy is clear cut: it states “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 would have to respect this policy because we honestly don't know the reasoning as to why the policy exists and it shouldn't be discredited immediately. If we disregard this policy we would be subsequently disregarding past committees and their reasoning behind putting it in place. If we want to fund this request, we would first have to argue the merit of the policy itself and change it before funding this club. As it stands right now the club funded the 30% and the policy clearly states the University must provide that funding prior to A.S.I. funding.
 - ✦ Intef Weser followed up by stating that when it comes to student traveling the CSU has a blanket travel insurance covered for students. A probable reason as to why the policy is in place is because if A.S.I. funds travels without University support our organization might have to assume responsibility for it. If the University doesn't sign off on the funding, is there really coverage for it?
 - ✦ Shane Vera – Since University is not defined in this policy, I would argue that a club is part of the University. All students are stakeholders of this University, a club is recognized by the University. How else would you define University? Is it only Administration or Departments? Clubs and Organizations are recognized entities of this University which would fall under the definition of University.
 - ✦ Brian Wu agreed with Shane and supported a change in the policy which would more clearly broaden the definition of University.
 - ✦ Carina Kan agrees that this is a gray area and the committee must make a decision whether or not to step into this gray area.
 - ✦ Antonio Canzona notes that although “University” isn't explicitly defined, the definition of the term is implied under 5.7.5 of the policy. It states that a student organization/teams requesting funding are required to supply “Verification of university funding (usually incorporated into the Dean's/Director's and

Chair's/Vice President's Letter.)" In a way, this states that "University" and "University funding" has to do with finances by which the Dean/Director and Chair/Vice President of the University would have knowledge of, as opposed to clubs or organizations.

- ✦ Shane Vera catches a key word in the policy "usually" which means it is not certain.
- ✦ Antonio Canzona - "Usually" is referring to the form of verification. There still needs to be Verification of university funding which this request does not have. In stating 5.7.5 of the policy, it still implies the definition of university.
- ✦ Carina Kan notes that if this committee approves the request it is a recommendation that still needs to go through the BOD.
- ✦ Shane Vera goes back to the issue of funding only one student that there is only one student. This conference is supported by and represents the club, the engineering department, and the entire CSULA community.
- ✦ Nicholas Carrillo refers to the policy at section 5.4 and believes that since "if and only if the University" was not included, it is open to including other entities.
- ✦ Antonio Canzona believes that since "only" was both bolded and underlined in that section of the policy, anything mentioned after should be carefully and strictly followed.
- ✦ Intef Weser is still concerned about the coverage and would research more information about University coverage so that there would be more clarity prior to the time this motion reaching the BOD.
- ✦ Shane Vera believes that the policy is not being violated with the approval of this motion.

Offered By:	Shane Vera	Seconded by:	Ruth Ramos
Motion to Approve funding request for Society of Hispanic Engineers and Science Students to attend the 2014 SHPE National Conference - \$500			
All in Favor	11	Opposed	Abstained 1
Motion: passed			

ii. TESOL Society – Welcome & Honor - \$150

- ✦ Representative presented the request for the one hour event.
- ✦ Dean Truong wondered if we would be getting an invoice, because the request doesn't show the exact price, just photos of what would be purchased.
- ✦ Shane Vera questioned if pictures adhere to policy. He expressed that it is unacceptable since there is no guarantee as to what quantity would be purchased. He is not comfortable with giving the honoraria because there is no invoice.
- ✦ Intef Weser added that usual funds to honoraria were given because the request clarified who the individual is and what they have contributed (usually through a letter). The request should also be clearer with how this is promoted to be a more open to the campus.
- ✦ Dean Truong and Nicholas Carrillo recommend disallowing this fund request because of the lack of clarification and documentation provided.

Offered By:	Nicholas Carrillo	Seconded by:	Brian Wu
Motion to Disallow funding to TESOL Society – Welcome & Honor - \$150			
All in Favor	All	Opposed	Abstained
Motion: passed			

iii. ALPFA – CSULA – Business Students Unite - \$898.13

- ✦ A Representative Presented about the event.
- ✦ Brian Wu makes inquiries about the turnout for the event last year.
- ✦ Many clubs including Beta Alpha Psi participated.
- ✦ Nicholas Carrillo believes the turnout would be good and would love to see a collaboration of different clubs and orgs through this event.

Offered By:	Brian Wu	Seconded by:	Michael Florez
Motion to Approve ALPFA – CSULA – Business Students Unite Event - \$898.13			
All in Favor	All	Opposed	Abstained
Motion: passed			

V. Discussion II

- a. Future University Support Site Visits
 - i. Anna Bing Children's Center
 - ii. Educational Opportunity Program (EOP)
 - iii. Educational Participation in Communities (EPIC)
- ✦ Intef Weser wants to set up site visits for the committee to these entities that are funded by the University and to see how this money is spent.
- b. Alternative Funding Ad- Hoc Committee – the committee will review the charge of the ad-hoc Committee and secure membership.
 - ✦ Intef Weser presented the main purpose of this committee and the general topics which would then be recommended to the finance committee.
 - ✦ A number of committee members expressed their interest of getting involved in the committee.
- c. Scholarship & Awards Ad-Hoc Committee – the committee will review the charge of the Ad-Hoc Committee and secure membership.
 - ✦ Carina Kan presented the main purpose of this committee.

VI. Reports

- a. A.S.I. Vice President for Finance

✦ N/A

VII. Information Items

- ✦ Intef Weser gave the committee A.S.I financial statements to review on their own time.
- ✦ Temporary time change: The next finance meeting on October 17 will begin at 11:00am.

VIII. Adjournment:

Offered By:	Shane Vera	Seconded by:	Michael Flores
Motion to adjourn the meeting at 1:39 pm.			
All in Favor	All	Opposed	Abstained
			Motion: passed

Associated Students, Inc.
Finance Committee Meeting
Summary of Actions Taken

I. Organizational Items:

c. Approval of Agenda (action):

Offered By:	Dean Truong	Seconded by:	Brian Wu
Motion to approve the adoption of Agenda for Friday, October 3, 2014. Discussion: none			
All in Favor	All	Opposed	Abstained
			Motion: passed

IV. Action Items

- i. Society of Hispanic Engineers and Science Students – 2014 SHPE National Conference - \$1033.20

Offered By:	Shane Vera	Seconded by:	Ruth Ramos
Motion to Approve funding request for Society of Hispanic Engineers and Science Students to attend the 2014 SHPE National Conference - \$500			
All in Favor	11	Opposed	Abstained
			1
			Motion: passed

- ii. TESOL Society – Welcome & Honor - \$150

Offered By:	Brian Wu	Seconded by:	Michael Florez
Motion to			

Approve ALPFA – CSULA – Business Students Unite Event - \$898.13						
All in Favor	All	Opposed		Abstained		Motion: passed

iii. ALPFA – CSULA – Business Students Unite - \$898.13

Offered By:	Nicholas Carrillo	Seconded by:	Brian Wu			
Motion to Disallow funding to TESOL Society – Welcome & Honor - \$150						
All in Favor	All	Opposed		Abstained		Motion: passed

VIII. Adjournment:

Offered By:	Shane Vera	Seconded by:	Michael Flores			
Motion to adjourn the meeting at 1:39 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, October 3, 2014 in the University Student Union 303AB. Consensus by the Finance Committee on: October 17, 2014.

Prepared by:

Antonio Canzona, Recording Secretary

Carina Kan, Committee Chair

Ruth Ramos, Secretary/Treasurer